



**LEESBURG BOARD OF ARCHITECTURAL REVIEW  
SPECIAL MEETING MINUTES**

**Wednesday, 25 July 2012  
Town Hall, 25 West Market Street  
Council Chamber**

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**MEMBERS PRESENT:** Richard Koochagian, Chair; Jim Sisley, Vice-Chair; Dieter Meyer, Parliamentarian; Tracy Coffing;

**MEMBERS ABSENT:** Edward Kiley; Paul Reimers; Teresa Minchew; Mary Harper, Planning Commission Representative; Marty Martinez, Town Council Representative

**STAFF:** Kim K. Del Rance, Preservation Planner; Barbara Notar, Deputy Town Attorney; Christopher Murphy, Zoning Administrator.

**Call to Order and Roll Call**

Mr. Koochagian called the meeting to order at 7pm, noted attendance and determined that a quorum was present. Tracy Coffing moved to adopt the Agenda, Jim Sisley seconded the motion which carried 4-0-3.

**Staff Presentation**

Kim Del Rance gave the staff presentation pointing out that the applicant had made significant changes to the design of the project, detailing that the historic buildings were maintained and scale was adjusted on the new buildings. She pointed out that the sunscreens and light shelves are functional pieces of architecture and not only aesthetic. The entrance canopy recalls architecture from historic buildings. Another feature to watch carefully is the use of glass to assure that it is not overused. Careful attention needs to be focused on the lighting plan so that it is in harmony with neighboring buildings.

**Applicant Presentation**

Geoff Lewis, of DBI Architects, explained the modifications they had made based on prior meetings and recommendations. These include softening the look of the building at various points, working the alleyways, allowing for the better look of the building as you face the garage. He went on to display material that would be used on the Times Mirror Building.

**Discussion**

Mr. Koochagian asked which of the four choices the applicant was working toward, referring to page 3. Mr. Lewis responded that they were working toward the lower gradient explaining the effort toward a somewhat subdued color. The gypsum siding allows for that.

Tracy Coffing asked if there was a rendering of the surface and color in the updated drawings and materials samples. She also asked about the parapet over the arched openings and what is being proposed. Mr. Lewis said the existing openings will look through to a proposed eating area in front of the parking garage.

Discussion regarding the glass area and its original purpose to lighten some of the areas ensued. Mr. Koochagian asked if there was any reason this would not fit into the guidelines. Mr. Meyer said they should look at where they think it might not fit. He feels that the siding is a larger dimension than commonly seen, and the scale makes it difficult to get a true vision. Mr. Sisley liked the 18" panels and said a smaller size would make it look like an apartment building.

Once again it was stressed that care should be taken to adhere to the guidelines, however they should take into consideration that careful deviations could certainly be considered.

There was further discussion on the visual perception of the building height and how that can be softened. Working on the illusion of background buildings is one way to soften the area. The glass corner is a point of discontent at this point in the review. A need to soften the brick edge was also discussed. The columns have also been improved and the look is more appealing. Mr. Koochagian asked if in the guidelines it was indicated whether we should add to the rear rather than the front of the building. There was some discussion on the use of curved mass and whether it was representative of additive massing with the general consensus being that this was not really adding anything, it is entirely a new building. Mr. Sisley commented that visual presence can be reduced by using varying wall planes, different materials, step back upper levels and irregular massing. Mr. Meyer said they need to avoid building a "block" and he feels they are reaching that goal. Mr. Koochagian felt this could be done better and feels this comes off as additive massing.

Next the Board addressed the Market Street elevation commenting on the compatibility of the design. Discussion centered on the louvered vents and how they might be redesigned. With the formal design above them, they detract from the overall visual.

Discussion remaining includes windows, lintels, doors, mechanical screening, and extent of glazing at the entrances. Mr. Sisley felt they need two more meetings with tight management of them. It was suggested the meeting begin earlier. He said they haven't talked about lighting, landscaping, and other concerns as needed. Mr. Meyer said on Wednesday the 8<sup>th</sup> they should meet and continue on the 9<sup>th</sup>. Mr. Kiley said they should meet 5:30 to 9:30. They could devote 30 minutes to each topic. It was suggested that the 15<sup>th</sup> would be the wrap up session if needed.

Mr. Koochagian requested samples of the wood on the Times Mirror Building, and wood window samples for the discussion at the next meeting. They would also like to see all the new drawings. Mr. Meyer would like a concise package with a full size set of drawings, annotated and reviewable the weekend prior to the final vote. The final staff report would also have to be complete.

Mr. Meyer asked if there was agreement on the glazing aspect as discussed. Ms. Del Rance suggested that they look at the new window elevations to make sure they are what were asked for. Mr. Meyer said this is an important item and they need to make sure it comes back with the suggested improvement. Minimizing the glass is vital.

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It was suggested that there be a summary of the meeting to bring those members not present up to speed. However, staff's workload prevents this and it was brought up that it is the members' responsibility to review the webcasts and reports to stay informed.

The public hearing will be continued on August 8<sup>th</sup> at 6:00pm.

The motion was made to recess at 9:29pm.

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Richard Koochagian, Chair

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Kim K. Del Rance, Preservation Planner