



The following minutes are a summary of items on the agenda. This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com for a limited time.

A work session of the Board of Architectural Review of the Town of Front Royal, Virginia was held on April 9, 2024, in the Town Hall East Conference Room.

CALL TO ORDER

Chairman Waters called the Board of Architectural Review work session to order at 7:42 p.m. The work session followed the regular Board of Architectural Review meeting.

ROLL CALL

Present: Collin Waters, Chairman
Gary Vaughan, Vice Chairman
Katherine Snyder
Ellen Aders

Absent: Holly Rhodenhizer

Staff Present: Lauren Kopishke, Planning Director / Zoning Administrator
Connie Potter, Executive Assistant/Clerk for the Board of Architectural Review

DISCUSSION

Items to be completed for May 14th BAR Meeting

1. **Ms. Kopishke** - have IT at the next BAR meeting to set up emails.
2. **Ms. Kopishke** - obtain a price quote on Historic District Guidelines Survey.
3. **Chairman Waters** tweak the letter Ms. Kopishke sent him notifying Historic District Property owners.
 - Collin send the revised letter to Ms. Kopishke when complete.
4. **Chairman Waters, Ms. Aders, Ms. Snyder and Vice Chairman Vaughan** – Review and focus on the first 3 sections of the current guidelines and summarize changes (bullet points), additions/deletions. Email suggestions to Chairman Waters. Ms. Kopishke to meet with Chairman Waters 2 weeks before BAR meeting to go over items.



5. **Ms. Aders** - obtain a copy of Warrenton Historic District Guidelines.
6. Historic District Map Link on Website.
7. Move Historic District Guidelines to top of BAR page on Website.

ADJOURNMENT

Chairman Waters moved, seconded by Ms. Aders to adjourn the work session.

VOTE: Yes – Water, Aders, Vaughan, Snyder
No – N/A
Abstain – N/A
Absent – Rhodenhizer

VOICE VOTE

The meeting was adjourned at 8:20 p.m.

Approved by Board of Architectural Review
Date: 9/10/2024