

# FINAL MINUTES

February 9, 2023

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## THE FAIRFAX COUNTY ARCHITECTURAL REVIEW BOARD

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

#### Members Present:

Christopher Daniel, 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  
Jason Zellman, Vice Chairman

#### Staff Present:

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

*\*Arrived after the commencement of  
meeting.*

**Mr. Daniel opened the February 9, 2023, meeting of the Architectural Review Board (ARB) at 6:30 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- aye, private residence, can hear**
- **Ms. Campblin- aye, Fair Oaks, Virginia, can hear**
- **Ms. Huang- aye, private residence, can hear**
- **Mr. Kulinski- aye, office, can hear**
- **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- no response, not present, excused**
- **Mr. Daniel- aye, private residence, can hear**

Mr. Daniel passed the virtual gavel to Ms. Aubry so that she 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 Mr. Burns, and passed unanimously.**

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

**Mr. Daniel so moved:**

As determined by the roll call, 9 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 Mr. Kulinski, 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: 452 940 013. 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 Ms. Orr, and passed unanimously.**

**5. PUBLIC COMMENTS:**

Mr. Daniel stated that the ARB needs to determine how long each member of the public will be able to speak during the public comment periods. The public will be allowed to comment after consent agenda items and after each action item, as is standard ARB practice.

- **Mr. Daniel moved, and was seconded by Ms. Orr, that each member of the public will have 3 minutes to speak about consent and action items. The motion passed unanimously.**

Ms. Aubry 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. Burns read the opening Statement of Purpose.**

Mr. Daniel reiterated that there is a speaking time limit of 8 minutes for new items, 3 minutes for resubmissions.

**APPROVAL OF THE AGENDA- Chair**

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

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

Anne Marie McKinnon  
Connie Fan  
Elma Willcoxon  
Frank Willcoxon  
Jeremiah Huth  
Kathy Coleman  
Rhian (no surname provided)  
Lynne J. Strobel  
Theresa del Ninno

**CONSENT CALENDAR ACTION ITEMS:**

- 1. ARB-23-SUL-02 - Catchy Signs Permit** - located at 3656 Centerview Dr., Ste 11, Chantilly, tax map 0342 07 0011, in the Sully HOD. The applicant is proposing to install a sign with 3D plastic letters on aluminum panel. Omari Mohammed represents the application. PLUS # ARB-2023-SU-00001. **Sully District**
- 2. ARB 22-LOR-03 Amendment - Brymor Early Education and Preschool** located at 9060 Power House Rd Lorton, tax map 1071 09 H1, in the Laurel Hill Adaptive Reuse Area. The applicant is proposing an amendment to ARB approval **ARB 22-LOR-03** for the development of an early education and preschool use in two of the historic Lorton Reformatory Buildings, 9050 and 9060, to comply with DHR requirements. Theresa del Ninno represents the application. PLUS #ARB-2023-MV-00004. **Mount Vernon District**

**Mr. Daniel asked for any public comment on the above consent items. No comments.**

**Mr. Burns recused himself from Consent Item #2 above.**

**Ms. Murray moved, and was seconded by Mr. Plumpe, that the ARB approve consent item ARB 23-SUL-02 - Catchy Signs as submitted and presented at the February 9, 2023, ARB meeting. Upon review of the materials, the proposal is found to meet requirements of Zoning Ordinance 3101-HISTORIC OVERLAY DISTRICTS. The motion passed unanimously.**

**Mr. Kulinski moved, and was seconded by Ms. Orr, that the ARB approve consent item ARB 22-LOR-03 Amendment - Brynmor Early Education and Preschool as submitted and presented at the February 9, 2023, ARB meeting. Upon review of the materials, the proposal is found to meet requirements of Zoning Ordinance 3101-HISTORIC OVERLAY DISTRICTS. The motion passed unanimously.**

**ITEMS FOR ACTION:**

- 1. ARB 23-SMC-03 - Saint Mary's Special Permit Amendment**, located at 5612 Ox Rd, Fairfax Station, tax map 0771 01 0029, in the Saint Mary's Church HOD. The applicant is proposing an amendment to SP88-S-092 and VC88-S-158 to add land area, install accessory improvements,

and make site modifications associated with the proposed expansion of an existing cemetery. Lynne Strobel (agent) represents the application. **PLUS# ARB-2023-SP-00005. Springfield District**

○ **Presentation/Discussion**

- Ms. Strobel presented:
  - Historical background: Property is adjacent to the historic St. Mary's Church, which is the first Roman Catholic Church in Fairfax County. Clara Barton tended to wounded soldiers here during the Civil War.
  - Scope: There is a desire to expand the cemetery on the property. The Diocese gained ARB approval to remove homes on property that were once considered contributing but were later determined to be noncontributing. The area is an open area, with trees around. Church would like to add the cemetery to the church application area. No features proposed. Project will comply with Standard #3 of the HOD design guidelines- maintain natural contours of the property, maintain the property in its natural condition. Will involve installation of columbarium for interment of cremated remains. Materials reflective of existing cemetery- granite and brick- complimentary and reflective of existing conditions. Statue with 3' concrete podium- human scale.
  - Ms. Strobel was joined by Anne-Marie McKinnon with the Arlington Diocese, Kathy Coleman with Saint Mary's Catholic Church, and Connie Fan, landscape architect.
- Mr. Daniel asked for public comments. None.
- Mr. Daniel asked if a building permit would be required for the columbaria. Ms. McKinnon responded that they are classified as structures not requiring a building permit, based on her experience.
- Mr. Daniel asked ARB Members for comments:
  - Mr. Plumpe asked about how close the structures were to the property line close to the shopping center and how it may not be the best backdrop for reflection, and how they may impact tree roots.
    - The response from the applicant was that these would not be dual access columbaria. They are 12' inside the property. The columbaria function as a wall from the shopping center. The columbaria may be close to critical root zone, but not structural root zone.
  - Mr. Plumpe asked about the landscape buffer. Ms. Strobel responded that the office predates the landscape buffer requirement (in the Zoning Ordinance).
  - Mr. Burns: Recommended that maybe there be a conversation with the adjacent property owner to paint the shopping center wall forest green.
  - Mr. Daniel: Asked would the applicant be amenable to coming back to the ARB with the final columbarium design, since a building permit will not be required. These will still be substantial structures on the property.

**Ms. Orr moved, and was seconded by Mr. Plumpe, that the ARB recommend approval of action item ARB 23-SMC-03, located at 5612 Ox Rd., Fairfax Station,**

**tax map 0771 01 0029, in the Saint Mary's Church HOD, for the proposed amendment to SP-88-S-092 and VC-88-S-158 to add land area, install accessory improvements, and make site modifications associated with the proposed expansion of an existing cemetery as submitted and presented at the February 9, 2023, ARB meeting. Mr. Daniel made a friendly amendment to require the applicant to return to the ARB to host a workshop session about the proposed columbarium and statue location(s). The motion was seconded by Ms. Orr, and Mr. Plumpe, as the original seconder. Upon review of the materials, the proposal is found to meet the requirements of Zoning Ordinance 3101-HISTORIC OVERLAY DISTRICTS. The motion, as amended, passed unanimously.**

**2. ARB 23-HOL-04 - 7204 Beechwood Dr Addition**, located at 7204 Beechwood Rd, Alexandria, tax map 0933 04 0217, in the Hollin Hills HOD. The applicant is proposing the interior renovation of existing kitchen, half bath relocation, and mechanical systems; an addition of entry foyer on north end of existing structure; an addition over back, south end of existing structure; including a primary suite, living space; and the relocation of existing first floor half bath and laundry. Jeremiah Huth represents the application. PLUS #ARB-2023-MV-00003. **Mount Vernon District**

○ **Presentation/Discussion**

- Mr. Burns read disclosure statement- See Attachment 1.
- Mr. Huth presented: The addition will consist of black caviar- colored T1-11 and cyan brown tongue and groove cedar siding. Elevations were shown of the proposal and Mr. Huth discussed minor revisions since workshop.
- Mr. Daniel asked members of the public for comments. None.
- Mr. Daniel asked ARB members for comments:
- Mr. Kulinski stated that the design has evolved well since workshop – the bulk has been moved towards the back of building, and the entry roof has been lowered. In the spirit of Goodman design.
- Ms. Huang stated that the massing is appropriate for the site.
- Mr. Daniel stated that the design is sensitive and does not overwhelm the original building.
- Mr. Burns acknowledged that he mentioned to the applicant to work with the topography and push the 2<sup>nd</sup> story addition towards higher portion of lot, and to drop the entry area to the front lower entrance of the lot.
- Ms. Murray asked if the plans shown during the meeting and submitted with the package match. The applicant responded there was a slight modification to the step-down entrance. Mr. Daniel recommended that a condition be added to the approval that the final plans come back to staff for review.
- Ms. Orr asked about how the approval wording (submitted by staff) included references to interior features. Ms. Dressel responded that it could be edited during the motion by a Member.

**Mr. Burns moved, and was seconded by Ms. Orr, that the ARB approve action item ARB 23-HOL-04, located at 7204 Beechwood Rd, Alexandria, tax map 0933 04 0217, in the Hollin Hills HOD, for the proposed addition of an entry foyer on the North end of the**

**existing structure and addition over the back South end of the structure as submitted and at the February 9, 2023, ARB meeting, subject to the following condition:**

- **That the applicant submit drawings for approval by the ARB administrator. Specifying the changes of the lowered level of the entrance foyer as presented in a rendering at the February 9, 2023, meeting for approval.**

**Upon review of the materials, the proposal is found to meet the requirements of Zoning Ordinance 3101-HISTORIC OVERLAY DISTRICTS. The motion passed unanimously.**

- 3. ARB 23-HOL-03 - 7216 Rebecca Drive Addition**, located at 7216 Rebecca Dr Alexandria, tax map 0933 05 0016, in the Hollin Hills HOD. The applicant is proposing to 480 square foot single story addition to single story house. Frank Wilcoxon represents the application. PLUS #ARB-2023-MV-00002. **Mount Vernon District**

- o **Presentation/Discussion**

- **\*\*Mr. Burns recused himself from this item.\*\***
- Mr. Daniel asked members of the public for comments.
- Mr. Wilcoxon presented on minor changes since workshop. One story addition with T1-11 siding similar to existing home. Low-sloped gable roof. Retaining wall towards base of addition. 3 square slider windows on west elevation. Sliding door and large window on north elevation (window will match existing windows on elevation). The eave and roof pitch have been modified (since workshop) to address setback issues. The retaining wall has been shortened in length per workshop recommendations.
- Mr. Daniel asked for public comments. Ms. Barbara Ward (Hollin Hills DRC)-commented that last October/November 2022 the conceptual has been approved. The lot is at a very visible part of Hollin Hills.
- Mr. Daniel asked ARB Members for comments.
- Ms. Huang asked why site plan, grading plan, outdoor lighting plan- they are all the same file. Mr. Wilcoxon responded correct. He stated staff told him to upload a sheet (the same item for each). Staff responded that was related to an issue with how PLUS accepts submissions.
- A brief discussion ensued about a comment the applicant made regarding an approved zoning review on the building permit (presumably without ARB/heritage resources review). Staff commented that they would follow up.

**Mr. Kulinski moved, and was seconded by Ms. Huang, that the ARB approve action item ARB 23-HOL-03, located at 7216 Rebecca Dr. Alexandria, tax map 0933 05 0016, in the Hollin Hills HOD, for the proposed 480 square foot single story addition to single story existing house as submitted and presented at the February 9, 2023, ARB meeting. Upon review of the materials, the proposal is found to meet the requirements of Zoning Ordinance 3101-HISTORIC OVERLAY DISTRICTS. The motion passed unanimously.**

**ITEMS FOR WORKSHOP SESSION: NONE.**

**PRESENTATIONS: NONE.**

**BOARD AND STAFF ITEMS:**

- **Review and action on approval of previous months minutes January 12, 2023**
- **Mr. Murray moved, and seconded by Ms. Huang, that the ARB approve the January 2023 minutes and pay the recording secretary.**
- **Treasurer's Report: \$22,515.96 as of 1/27/23**
- **Administrative:**
  - Heritage Resources Planner II update: no update at this time.
  - 2<sup>nd</sup> meeting on Monday, February 13 at 6:30 p.m.
  - Board of Supervisors- Emergency Ordinance ends March 1, 2023. March meeting- Rooms 9 and 10 for the Government Center- 6:30 p.m. March 9, 2023.
  - Mr. Burns asked about paper copies for in-person meetings. County needs to upgrade digital projection systems.
  - A discussion ensued about meeting rooms, technology, and return to in-person. Mr. Daniel, Ms. Dressel, and DPD Management will meet about ARB concerns.
- **Discussion/Update Reports:**
  - Lorton Workhouse Master Plan: Mr. Plumpe- open charette at Lorton Arts Foundation 2/15. Joe LaHatte and Eileen Sheridan, Carolyn, and Leon
  - Reston Master Plan: Mr. Daniel had meeting with DPD staff about changes to heritage resources section. Will be a very robust section.
  - Lake Anne Revitalization Study Focus Group: Mr. Daniel attended work session- 2 charettes coming in the future. The main focus is what can be done to make it a prosperous area. The consensus was the historic properties are a great resource. Let Mr. Daniel know if you would like to be involved.
- **Correspondence, Announcements: (Staff)**
  - Review of National Register Nomination for Drover's Rest, **Dranesville District**.
  - DHR is asking for comments from ARB, HC, staff, and before it is heard by the State Review Board.
  - Needs comments by March 6, 2023. Send to Ms. Dressel.
  - If you prefer an attachment letter with personal message, get the message to Ms. Dressel by March 4, 2023.
- **Old Business**
  - Bylaws revision for August recess: Ms. Dressel and OCA found an inconsistency in the document related to language about monthly meetings. Ms. Dressel will meet with Mr. Daniel and DPD Management.
  - Ms. Dressel has sent information about all changes to the Comp. Plan and zoning changes to Members. Please review and send comments to Ms. Dressel. There are changes coming for many of the older commercial, low-slung areas of the County such as the Route 1 and Bailey's Crossroads corridors.
- **New/other business: NONE.**

Mr. Burns moved to adjourn at 9:05 p.m.



## **ATTACHMENT 1: Mr. Burn's Disclosure Statement**

***The ARB Administrator will stamp and sign copies of approved drawings or other application documents following the meeting at which approvals are granted, or at such time as drawings amended to reflect ARB actions are received by the administrator. Applicants may be required to submit additional copies of approved drawings or other application documents. Applicants may request copies of meeting minutes within 2 weeks of the meeting at which the ARB approved the minutes. Stamped drawings, letters from administrator documenting ARB action or copies of relevant minutes are required prior to projects being approved by county review and permitting agencies.***

*For further information contact, Denice Dressel, Branch Chief, Heritage Resources/ARB Administrator, Fairfax County Department of Planning and Development (DPD), at (703) 324-1380*

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 9, 2023, ARB meeting:

- (i) Action item ARB 23-HOL-04, located at 7204 Beechwood Road, involves 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.
- (v) Regarding action item ARB-HOL-03, located at 7216 Rebecca Drive, my wife and I are personal friends of the applicants and I will recuse myself from consideration of their application.