

# FINAL MINUTES

February 13, 2023

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## THE FAIRFAX COUNTY ARCHITECTURAL REVIEW BOARD

### Virtual Special Meeting- Using Microsoft (MS) Teams Fairfax County Platform 6:30 p.m. meeting start

#### Members Present:

Christopher Daniel, Chairman  
Jason Zellman, Vice Chairman  
Michele Aubry, Treasurer  
John A. Burns, FAIA  
Karen Campblin  
Samantha Huang  
Steve Kulinski  
Elise Murray  
Kaye Orr  
Joseph Plumpe, ASLA

#### Members Absent:

Susan Notkins, AIA

#### Staff Present:

Denice Dressel,  
*Branch Chief, Heritage  
Resources*  
Ryan Johnson,  
*Recording Secretary*

*\*Arrived after the commencement of  
meeting.*

**Mr. Daniel opened the February 13, 2023, special meeting of the Architectural Review Board (ARB) at 6:33 p.m. using the MS Teams Fairfax County Platform. Mr. Daniel started the meeting with emergency motions related to the COVID-19 pandemic.**

#### COVID-19 SPECIAL MOTIONS (Summary)

1. A quorum of the ARB must be participating remotely;
2. A vote to ensure that each member of the ARB may be adequately heard and that all members can hear each other;
3. A vote to verify that the usual FOIA procedures cannot be implemented safely or practically;
4. A vote to verify that every item on the agenda is either related to the emergency or necessary to assure continuity in government, or both; and
5. Public comment time limitations.

#### COVID-19 SPECIAL MOTIONS (Motions)

##### Mr. Daniel so moved:

To conduct this meeting wholly electronically and to effectuate both the emergency procedures authorized by FOIA the ARB needs to make certain findings and determinations for the record. It's a bit cumbersome, so I ask you in advance for your patience.

#### **1. Audibility of Members' Voices**

First, because each member of this ARB is participating in this meeting from a separate location, we must verify that a quorum of members is participating, and that each member's voice is clear,

audible, and at an appropriate volume for all of the other members. Accordingly, I am going to conduct a roll call, and ask each ARB member participating in this meeting to state your name and the location from which you are participating. I ask that each of you pay close attention to ensure that you can hear each of your colleagues. Following this roll call, we will vote to establish that every member can hear every other member.

(Mr. Daniel continued with a roll call of Members, in accordance with above instructions):

- **Ms. Aubry- aye, private residence, can hear**
- **Mr. Burns- no response, present, cannot hear, audio issues (\*\*joins meeting with audio later\*\*)**
- **Ms. Campblin- aye, Fair Oaks, Virginia, can hear**
- **Ms. Huang- aye, private residence, can hear**
- **Mr. Kulinski- no response, not present, excused**
- **Ms. Murray- aye, private residence, can hear**
- **Ms. Notkins- no response, not present, unexcused**
- **Ms. Orr- aye, Venice, Florida, can hear**
- **Mr. Plumpe- aye, private residence, can hear**
- **Mr. Zellman- aye, private residence, can hear**
- **Mr. Daniel- aye, private residence, can hear**

Mr. Daniel passed the virtual gavel to Mr. Zellman so that he could be heard to make the requisite motion.

**Mr. Daniel moved that every member that is present can be clearly heard. The motion was seconded by Ms. Orr, and passed unanimously.**

## **2. Quorum of ARB members-**

**Mr. Daniel so moved:**

As determined by the roll call, 8 members of the ARB are present and therefore satisfy the ARB quorum minimum. The ARB by-laws state that a minimum of 6 members are required to determine a quorum.

**The motion was seconded by Ms. Aubry, and passed unanimously.**

## **3. Need for an Electronic Meeting**

**Mr. Daniel so moved:**

Third, having established that each member's voice may be heard by every other member, we must next establish the nature of the emergency that compels these emergency procedures, the fact that we are meeting electronically, what type of electronic communication is being used, and how we have arranged for public access to this meeting. Therefore, I move that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for this ARB to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of the ARB and the physical presence of the public, cannot be implemented safely or practically. I further move that the ARB

may conduct this meeting electronically through MS Teams, a county virtual meeting platform and available for access through the ARB county website or through phone at 1-571-429-5982 with Access code: 527 782 323. It is so moved.

**The motion was seconded by Ms. Huang, and passed unanimously.**

**4. Need to dispense with FOIA's Usual Procedures to Assure Continuity in Government/Continue Operations**

**Mr. Daniel so moved:**

Finally, it is next required that all of the matters addressed on today's agenda are statutorily required or necessary to continue operations and the discharge of this Board's lawful purposes, duties, and responsibilities. It is so moved.

**The motion was seconded by Mr. Plumpe, and passed unanimously.**

**\*\*Mr. Burns joined the meeting with audio (was present during roll call) at 6:41 p.m.\*\***

Mr. Zellman handed the virtual gavel back to Mr. Daniel.

**VIRTUAL MEETING MS TEAMS INFORMATION- Staff (Denice Dressel)**

- Ms. Dressel informed all attendees that the meeting is being recorded, and it will be posted online within 10 days. She directed attendees to email her during the meeting, use the chat function in the MS Teams Platform for inquiries and staff would monitor and respond accordingly.
- If calling in, press \*5 to make a public comment.

**READING OF STATEMENT OF PURPOSE AND INTENT OF HOD'S**

**Mr. Daniel read the opening Statement of Purpose.**

**APPROVAL OF THE AGENDA- Chair**

**Mr. Zellman moved to approve the agenda, as provided by staff. The motion was seconded by Ms. Huang, and passed unanimously.**

**INTRODUCTION/RECOGNITION OF GUESTS (Based on MS Teams attendees' list)**

Patrick Kelly  
Christina Kelly  
Amy Owens  
Paul Trombley  
Arica Young  
David Jameson  
J. Baer  
Alexandra Wojno  
Barbara Ward

**CONSENT CALENDAR ACTION ITEMS: NONE.**

**ITEMS FOR ACTION: NONE.**

**Mr. Daniel mentioned that the ARB will accommodate 30 minutes for each workshop session- for all presentation and ARB member comment periods combined.**

**ITEMS FOR WORKSHOP:**

**\*\*Mr. Burns read disclosure statement regarding the Hollin Hills HOD items\*\* See Attachment 1.**

**1. ARB 23-HOL-05WS - 2109 Popkins Ln., Kelly Residence Addition**, located in the 2109 Popkins Ln, Alexandria, tax map numbers 0933 04 0094, in the Hollin Hills HOD. New two-story addition, replace existing retaining wall, new rear walkway. Christine Kelly represents the application. PLUS #ARBWK- 2023-MV-00002. **Mount Vernon District**

○ **Presentation/Discussion**

- Ms. Kelly presented:
  - Proposed addition to home. 2-story addition to 2-story home. Addition will be bedroom on lower level and library on upper level. Project will involve a shed being removed and retaining wall removed also. Flagstone walkway from upper level to backyard. Proposal will also tier the retaining wall and allow for planter bed. Proposed addition will match scale of casements, window, and massing of existing house. Rear elevation will have new sliding door. Will match existing brick on lower level and the retaining wall. Replacing shingle roof with light gray asphalt shingle roof.
- Mr. Daniel asked about exterior lighting. The response was there would likely be sconces and lighting on the retaining wall.
- Mr. Daniel asked if it was the intent to match the style and profile of the windows. The response was yes and that the original horizontal cedar siding would be retained.
- Ms. Huang stated that the proposal is clear and well thought-out, and signaled she will be supporting the (action item) application.
- Mr. Burns suggested showing more context views from the street. Mr. Burns believes the design fits well onto the property and particularly likes the breaking down of the massing of the retaining wall.
- Mr. Daniel read Mr. Kulinski's comments: make sure design materials and specifications are clear in final action item.

**2. ARB 23-HOL-06WS - 7606 Elba Rd, Vincent Residence Carport Addition**, located in the 7606 Elba Rd., Alexandria, tax map numbers 0933 12 0004, in the Hollin Hills HOD. Proposed addition of carport, modification and update of screen walls, minor exterior modifications to existing structure (window), interior renovation. Mr. Paul Trombley presents the application. PLUS #ARBWK-2023-MV-00004. **Mount Vernon District.**

**Presentation/Discussion**

- Mr. Trombley presented:

- Close to the bottom of Elba Rd. Adjacent to homes that have carports, original to house and designed by Goodman. Proposing a butterfly roof as home connects to carport. Downlight sconce on entry door. Carport will have a built-in storage area. Extends the roof from the existing structure. New roofing.
- Mr. Daniel stated that the butterfly roof is creative and unique, but worries that it may not be subordinate. The response from the applicant was the intent was to do something different.
- Ms. Orr really likes the butterfly roof- took the slope of the existing roof and extended it to give the property a unique touch.
- Mr. Burns asked if the front entry door is 8 feet tall. The response from the applicant was that the door is not original, but was replaced, and can provide the exact dimensions on the action item application.
- Mr. Burns is concerned that in the final construction, the roof will look heavier than what is shown in the renderings.
- Mr. Burns asked if the designer had considered lowering the pitch of the butterfly roof as to lessen its prominence as it relates to the home.
- Mr. Burns offered that there should be a slightly lower angle on the right-hand side of the butterfly.
- Ms. Murray asked whether the privacy screening will be considered a fence for zoning regulation purposes. Staff will look into the issue and report back.

**3. ARB 23-HOL-07WS - 7302 Rippon Rd. Owens Residence Addition**, located at 7302 Rippon Rd., Alexandria, tax map number 0934 05 0016, in the Hollin Hills HOD. New kitchen addition, new primary bedroom addition, new detached shed, new patio, and patio screen. Christine Kelly represents the application. PLUS #ARBWK-2023-MV-00005. **Mount Vernon District**

- Presentation/Discussion
  - Ms. Kelly presented:
    - New addition will match existing materials and roofing. Very similar to the proposal in Item #1. (see above design notes) Proposed addition will match scale of casements, window, and massing of existing house.
    - Mr. Daniel asked about the massing and how it compares to Agenda Item #1.
    - Mr. Burns mentioned there needs to be more context photos showing the slope to the street and tree cover.
    - Mr. Daniel thanked the applicant.

**4. ARB 23-HOL-08WS - 2103 Popkins Ln, Young Miller Residence Addition**, located in the 2103 Popkins Ln, Alexandria, tax map numbers 0933 04 0114, in the Hollin Hills HOD. New entry foyer; new primary bathroom addition; new guest bedroom addition. Christine Kelly represents the application. PLUS #ARBWK-2023-MV-00006. **Mount Vernon District**

- Presentation/Discussion
  - One-story home and the proposal is to have a new entry way addition and bedroom addition. New addition will have gable roof line to provide shelter for bikes and cover for trash receptacles.

- Mr. Daniel stated that the largest concern was the changing of the entryway. The response from the applicant was that the existing front door opens up into their dining room. The design would have a door to the left side of the home so it would not open up into private dining area.
- Mr. Burns stated that he believes the original design would have had the entranceway on the side elevation, not the front-facing entryway that exists now. Mr. Burns stated that the existing house has an altered condition.
- Mr. Burns mentioned that the shed roof should have a lower pitch than the gable roof.
- Mr. Burns stated to extend the clerestory window to match head height of other clerestory windows on other elevations.
- Ms. Huang is asking if a site plan is required given the relationship of the additions to the site. Staff will follow up.

**5. ARB 23-HOL-09WS - 7309 Stafford Rd. Addition**, located in the 7309 Stafford Rd, Alexandria, tax map number 0933 04 0078, in the Hollin Hills HOD. Renovation and addition to existing single-family residence. Jacob Baer represents the application. PLUS #ARBWK-2023-MV-00007. **Mount Vernon District**

- Presentation/Discussion
  - David Jameson presented- This is a Type 2 Goodman house. With a corner entry.
  - Mr. Burns and staff from Tracerics helped walk the property to provide advice to the owner and their design team.
  - Existing brick walls to remain.
  - All elevations- new architecture is at eave height or below of existing building.
  - Viewpoint from Stafford Rd.- sheds removed, fireplace is celebrated, slag gravel roof, re-roof.
  - From rear elevation- celebrate all existing glazing from existing house.
  - Red wood and douglas firs will be planted.
  - Mr. Daniel thanked the applicant for going through the history of the house. And the various additions throughout the years.
  - Mr. Burns asked if the home is flat on the street side, and then it drops precipitously to a stream valley in the rear. The response from applicant was yes.
  - Mr. Burns suggested that the proposal be kept below the existing ridge of the house. Mr. Burns likes how the 3 different additions bring some unity but with just enough differentiation.
  - Mr. Daniel stated it is important to clearly show what parts of the home are being removed. And what is being added. This will help with the action item.
  - Ms. Orr asked Mr. Burns about the sawtooth back panels. Mr. Burns mentioned there are windows that break up the paneling and also the orthogonal method of building to the setback instead of following the setback artificial line lessens their visual prominence.
  - Ms. Murray asked if the sawtooth paneling will be broken up. The response was the glass walls undulating from setback line would visually “break up” the sawtooth panels.
  - Mr. Plumpe mentioned that there should be a weeping magnolia or similar tree along the sawtooth panel side of the proposed addition.
  - Mr. Plumpe also asked about the visibility of the sawtooth. The response from the applicant was given the neighboring properties, it would not be that visible from public view.
  - Mr. Burns mentioned that there is a privacy screen and rear yard equipment on neighboring properties that also help to visually shield the sawtooth.

**PRESENTATIONS: NONE**

**BOARD AND STAFF ITEMS: NONE.**

- **Administrative:**
- **Discussion/Update Reports:**
- **Correspondence, Announcements:**
- **New/other business**

**Mr. Plumpe mentioned the ease of conducting the meeting online for a special meeting. A discussion ensued and concluded with Ms. Dressel stating she would look into the issue of allowing such meetings to take place virtually and follow up.**

**Mr. Burns made a motion to adjourn at 8:30 p.m.**

**ATTACHMENT 1: Mr. Burns' Disclosure Statement**

Attachment 1: Disclosure Statement – Mr. John Burns

I, John Burns, under Virginia Code Sec. 2.2-3112(B)(1) and 2.2-3115(H), declare my personal interest in transactions brought before the Architectural Review Board involving the Hollin Hills HOD and specifically state the following for the February 13, 2023, ARB meeting:

- (i) Workshop items ARB 23-HOL-05WS located at 2109 Popkins Lane, ARB 23-HOL-06WS located at 7606 Elba Road, ARB 23-HOL-07WS located at 7302 Rippon Road, ARB 23-HOL-08WS located at 2103 Popkins Lane, and ARB 23-HOL-09WS located at 7309 Stafford Road, involve the Hollin Hills Historic Overlay District;
- (ii) The nature of my personal interest is that I own and reside in a home that is valued at over \$5,000\* and is located in the Hollin Hills HOD;
- (iii) I am a member of a group of three or more persons who are members of which are affected by the transaction; and
- (iv) I am able to participate in the transaction fairly, objectively, and in the public interest.