

TOWN OF SCOTTSVILLE

Architectural Review Board

Regular Meeting

Thursday, April 7th, 2022

Victory Hall

401 Valley Street

Scottsville, Virginia

Mayor

Ron Smith

Members

Zachary Bullock, *Chair*

/Town Council Liaison

John Rhett, *Architect*

Erin Root, *Vice-Chair*

Austin Twitchell

Barbara Wilkinson

MINUTES

- 1) ***Call to order, establish a quorum, and agree to agenda:*** Zachary Bullock called the meeting to order at 7:40 pm. Present at the meeting were Zachary Bullock, John Rhett, Austin Twitchell, and Barbara Wilkinson. Of the four members present, all attended in person, except for Austin Twitchell who attended remotely. Erin Root was absent from the meeting. Zachary Bullock updated the Architectural Review Board (ARB) about the end of the state of emergency and on the remote participation policy of Scottsville. Zachary Bullock requested that the agenda be amended to include the items: 1) 510 East Main Street, Kelly Kroese, 2) 137 East Main Street, Certificates of Appropriateness.
- 2) ***Matters from the public:*** Mr. Hoffman, Scottsville resident, spoke and suggested that the town consider requesting a proffer from Tiger Fuels for the 153 James River Road site.
- 3) ***Old business:***
 - a) ***Tiger Fuels Market, 153 James River Road, site plan:*** Architectural Review Board discussed the work done to update landscaping design for the site plan of 153 James River Road, which included the preservation of trees on the site. Kelsey Schlein discussed providing an updated list of trees with their species in the site plan update. ARB next discussed the sign on the site, asking about the type of lights used and luminosity. The ARB discussed the sign including if the base should be aluminum or brick and discussed about having the sign be brick and with a mention of Scottsville on the sign. The size of the sign was discussed, and compliance requirements were shared by the Architectural Review Board with Tiger Fuel. Next suggestions were provided on the exterior of the carwash and the exterior of the dumpster enclosure. Notes were provided on the Tiger Fuel site and the applicant will return with an update site plan that includes the ARB's notes.
- 4) ***New business:***
 - a) ***Krisna Hoffman, 350 Valley St.:*** Mr. Hoffman, Scottsville resident and applicant, presented on their request for a Certificate of Appropriateness for their property on 350 Valley Street. Mr.

Hoffman stated that the downstairs would be kept as boutique space and that they plan to make the upstairs an Airbnb. Their planned changes would be the replacement of windows on the second floor with double pane windows for energy efficiency. The ARB with the owners discussed the windows, confirming they will be wooden and confirming that they will be compliant with the color and trim requirements of the ARB. Next the applicant presented their proposed fence on the back of the property, they wished to install a steel pressed point fence that looks like the steel iron fences of the Historical District. The ARB found the fence to be agreeable. Finally, the applicant presented their signage for parking on the site, the ARB reviewed the sign and found it to be agreeable in size, material, aesthetics, and placement. John Rhett made a motion to approve a Certificate of Appropriateness for the windows, fence, and sign. The motion was seconded by Barbara Wilkinson, the ARB approved the Certificate of Appropriateness via voice vote at 8:58 pm.

- b) **510 East Main Street, Kelly Kroese:** Zachary Bullock states that due to a conflict of interest he will not vote for or comment on this item, due to the COA being about Zachary Bullock's property. Kelly Kroese discussed the replacement of bricks on the front steps to their home. They are trying to get the steps repointed and the mason recommended they add blue stone treads to the retaining walls of the stairs on the sides (known as wall caps). This was recommended to avoid future damage to the bricks and stairs. The ARB discussed this proposed COA and John Rhett made a motion to approve the Certificate of Appropriateness as discussed for the brick stairs. The motion was seconded by Barbara Wilkinson, the ARB approved the Certificate of Appropriateness via voice vote at 9:06 pm.
- c) **137 East Main Street, Certificates of Appropriateness:** John Rhett discussed the property, stating that he will describe the proposed changes to the property but will recuse himself from voting due to a conflict of interest. John Rhett described how changes will need to be made to add two wooden windows to the second floor by the removal of bricks. This is done to provide a secondary fire exit for proposed apartments. These changes are required to apply for a historic tax credit on the building and to comply with the fire code. Barbara Wilkinson made a motion to approve a Certificate of Appropriateness for the window additions on 137 East Main Street. The motion was seconded by Zachary Bullock and approved via voice vote.

5) **Repair, Maintenance, and enforcement issues:**

- a) **Consultation with any property owners in attendance:** Staff with the ARB discussed the poor condition inventory update done earlier in the year. Staff reported that notices have been mailed to the owners via certified mail and calls have also been made to explain compliance requirements. The ARB discusses the poor status of the property known as the "Dollhouse" at 380 East Main Street and discusses the status of the CSX train depot. ARB discussed future budgeting for the costly repair of the CSX train depot that will include a grant from CSX for repairs. Zachary Bullock discusses with the ARB about the Town Council exploring clutter ordinances and about the possible use of these ordinances for the responsibilities of the ARB.
- 6) **Adjournment:** John Rhett made a motion to adjourn the meeting, the motion was seconded by Barbara Wilkinson. The motion passed via voice vote at 9:36 pm.