

# APPROVED MINUTES

September 8, 2022

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## THE FAIRFAX COUNTY ARCHITECTURAL REVIEW BOARD

### Virtual Meeting- Using Webex 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  
Samantha Huang  
Steve Kulinski  
Elise Murray  
Kaye Orr  
Joseph Plumpe, ASLA

#### Members Absent:

Susan Notkins, AIA  
Karen Campblin

#### Staff Present:

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

*\*Arrived after the commencement of  
meeting.*

**Mr. Daniel opened the September 8, 2022 meeting of the Architectural Review Board (ARB) at 6:31 p.m. using the Webex 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- no response, not present, unexcused**
- **Ms. Huang- aye, private residence, can hear**
- **Mr. Kulinski- aye, office, can hear**
- **Ms. Murray- aye; Weems, Virginia; can hear**
- **Ms. Notkins- no response, not present, unexcused**
- **Ms. Orr- aye, private residence, 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, 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 Webex, a county virtual meeting platform and available for access through the ARB county website or through phone at: 11-844-621-3956 with Access code: 2340 769 0662. It is so moved.

**The motion was seconded by Mr. Plumpe, 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 public will have 3 minutes to speak about consent and action items. The motion passed unanimously.**

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

**VIRTUAL MEETING WEBEX 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 Q&A box or chat function in the Webex Platform for inquiries and staff would monitor and respond accordingly. Attendees that are experiencing technical issues should call Webex Technical Assistance at 1-866-799-3293.
- If calling in, press \*3 to make a public comment.

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

**Ms. Orr read the opening Statement of Purpose.**

**\*\*Mr. Daniel reminded presenters of a general 8-minute maximum presentation time for new items, and 3-minute presentation time for revised or follow-up items, and no time limitations for workshops.\*\***

**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 Webex attendees' list)**

Andy Hight  
Cindy Haney  
Dan Beard  
Jim Souvaxis  
Robin Roberts  
David Stephens  
Barrie Williams

## **CONSENT CALENDAR ACTION ITEM: NONE**

## **ITEMS FOR ACTION:**

- 1. ARB 22-HOL-19 – 7500 Elba Road Deck Replacement**, located at 7500 Elba Rd., Alexandria, VA 22306, tax map 0933 16 0008. The applicant is proposing to remove an existing wood-framed deck and build new wood-framed deck in same location using 2018 Fairfax County Typical Deck Details. The applicant proposes to use Trex composite decking, and Feeney CableRail to enhance the structural integrity of the deck, the viewing pleasure of both owners and neighbors, and to better conform to the Hollin Hills historical character. PLUS # ARB-2022-MV-00022. Dan Beard represents the application. **Mount Vernon District**

- **Presentation/Discussion**

- Mr. Hight (owner) started the presentation. The property is at the corner of Range Rd. and Elba Rd. within the Hollin Hills community. The current deck presents a slipping hazard. The proposed deck will be on the back end of the home near the Range Rd. side. Proposed landscaping will obscure the proposed deck. Deck framing will be brought up to code. Mr. Hight showed an aerial view of the deck proposal and the plan is to enlarge the deck near the main entrance of the house and change the current half-hexagonal deck to a squared-off deck. Proposed deck will be simple black cable-rail with skirting on the sides. Trex Rocky Harbor is the chosen material—it is a light-gray material that has a wood-like appearance. 4' x 4' posts. Proposed California Privets, Arborvitae, and Red Maple (landscaping) to screen.
- Mr. Daniel asked members of the public for comments:
  - No comments.
- Mr. Daniel asked ARB Members for comments:
  - Mr. Daniel asked the applicant if this application was supposed to come in last month as an action item. The applicant responded yes.
  - Mr. Plumpe asked the applicant how he selected the proposed plants for landscaping, given some concerns about their potential growth. The arborvitae can have 15' wide diameter, and go up 30' tall. Suggested maybe some smaller plants.
  - Mr. Burns stated that the applicant had made changes consistent with workshop feedback. Mentioned that the County is not concerned with the architectural drawings, only structural integrity (as it relates to decks). Fine with the project as presented.

**Mr. Kulinski moved, and was seconded by Ms. Orr, that the ARB approve ARB approve action item ARB 22-HOL-19, located at 7500 Elba Rd Alexandria VA 22306, tax map 0933 16 0008, in the Hollin Hills HOD, for the proposed replacement of the existing wood-framed deck with a new deck of Trex composite decking and Feeney Cable Rail as submitted and presented at the September 8, 2022, 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.**

2. **ARB-2022-SP-002 – 4957 Brook Forest Dr. Garage Addition**, located at 4957 Brook Forest Dr Fairfax VA 22030, tax map 0552 27 0009. The applicant is proposing to create a symmetrical exterior elevation to accommodate a garage addition, without altering the historical portion of the house. BACKGROUND: The application comes to the ARB as a result of a proffered development condition from the Rezoning and Final Development Plan, RZ/FDP 2007-SP-013. PLUS# ARB-2022-SP-00023. Jim Souvavis represents the application.

**Springfield District**

○ **Presentation/Discussion**

- Previous workshop item.
- Mr. Souvavis presented on revisions since workshop only:
  - Floorplans were updated to better reflect interior flow between rooms
  - Subdivision proffer to allow for 3-car side garage has been complied with
  - Provided more details on building materials- hardi-plank siding, windows to match existing materials, roof to match existing
- Mr. Daniel asked members of the public for comments: None.
- Mr. Daniel asked ARB Members for comments:
  - Mr. Kulinski asked whether these were permit-level drawings, and where would the connections be to the existing house. The applicant responded that the dining room connections would remain the same. Mr. Kulinski asked about a fixed triple-door shown on the plans. The applicant responded that 2 of the door panels will remain and the remainder (the 3<sup>rd</sup> door panel) will be eliminated for a proposed gable. Mr. Kulinski also asked about the new windows and whether the head height of those windows would be the same height as the windows on the bedroom wing. The applicant responded that there will be a slight difference. Mr. Kulinski stated that the drawings seem incomplete and lack details on dimensions, trim boards, window treatments, etc.
  - Ms. Orr mentioned that the double-doors are not centered in their segment. The double-doors do not have grids. Ms. Orr asked could the door be moved so it could be centered below the window above.
  - Mr. Daniel mentioned to remember that the scope is the aforementioned proffer and that the actual historic property is in the core.
  - Mr. Kulinski agrees with Ms. Orr’s symmetry comment regarding the double-doors, but thinks the major issue with this project is whether it meets the minimum submission requirements.

- Mr. Burns applauds the window design as it breaks up the existing window design and stops faux historicism. The lack of detail in these drawings gives the contractor ability to interpret, which may not be consistent with the designer’s intent.

**Mr. Kulinski moved, and was seconded by Mr. Zellman, that the approve ARB action item ARB-2022-SP-002, located at 4957 Brook Forest Dr., Fairfax, VA 22030, tax map 0552 27 0009, in the Springfield Supervisory District, for the proposed addition of a three-car garage to the historic Woodaman House as submitted and presented at the September 8, 2022, ARB meeting. subject to the following condition:**

- That the documents presented are improved for permit submission to the County.
- Mr. Burns made a friendly amendment, and was seconded by Mr. Kulinski and Mr. Zellman, that the applicant must submit complete sets of drawings to the ARB Administrator for review.

**Upon review of the materials, the proposal is found to meet the requirements of the proffered development condition from the Rezoning and Final Development Plan, RZ/FDP 2007-SP-013. The motion, as amended, passed 8-0-1, with Ms. Orr abstaining.**

3. **ARB 22-HOL-20 - 7401 Rebecca Dr. Addition and Repair**, located at 7401 Rebecca Dr., Alexandria, VA 22307, tax map 0933 04 0244A. The applicant is proposing to add a two-story ancillary structure adjacent to, but separate from the existing structure, expand the existing east deck, reconstruct the existing west deck, expand the existing lower-level south patio, resurface the area under the east deck and add concrete steps from under the east deck to the back yard. The two-story ancillary structure includes an upper-level screened porch and a lower-level garden equipment and storage room. The area under the expanded east deck will be used for garden preparation and maintenance activities. A set of concrete steps will be added to access the back yard more easily from the garden preparation area. PLUS# ARB-2022-MV-00024. Robin Roberts represents the application. **Mount Vernon District**

**\*\*Mr. Burns read a disclosure statement related to this agenda item and #1. Please see Attachment 1.\*\***

- Presentation/Discussion
  - Previous workshop item
  - Applicant only discussed revisions since workshop:
    - 3 issues:
      - Exterior finishes on the lower portion of addition
        - Material for garden storage area wasn’t specifically defined during workshop- 2 options- brick or hardi-plank. Went with hardi-plank with a brick-like treatment.
      - Window treatments
        - Window treatment had window in lower-level going all the way to the left side of the lower-level. The final design for the window was cut short due to a structural beam.

- Overall height limitation of 20 feet from highest point of accessory structure.
  - Height for accessory structure was fixed with grade revisions.
- Mr. Daniel asked members of the public for comments: None.
- Mr. Daniel asked ARB Members for comments:
  - Ms. Orr mentioned that hardi-plank needs 6 inches of footing and asked would there be a black flashing material behind the hardi-plank that's visible on the upper-level part of the grade near the shed. The applicant confirmed yes.
  - Mr. Kulinski thanked the applicant for presentation and detail. The applicant stated he is a registered architect.
  - Mr. Daniel stated that this is an elegant design that is sensitive to the historic structure.

**Mr. Zellman moved, and was seconded by Ms. Orr, that that the ARB approve action item ARB 22-HOL-20, located at located at 7401 Rebecca Dr Alexandria VA 22307, tax map 0933 04 0244A, in the Hollin Hills HOD, for the proposed addition of a two-story ancillary structure which includes an upper level screened porch and lower level storage room, with modifications and expansions of the existing decks and patios as submitted and presented at the September 8, 2022, 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:**

4. **ARB 22-HOL-21WS - 1901 Paul Spring Rd., Studio Addition** located at 1901 Paul Spring Rd., Alexandria, VA 22307, tax map numbers 0933 04 0034. Proposal for addition to studio at rear of 1901 Paul Spring Road. PLUS # ARBWK-2022-MV-00017. Barrie Williams represents the proposal. **Mount Vernon District**
  - Presentation/Discussion
    - Mr. Williams proposed an addition to an accessory building in the rear yard to be used for storage and as a music studio. 200 s.f. expansion. No plumbing, but there will be electricity and a mini-split heating and cooling system. Heavily-wooded lot. Brick wall on north elevation. Not visible from street. Complies with 5' side setback for accessory structures between 8.5' to 12' height. Proposal will expand use of tongue and groove siding, use existing door. The new roof plane sits slightly below but will have same pitch as existing. Proposed addition has similar design language except there would be clerestory windows. The principal structure on the lot is a 1950's Type 2 Goodman house. Structure will be shorter than existing house on lot.
    - Mr. Daniel asked ARB Members for comments:
      - Mr. Daniel stated the proposed design is well-done.
      - Ms. Huang stated the proposal is nicely-done.

- Mr. Kulinski stated the project is well-conceived and the challenge of the setback led to better architecture.
- Mr. Burns stated the project is well-conceived. Lot adjacent to the west of the subject property is a civic association lot facing parkland. Mr. Burns asked about a possible visual treatment facing the civic association lot. Applicant responded it would be an anomaly to have a visual treatment facing parkland with an elevation. Mr. Burns asked about the inclusion of a gutter. The applicant responded one was not necessary.

**PRESENTATION:**

**Holmes Run Acres Potential HOD – Information Item, no public comment opportunity**

Presentation of staff preliminary findings and Draft Design Guidelines for Plan Amendment 2020-I-J1-Holmes Run Acres Potential HOD study. Denice Dressel, Heritage Resources, DPD and Sarah Vonesh, EHT Traceries will present.

- Presentation/Discussion- Ms. Dressel began the presentation providing an overview of the Holmes Run Acres Potential HOD process.
  - Is in the Mason district
  - 72% of homeowners supported the study of a HOD for Holmes Run Acres
  - Timeline:
    - August- September 2022: Community poll, Staff presentations to ARB, History Commission, and Park Authority Board
    - Fall 2022: Community poll results posted online
    - January 2023: Staff analysis and staff report. Board of Supervisors authorization of public hearing dates
    - Spring 2023: Planning Commission and Board of Supervisors Public Hearings
  - Staff analysis:
    - National Register nomination
    - Modifications review (building permits, site visits, aerial photos)
    - Distinctive features
    - Defining characteristics (curvilinear road layout, siting, modern design, roof shape, large brick chimneys, etc.)
  - Comprehensive Plan Amendment
    - No changes to planned land uses or density. Add boundary of HOD to Comp Plan Map
  - Zoning Ordinance Amendment/Rezoning
    - TBD. Regulations will likely concern land uses and bulk regulations (setback, height, etc.).
    - Zoning Map amendment to denote HOD boundary
  - Design guidelines
    - Draft(s) will be presented to ARB
    - ARB will consider adoption of final design guidelines after BOS approves HOD.
  - Ms. Dressel, Ms. Davenport, Ms. Riley from DPD, and Ms. Huang and Ms. Orr from ARB are in Work Group (along with History Commission members). Mr. Daniel and Mr. Burns attended workshop and community meetings.



- Mr. Daniel asked ARB Members for comments:
  - Mr. Daniel asked when would this come to ARB for action. Ms. Dressel responded that it would be after the BOS adopts the HOD.
  - Mr. Burns asked what is the status of the overall overarching design guidelines. Ms. Dressel said the status is directly related to staffing. Each design guideline draft has to be coordinated in community meetings with public input.
- Ms. Vonesh provided a presentation on the draft design guidelines for Hollin Hills. This is a very similar format to the other design guidelines recently presented to the ARB.
  - A discussion ensued as to the aesthetics, character, and differences between guidelines in Holmes Run Acres versus Hollin Hills.
  - If you have any comments on the design guidelines, reach out to Ms. Denise Dressel ASAP.

#### **BOARD AND STAFF ITEMS:**

- **Review and action on approval of previous months minutes: August 2022**
  - **Ms. Murray moved, and was seconded by Mr. Kulinski, that the ARB approve the August 2022 meeting minutes and authorize payment to the recording secretary (Corinne Bebek). The motion passed unanimously.**
- **Treasurer’s Report: Ending Balance as of August 26, 2022 - \$25,518.93.** Mid-Century modern (\$7500) report funding has not come out of account yet.
- **Administrative:**
  - **In-person meetings coming soon? Most likely the Emergency Order will be lifted in October.**
    - The October meeting, if in-person, will be held in the McGuire Woods Room at the Lorton Workhouse facility. The rental fee is \$60 to use the space for the ARB meeting. In October, if virtual, ARB would use Microsoft Teams.
      - **Ms. Murray moved, and was seconded by Mr. Burns, that the ARB approve, a \$60 expenditure for the Lorton meeting facility for the potential in-person October ARB meeting. The motion passed unanimously.**
    - The November meeting will be held in Rm. 232 of the Government Center
  - **Lake Anne permit update**
    - Ms. Dressel – A new tenant layout permit was issued for 1631 Washington Plaza. This was supposed to be an interior alteration, however there is significant exterior equipment visible on the outside. The HVAC trade permit was issued in November 2021. Statue of limitations has passed.
    - Ms. Huang mentioned that the duct is already installed, and it is visible from the parking lot.
    - Ms. Dressel mentioned that the duct work was supposed to be painted “Reston Brown”
- **Discussion/Update Reports:**
  - **Reston Comprehensive Plan Task Force Update – Chris Daniel**

- The Task Force recommendations are complete, and now there is a much larger public involvement phase. Please take a look at the plan, especially the heritage resource items throughout.
- **Lorton Workhouse Master Plan – Joe Plumpe and Samantha Huang**
  - Meeting on Sep. 13
- **Bylaws update for August Recess – Jason Zellman**
  - Mr. Zellman is working on language- will be distributed before next ARB meeting (October ARB).
- **Exceptional Design Awards – Kaye Orr**
  - No exact date yet.
- **Correspondence, Announcements: (Staff):**
  - **Heritage Resources Personnel Update – staff**
    - New HC commission liaison- Laura Kyviklys (Planner III) started. New Heritage Resource Planner II who will work on staff reports has been re-advertised. Laura Arseneau is leaving. ARB staffing still needed.
    - Mr. Daniel stated that much of the design guidelines, historic districts, recent heritage resources work, etc. was led by Laura Arseneau, and she will be greatly missed.
    - Laura Arseneau thanked members for their kind words and said Heritage Resources is on the right track.
- **Old Business**
  - **Remote Participation Policy update- Mr. Zellman moved to approve the policy, and was seconded by Mr. Kulinski. The motion passed unanimously.**
  - National Trust virtual conference registration- please get back to Ms. Dressel by 9/23
- **New/other business:**
  - **Budget for FY2024 - staff**
    - **Mr. Zellman moved, and was seconded by Mr. Burns, to increase annual budget \$475 to account for FICA costs for recording secretary. Motion passed unanimously.**
  - **Nominating Committee for November-** Mr. Daniel said the ARB needs to make selections soon.
  - Mr. Burns asked about professional expenditures process to get pre-approved. Ms. Dressel responded she will check on it and get back.
  - Mr. Plumpe celebrates 15 years on the ARB, and has been extended for more service.
  - Car Show Lorton Arts Facility Oct 1.

**Mr. Daniel moved to adjourn at 10:05 p.m.**

*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, Principal Heritage Resources Planner, 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 September 8, 2022, ARB meeting:

- i. Action items ARB 22-HOL-19 - 7500 Elba Rd Deck Replacement and ARB 22-HOL-20 - 7401 Rebecca Dr Addition, and workshop item ARB 22-HOL-21WS - 1901 Paul Spring Rd Studio Addition, 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.