

**BOARD OF ARCHITECTURAL REVIEW  
Town Hall Council Chambers  
Regular Meeting**

A regular meeting of the Board of Architectural Review of the Town of Front Royal, Virginia was held on January 11, 2022, in the Town Hall Council Chambers.

Present: Angela Toler, Chairman  
Holly Rhodenhizer  
Collin Waters  
Katherine Snyder

Absent: Gary Vaughan, Vice Chairman

Staff: Lauren Kopishke, Planning Director  
Connie L. Potter, Executive Assistant

**CALL TO ORDER:**

Chairman Toler called the Board of Architectural Review meeting to order at 7:06 pm.

**APPROVAL OF MINUTES:**

- November 9, 2021

*Mr. Waters moved, seconded by Ms. Rhodenhizer to approve the meeting minutes of November 9, 2021, as written.*

VOTE: Yes – Toler, Rhodenhizer, Waters, Snyder  
No – N/A  
Absent – Vaughan  
Abstain – N/A

VOICE VOTE

Chairman Toler welcomed the newest Board member Katherine Snyder.

**NEW BUSINESS:**

- **FRCOA-3018-2021.** A Certificate of Appropriateness application submitted by Shelly Cook to place stone veneer and a canopy on the front façade of the building located at 201 S. Royal Avenue.

Ms. Kopishke reviewed the application submitted by Shelly Cook for exterior renovations to the contributing structure at 201 S. Royal Avenue to add stone veneer to the front façade of the previous Donahue Florist shop, add a black canopy and fix the front doors. On the same property is a warehouse building on the rear of the property. The old florist shop is a contributing structure. There is also a house beside the commercial building.

Shelly Cook gave a brief history of the property. She said she had not done a lot of due diligence on the property. In the house the windows have been changed to vinyl, roof is falling in and there are seeping cracks in the walls. She purchased the Donahue building, the house, and the warehouse. Ms. Cook expressed she would like to put a stone veneer façade on the florist shop. On the house Ms. Cook will replace the existing metal roof with a standing seam metal roof and will try to install like siding on the house. The florist shop will be a small sandwich shop. The doors in the front of the florist are not level and will need to be corrected. If the doors need to be replaced she will try to install like for like.

BAR members would like to see the brick repaired or replaced. Attaching veneer will destroy the historic structure. Mr. Waters requested documentation of the condition of the brick and an actual detailed, diagram plan of what her contractor will do. After additional discussion Ms. Cook said she would do brick for brick which Ms. Kopishke could approve administratively. Board members agreed they were in favor of the black canopy

Ms. Cook asked if she could amend her application to include replacing the wood siding on the house. The Board moved forward with the amendment to include review of the siding for the adjacent property. She said she is replacing the wood siding with “LP Smart Siding”, a composite material. Board members agreed that before work begins, Ms. Cook could provide the Planning Director with a piece of the siding product which Ms. Kopishke could approve administratively if it meets BAR guidelines.

***Ms. Rhodenhizer moved, seconded by Mr. Waters to approve the black canopy for the florist shop, approve the siding but applicant will drop off a piece for administrative approval, not approving stone veneer on the front, applicant will replace brick for brick for the front of the building. Doors will be salvaged.***

If doors cannot be salvaged the applicant will need to come back to the Board for approval.

VOTE: Yes – Toler, Rhodenhizer, Snyder, Waters

No – N/A

Absent – Vaughan

Abstain – N/A

VOICE VOTE

## **OLD BUSINESS:**

Ms. Kopishke shared there would be a public input session for the Comprehensive Plan on Friday and Saturday, February 18 and 19, 2022. A little over 300 people responded to the survey. Summit has provided the existing conditions report. The next step is to hold the public input

sessions and then Summit will start writing the Comprehensive Plan. By August of 2022 staff will start the rewrite of the Zoning Ordinance and Subdivision Ordinance.

**OTHER:**

There were no additional comments.

**ADJOURNMENT:**

***Mr. Waters moved, seconded by Ms. Rhodenhizer to adjourn the meeting.***

VOTE: Yes – Toler, Rhodenhizer, Waters, Snyder

No – N/A

Absent – Vaughan

Abstain – N/A

VOICE VOTE

The meeting adjourned at 7:41pm

Approved by the Board of Architectural Review

Date: 5/10/2022