

**MINUTES OF THE SPECIAL MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF STRASBURG HELD ON THURSDAY, JUNE 5, 2014 AT 5:00 P.M. IN THE COUNCIL CHAMBERS OF THE TOWN HALL.**

ARB Members present: Chairperson Newman, and Members James Massey, and Symantha Zeimet.

Staff: Economic Development & Planning (ED&P) Murray, Town Manager Rex, and Clerk of Council Keller

**Chairperson Newman** called the meeting to order.

**Action Item:**

*1. Application: 291 South Holliday Street*

**ED&P Manager Murray** said the Certificate of Appropriateness (COA) and the zoning permit were issued for the addition to the rear of the house at 291 South Holliday Street. The COA included the removal of the one story rear porch and the construction of a one story addition with asphalt shingles to a hip roof, use of vinyl siding, and a block foundation with manufactured stone veneer, a 5' x 6' rear door off the rear of the addition, and two 3' x 6; double hung windows. The approval also included the replacement of windows in the entire structure with vinyl windows. During construction, the applicant made some changes to their plans which staff has recognized and staff has asked them to come before the ARB to amend their COA with the changes they would like to make. The changes staff noticed were two additional doors, one on each side of the addition; one is accessing the basement and is much larger than previously proposed and another door off the side. Off the back of the addition, instead of the larger door, the applicant wants to use a standard size door and just one window that is smaller than originally proposed. They would also like to install a window above the new addition which will be described more by the applicant; it was originally thought a window would not fit, but it has been determined a half window can be used. The applicant has also thought about changing the front door, but this will be included in the discussion of the major modification of the porch. If the COA is amended, then the zoning permit can be amended and they can continue work on the project.

**Mr. Mike Smith**, applicant, gave a PowerPoint presentation showing what changes he wanted to make. **Mrs. Smith** said the original plans might not have shown the doors, but they were discussed with members during the visit.

**Mr. Smith** said the packet presented shows the materials to be used and all the changes to be made.

**Chairperson Newman** asked about the old window and the board over it. **Mrs. Smith** said the window will fit into the original space, but will be smaller. **Chairperson Newman** said he is only asking about the window because of the tempered glass that is needed if it of a certain height.

**Chairperson Newman** asked about the door coming to the side of the Presbyterian Church

and how you would access it. **Mr. Smith** said there would be one step down to the door.

**Board Member Massey** said if there is no platform on the south side, he is fine with the change.

**Board Member Massey moved to approve as amended; second by Board Member Zeimet. Approved unanimously.**

*2. Application: Major Modification to 291 South Holliday Street*

**Mr. Smith** continued the PowerPoint on the modification which was tabled at the last meeting. He first discussed the new door. He said the door would be of the same design as the ones on the back of the house, but would have a transom on top and the sidelights.

**Board Member Massey** said the design of the front door is a style matter, but he understands they want to widen the front door and add the side lights when there have never been any. These are only advisory remarks, but it does violate the design of the building.

**ED&P Manager Murray** asked for a recommendation and **Board Member Massey** said he would recommend not widening the front door.

**Mrs. Smith** said it is not a standard size door. The transom is much wider than you can purchase today. The house has not been preserved so she doesn't understand why it is an issue now.

**Chairperson Newman** said you can call a door manufacturer and get a door any size you want.

**Board Member Zeimet** asked if the door has been ordered and it has been, along with the side lights.

**Board Member Massey** thinks it is wrong to widen the door and thinks the doorway could be the same size as the transom.

**ED&P Manager Murray** said the recommendation would be to keep the same size with the transom or to slightly modify due to size.

**Mr. Smith** presented information on the front porch. The porch is solid concrete. They will not tear down the entire porch, but only extend the porch to the width of the house and it will be concrete. He liked the suggestions given at the last meeting as far as the columns, etc.; he showed the columns and caps he is planning to use. He also showed an example of the wooden railing they would like to use, but is not sure of the exact size of the pickets. The roof now has shingles and the porch roof would be replaced with a standing seam metal roof. The remainder of the house has a shingle roof. In 1983, the house had a stamped tin roof and ideally, they would like to have a tin roof, but cannot. The roof is just being extended and the pitch would remain the same.

**Chairperson Newman** said some people will go out to the edge of the house and then the gutter goes past the edge of the house. **Mr. Smith** said it will be kept back a bit to accommodate the gutter.

**Board Member Massey** said he likes the changes to the porch design much better than the last meeting even though he would like to see the original porch kept. He recommended using square columns.

**Board Member Zeimet** said she likes the new changes, too.

**Chairperson Newman** asked about the sides of the porch addition and the materials to be used. **Mr. Smith** said the entire floor would be concrete and then there would be pickets and pillars around the porch. The roof will just be extended; the old roof will not be removed. **Chairperson Newman** thinks it looks and sounds good.

**ED&P Manager Murray** asked if there were any additional recommendations other than the square columns. She asked for more details of the changes be presented to her to include with the application.

**Board Member Massey moved to approve the application for a major modification to 291 S. Holliday Street's front porch to include a new standing seam roof, keeping the original roof and extending new out to the sides; keeping the original front porch floor slab and extending with new concrete out to each side extension; and installing a wood picket railing around the perimeter of the porch with two recommendations: 1) do not widen the front door and 2) keeping the front porch posts square as opposed to round; second by Board Member Zeimet. Approved unanimously.**

**Mr. David Smith** asked if they have to do this. **ED&P Manager Murray** said the zoning permit will be written with the recommendations, but **Mr. Mike Smith** can do what he applied for.

**Mr. Smith** asked if the stop work will be removed and **ED&P Manager Murray** will send the revised zoning permit to the Shenandoah County Building Department.

Being no further business, the meeting adjourned at 5:50 p.m.