



**Planning Office**

## **Agenda**

**7:00 p.m. – Wednesday, October 9, 2024**  
**Development Services Building Room 202 B**  
**5 County Complex Court**  
**Prince William, Virginia 22192**

1. Call to Order
2. Roll Call/Quorum
3. Procedural Matters – Approve Request to Participate Remotely Through Electronic Communication Means (If Needed)
4. Approval of Agenda
5. Approval of September 11, 2024, Brief and Resolutions
6. Citizens' & Visitors' Time
7. Staff Time
8. Members' Time/Announcements
9. Chairman's Time
10. Vice Chairman's Time
11. Old Business  
    ARB Work Plan
12. New Business
13. Next Meeting and Adjournment



# **Brief & Resolutions**

## **September 2024**





**Architectural Review Board**

**BRIEF**

**Development Services Building  
Conference Room 202 B**

**September 11, 2024  
Regular Meeting**

**In Attendance**

Members Garcia, Hill, Landrum, Long, Washington  
Eric Griffiths – Heritage Resources Specialist; Toni Brzyski – Board  
Secretary; Justin Patton – County Archaeologist, Acting Assistant  
Planning Director Long Range; Emma Dietrich, Cemetery  
Preservation Coordinator

Kevin Jeschke – Buckland Resident, Applicant for Certificate of  
Appropriateness

**Call to Order**

**7:10 p.m.**

**Quorum present**

**Procedural Matters**

RES 24-017

**Approve the request by member, Nichii Namaha-Ono to  
participate in the meeting through electronic  
communication means - APPROVED - MOTION CARRIED**

[VOTING RECORD: Motion Landrum, Hill; Ayes-by acclamation;  
Nays-None; Absent from vote Namaha-Ono; Absent from  
meeting None]

RES 24-018

**Approve the agenda for the September 11, 2024, meeting as  
presented - APPROVED - MOTION CARRIED** [VOTING RECORD:  
Motion Long, Hill; Ayes by acclamation; Nays None; Absent from  
Vote None; Absent from meeting None]

RES 24-019

**Approve the July 10, 2024, meeting brief and resolutions as  
presented - APPROVED - MOTION CARRIED** [VOTING RECORD:  
Motion Landrum, Washington; Ayes by acclamation; Nays None;  
Absent from Vote None; Absent from meeting None]

**Citizens' & Visitors'  
Time**

None

**Certificate of  
Appropriateness**

Review by members of the Application/Certificate of  
Appropriateness #CRP2025-00013, Maintenance Work - 8115  
Buckland Mill Road.

Eric Griffitts provided details about the application using a PowerPoint presentation.

The applicant, Kevin Jeschke, introduced himself, noted the house needs work and that he contacted Mr. Griffitts/the ARB Liaison to have the work performed appropriately. Additionally, he noted there is a time constraint due to issues with his insurer.

Members raised questions which the applicant did his best to answer.

The paint colors seem compatible, but some concern was expressed about the roof color and whether the roof replacement would be a folded seam roof. Mr. Jeschke said it would be a folded seam roof.

There were some questions about the portico columns and about the roof trusses.

### **Procedures**

Break from 8:20 p.m. – 8:25 p.m. including replacing the batteries in the digital recorder.

Members discussed being somewhat flexible about colors and the time period being matched. Whether or not members like a color choice isn't as important as whether the color would have been available at the time.

RES 24-020  
Motion as amended  
by RES 24-021

**Approve the Application for a Certificate of Appropriateness #CRP2025-00013, Maintenance Work - 8115 Buckland Mill Road, as presented and authorizes the Planning Director to issue the permit - APPROVED - MOTION CARRIED** [VOTING RECORD: Motion Landrum, Washington; Ayes by Garcia, Hill, Landrum, Namaha-Ono, Washington; Nays Long; Absent from Vote None; Absent from Meeting None]

There was further discussion by Members who were concerned that the work would be as compatible and in-kind as possible. This resulted in some modifications to the application including:

- Installation of the new roof shall ensure the preservation of existing historic roof framing;

- The roof to be installed shall be a folded seamed standing seam metal roof with snowguards;
- Repair portico columns rather than replace;
- Any required column replacement will require consultation and approval with Planning Director or their designee.

RES 24-021

**Amend RES 24-020 to include modifications and approve the Application for a Certificate of Appropriateness #CRP2025-00013, Maintenance Work - 8115 Buckland Mill Road and authorize the Planning Director to issue the permit - APPROVED - MOTION CARRIED** [VOTING RECORD: Motion Landrum, Washington; Ayes by Garcia, Hill, Landrum, Namaha-Ono, Washington; Nays Long; Absent from Vote None; Absent from Meeting None]

**Staff Time**

Eric Griffitts provided electronic continuing education training for members about National Register nominations.

Ned the Distiller's House - Mr. Griffitts reported there is a possibility that the County will purchase the property. Mr. Griffitts and Ms. Brzyski talked about touring the house.

Mr. Griffitts noted that the September date for community meeting has been cancelled due to a conflict. It may be November before this second meeting can be scheduled.

Toni Brzyski distributed hard copies of the ARB's new strategic plan that was approved at the last/July meeting.

**Members' Time/ Announcements**

Discussed the timeline for reviewing/processing Certificates of Appropriateness (COA). Concern was expressed that there wasn't a preliminary meeting about the request.

**Chairman's Time**

Chairman Landrum thanked staff for its assistance with the COA process.

**Vice Chairman's Time** No report.

**Old Business**

ARB Work Plan - Chairman Landrum requested this be deferred to the next meeting and for members to send comments to Toni Brzyski for distribution to the total membership.

**New Business**

None

**Next Meeting**

It was determined that the next Architectural Review Board meeting will be held on Wednesday, October 9, 2024, at 7:00 p.m. Members Garcia and Long both indicated they are unable to attend the October 9<sup>th</sup> meeting.

**Adjournment**

**10:05 p.m.**



**MOTION: LANDRUM**

**September 11, 2024  
Regular Meeting  
Res. No. 24-017**

**SECOND: HILL**

**RE: APPROVE THE REQUEST BY MEMBER NICHII NAMAHA-ONO TO PARTICIPATE REMOTELY THROUGH ELECTRONIC COMMUNICATION MEANS**

**ACTION: APPROVED**

**WHEREAS**, the Prince William County Architectural Review Board (ARB Board) adopted a policy in its bylaws pursuant to Section 2.2-3708.2, VA Code Ann., to allow for remote participation by Members of the ARB Board; and

**WHEREAS**, in accordance with the ARB Board's policy, Nichii Namaha-Ono notified the Chair that the Member is requesting permission from the ARB Board to electronically participate at the ARB Board's September 11, 2024, meeting; and

**WHEREAS**, the Member certified that (*check A or B*):

A.  the Member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the Member's physical attendance; OR

B.  the Member is unable to attend the meeting due to the following specifically identified personal matter: \_\_\_\_\_;

AND the Member has not already participated electronically due to a personal reason for more than one meeting this calendar year, (*Section (B) shall be limited to two meetings each calendar year*); and

**WHEREAS**, the remote location from which the Member plans to electronically participate is her home; and this remote location will/will not (*circle one*) be open to the public (*need not be open to the public*); and

**WHEREAS**, the Member verifies that the Member's participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

**WHEREAS**, pursuant to the ARB Board's policy, a request for electronic participation from a remote location shall be approved unless participation violates the ARB Board's policy or any provisions of the Virginia Freedom of Information Act;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William County Architectural Review Board hereby approves the request by Nichii Namaha-Ono to participate in the meeting through electronic communication means in accordance with the Architectural Review Board's policy; a quorum of the Architectural Review Board was physically assembled at one primary or central meeting location; and arrangements were made for the voice of the Member to be heard by all persons at the primary or central meeting location.

**Votes:**

**Ayes:** by acclamation

**Nays:** None

**Absent from Vote:** Namaha-Ono

**Absent from Meeting:** None

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_

**Secretary to the Board**

**ARCHITECTURAL REVIEW BOARD RESOLUTION**

**MOTION: LONG**

**September 11, 2024**

**SECOND: HILL**

**Regular Meeting**

**Res. No. 24-018**

**RE: APPROVE THE AGENDA FOR THE SEPTEMBER 11, 2024, MEETING AS PRESENTED**

**ACTION: APPROVED**

**WHEREAS**, the Prince William County Architectural Review Board considered the agenda presented at its September 11, 2024, meeting; and

**WHEREAS**, the Architectural Review Board provided no changes;

**NOW, THEREFORE, BE IT RESOLVED**, that the Prince William County Architectural Review Board does hereby approve the agenda for its September 11, 2024, meeting as presented.

**Votes:**

**Ayes:** by acclamation

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** None

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_

**Secretary to the Board**

**ARCHITECTURAL REVIEW BOARD RESOLUTION**

**MOTION: LANDRUM**

**September 11, 2024**

**SECOND: WASHINGTON**

**Regular Meeting**

**Res. No. 24-019**

**RE: APPROVE THE JULY 10, 2024, MEETING BRIEF AND RESOLUTIONS AS PRESENTED**

**ACTION: APPROVED**

**WHEREAS**, the Prince William County Architectural Review Board considered its July 10, 2024, meeting brief and resolutions; and

**WHEREAS**, the Architectural Review Board provided no corrections;

**NOW, THEREFORE, BE IT RESOLVED**, that the Prince William County Architectural Review Board does hereby approve its July 10, 2024, meeting brief and resolutions as presented.

**Votes:**

**Ayes:** by acclamation

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** None

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_  
Secretary to the Board

**ARCHITECTURAL REVIEW BOARD RESOLUTION**

**MOTION:**     **LANDRUM** **September 11, 2024**  
**SECOND:**    **WASHINGTON** **Regular Meeting**  
**RE:**           **APPROVE THE APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**  
**#CRP2025-00013, MAINTENANCE WORK - 8115 BUCKLAND MILL ROAD, AS**  
**PRESENTED AND AUTHORIZE THE PLANNING DIRECTOR TO ISSUE THE**  
**PERMIT**  
**ACTION:**     **APPROVED**

**WHEREAS**, in 1981 the Prince William Board of County Supervisors established the Architectural Review Board (ARB) to advise and assist in efforts to preserve and protect cultural resources and to administer sections of the zoning ordinance relating to historic districts; and

**WHEREAS**, one of the duties of the ARB is to review and render a decision on certificate of appropriateness applications within the Buckland Historic Overlay District and to advise the Planning Director of its decision; and

**WHEREAS**, an application for a certificate of appropriateness was accepted as received on July 23, 2024, Maintenance Work at 8115 Buckland Mill Road, which is within the Buckland Historic Overlay District; and

**WHEREAS**, the Maintenance Work includes replacing the existing roof, repainting the exterior and replacing rotted portions of the exterior lap board siding, and repairing or replacing rotted wood members of the front portico; and

**WHEREAS**, the ARB is authorized to approve, with or without modifications, or deny the application for a certificate of appropriateness; and

**WHEREAS**, the ARB has evaluated the applicant's proposed work, as depicted on the materials submitted with the application and at today's meeting; and

**WHEREAS**, the ARB has evaluated the proposed exterior alterations against Sec. 32-502.05 Historic Overlay District Regulations of the Zoning Ordinance, *The Secretary of the Interior's Standards for Rehabilitation*, and Prince William County's Historic Overlay Districts Design Review Guidelines; and

**WHEREAS**, the ARB recommends the application be approved as presented;

**NOW, THEREFORE, BE IT RESOLVED**, that Prince William County Architectural Review Board does hereby approve the Application for a Certificate of Appropriateness #CRP2025-00013, Maintenance Work - 8115 Buckland Mill Road, as presented and authorizes the Planning Director to issue the permit.

September 11, 2024  
Regular Meeting  
Res. No. 24-020  
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**Votes:**

**Ayes:** Garcia, Hill, Landrum, Namaha-Ono, Washington

**Nays:** Long

**Absent from Vote:** None

**Absent from Meeting:** None

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_

**Secretary to the Board**

## ARCHITECTURAL REVIEW BOARD RESOLUTION

**MOTION: LANDRUM**

**September 11, 2024  
Regular Meeting**

**SECOND: WASHINGTON**

**Res. No. 24-021**

**RE: AMEND RES 24-020 TO INCLUDE MODIFICATIONS AND APPROVE THE APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS #CRP2025-00013, MAINTENANCE WORK - 8115 BUCKLAND MILL ROAD AND AUTHORIZE THE PLANNING DIRECTOR TO ISSUE THE PERMIT**

**ACTION: APPROVED**

**WHEREAS**, in 1981 the Prince William Board of County Supervisors established the Architectural Review Board (ARB) to advise and assist in efforts to preserve and protect cultural resources and to administer sections of the zoning ordinance relating to historic districts; and

**WHEREAS**, one of the duties of the ARB is to review and render a decision on certificate of appropriateness applications within the Buckland Historic Overlay District and to advise the Planning Director of its decision; and

**WHEREAS**, an application for a certificate of appropriateness was accepted as received on July 23, 2024, Maintenance Work at 8115 Buckland Mill Road, which is within the Buckland Historic Overlay District; and

**WHEREAS**, the Maintenance Work includes replacing the existing roof, repainting the exterior and replacing rotted portions of the exterior lap board siding, and repairing or replacing rotted wood members of the front portico; and

**WHEREAS**, the ARB is authorized to approve, with or without modifications, or deny the application for a certificate of appropriateness; and

**WHEREAS**, the ARB has evaluated the applicant's proposed work, as depicted on the materials submitted with the application and at today's meeting; and

**WHEREAS**, the ARB has evaluated the proposed exterior alterations against Sec. 32-502.05 Historic Overlay District Regulations of the Zoning Ordinance, *The Secretary of the Interior's Standards for Rehabilitation*, and Prince William County's Historic Overlay Districts Design Review Guidelines; and

**WHEREAS**, the ARB recommends the following modifications shall apply to the applicant's proposed work;

- Installation of the new roof shall ensure the preservation of existing historic roof framing;
- The roof to be installed shall be a folded seamed standing seam metal roof with snowguards;
- Repair portico columns rather than replace;

- Any required column replacement will require consultation and approval with Planning Director or their designee;

**NOW, THEREFORE, BE IT RESOLVED**, that Prince William County Architectural Review Board does hereby amend RES 24-020 to include modifications and approve the Application for a Certificate of Appropriateness #CRP2025-00013, Maintenance Work - 8115 Buckland Mill Road and authorize the Planning Director to issue the permit.

**Votes:**

**Ayes:** Garcia, Hill, Landrum, Namaha-Ono, Washington

**Nays:** Long

**Absent from Vote:** None

**Absent from Meeting:** None

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_  
**Secretary to the Board**