



DUMFRIES, VIRGINIA
Virginia's Oldest Continuously Chartered Town
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**Architectural Review Board
Meeting Minutes
Tuesday, June 14, 2016 – 6:00 P.M.**

**Jeff Simpson Community Center
17757 Main Street | Dumfries, VA 22026**

Present: Ms. Monaé Nickerson, Vice Chairman
Mr. William Larson
Mr. James Ksanznak

Absent: Timothy Jabs, Chairman

Call to Order and Roll Call

The meeting was called to order at 6:06pm by Vice Chairman Nickerson. She also administered the roll call for the Board.

Mr. Nick Rogers, Community Development Director, gave a brief introduction and presented his professional background to the Board. Mr. Rogers noted the attendance of Mr. Ray Jackson, Code Official.

New Business

Historic District Design Guidelines: Mr. Ksanznak provided background on the Board's work on the Historic District Design Guidelines. He discussed the desire to incorporate a color chart into the Guidelines that was digital to replace the previously used hand-made one. He mentioned the Historic Colors of America guide published by the Society for the Preservation of New England Antiquities, which included color recommendations for buildings of different time periods. The color chart had folding sections, and could act as a guideline for applicants. The Board could look for applicants to use similar, but not exact, colors to match the color chart.

Mr. Ksanznak noted that the original color chart had been lost, and that Mr. Pete Singh would have a copy of the original chart.

Mr. Larson was supportive of using this color chart for evaluating colors to be used on buildings within the Historic District on a case-by-case basis.

Vice Chairman Nickerson recommended that a master copy of the color chart remain on file with the Community Development Department as a sample set.

Mr. Ksanzenak mentioned that the Zoning Administrator had the authority to approve particular colors, noting that if the same color was used, no approval process would be needed. Mr. Rogers asked if this authority was listed in the Zoning Ordinance, and said he would review the Ordinance to determine whether this duty of approving colors could be delegated to him as the Zoning Administrator.

Mr. Rogers mentioned that he would seek out whether new color charts could be ordered, and that he would research the Town archives to find a copy. Mr. Ksanzenak recommended outreach to Mr. Singh.

Open Forum: Mr. Rogers introduced Mr. Ray Jackson, Code Official to the Board. Mr. Jackson provided his background and summarized his work experience and official duties for the Town of Dumfries.

Mr. Rogers gave a status update on prospective development activity within the Historic District.

Mr. Jackson discussed his recent collaboration with Prince William County Public Schools staff on constructing an enclosure for the dumpsters at Dumfries Elementary School.

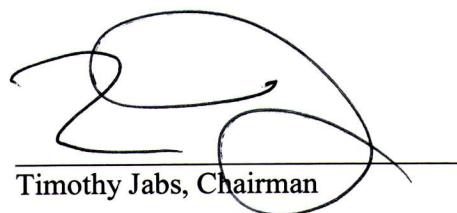
Mr. Ksanzenak noted that the Historic District Guidelines offer design recommendations for these types of enclosures and screenings. He recalled that fences lower than six feet in height did not require the approval of a Certificate of Appropriateness.

Old Business

The Board had no old business to review at their June 14, 2016 meeting.

Adjournment

The meeting adjourned at 7:00pm.



Timothy Jabs, Chairman