

# TOWN OF SCOTTSVILLE

## Architectural Review Board

### Regular Meeting

Thurs., July 7th, 2022

Victory Hall

401 Valley Street

Scottsville, Virginia

## Mayor

Ron Smith

## Members

Zachary Bullock, *Chair*

John Rhett, *Architect*

Erin Root, *Vice-Chair*

Austin Twitchell

*vacancy*

## MINUTES

- 1) *Call to order, establish a quorum, and agree to agenda:* At the beginning of the meeting Bullock, Root, and Twitchell were present with Rhett being absent. Town Administrator, Matt Lawless requested that the Board add to the agenda '495 Valley St., Certificate of Approval' into Item 5) New business and chair Bullock requested the addition of 'Interview of applicant for vacancy' after item 6) Repair, maintenance, and enforcement issues. A motion to approve the agenda with amendments was made by Root and was seconded by Twitchell, it passed via voice vote at 7:06pm.
- 2) *Approval of past meeting minutes for June 16<sup>th</sup> ARB meeting:* Board member Twitchell made a motion to approve the past meeting minutes for June 16, 2022. It was seconded by Board member Root. The motion passed by voice vote at 7:07 pm.
- 3) *Matters from the public:* Opened at 7:07 pm, no one from the public was present in-person or online. Matter from the public closed at 7:07 pm.
- 4) *Old business:* At 7:07 there was no outstanding old business and Bullock asked that we move on to item 5.
- 5) *New Business:*
  - a) *Certificate of approval (COA) for 495 Valley St.:* The current owner of Scottsville Supply Co., Kimberly Shifflett, explained that they wish to repaint the façade, doors, and windows of the building. Board discusses the COA pertaining to the building approving the touchup of the sections of the façade that are currently yellow be touched up again in yellow, approved that the windows on the side and back and that the halfmoon windows on the building also be painted blue, with the current doors being painted yellow and the frame of the doors laterals to be painted blue up to the top. The panel above the front window but below the halfmoon window was approved to be painted yellow and to be framed in blue. Additionally, the Board came to a consensus that the panel behind the AC unit above both doors to be painted first blue color and to be reassess by ARB to see if it fits aesthetically with the building, and to in the future consider white if blue makes the AC units pop out too much. Root made a motion to approve the COA as discussed, which was seconded by Twitchell and passed unanimously via voice vote at 7:35pm.
  - b) *Unpermitted work on 115 W. Main St.:* At 7:36pm the owner of Flowers on the Run, David Strong, spoke about his proposal for a new sign that will be made of fiberglass

resin with a gloss, the sign will have a basic all black name design for the business and will be weighted inside to prevent too much movement in the wind. Strong discussed that the weights inside the sign will not be visible and that it will fit specification of hanging with the size 16' by 44' maximum. Twitchell made a motion to approve the COA as proposed, which was seconded by Root, and passed unanimously via voice vote at 7:49pm.

6) *Repair, maintenance, and enforcement issues*

- a) *Consultation with any property owners in attendance:* Peter Pitsiokos, in reference to 221 Warren St. spoke around a violation concerning his property at 7:52pm, calling in from the airport. Pitsiokos spoke to spending the last few days working on the property to remediate the issues listed from the poor assessment of the property. The Board will issue a new COA with language parallel to the latter sent to the owner regarding improvement that need to be done to the property. The Certificate of Approval will list the repairs needed to poor condition properties so that follow up is facilitated on progress of the property. Bullock asked that the new COA include the list of improvement requested by the ARB in addition to repairs that the owner is planning to make beyond ARB requests, Matt Lawless will draft a new COA for the resident.
- b) *Complaint on unpermitted work at 280 Valley St. and 155 W. Main St.:* Nicky Anderson, General Manager of Tavern on the James, at 280 Valley St. spoke at 8:04pm about the unpermitted work on site. The Board shared that they ask for a COA to be on file around the unpermitted work and around any necessary changes to the property. The ARB reviewed that the owner painted the foundation to cover up deterioration and that the business painted the riser and run of the steps on the corner of Valley St. and Main St. and that the painting of the steps in black is a safety issue. The ARB also spoke to the trim high on the building needing a second layer of paint to complete the black on the trim above white on the building's façade. The Board also requested a second coat on the column on the front of the building and to completely paint the top of the column black. Root made a motion to approve the COA as discussed to allow for the painting of the foundation, the riser and runner, and to repaint the trim of the building and the column. Twitchell seconded the motion and the motion passed unanimously via voice vote at 8:14 pm. Note: Instead of unpermitted work for 155 W. Main St. being spoke on during 6) b), the property of 155 W. Main St. was discussed earlier in the meeting in item 5) b)
- c) *Landscaping Violation at 969 Valley St.:* Staff have sent another notice to the violator and checked with the town attorney about the appropriateness of the letter, the Dollar General has consented to do the work twice to improve the landscaping but has not followed through with the work and will begin to incur fines. MCE Commercial of Roanoke rents the commercial space to Dollar General and have been told to follow up on landscaping and that they can speak with their tenants to follow up with landscaping violations. Bullock requested that Staff keep an eye out on the condition of 969 Valley St.
- d) *Poor condition notices for multiple properties:* Bullock asked about the Bus Depot and the COA the ARB approved a few years ago, sharing that no work has been done on that COA. Bullock asks if the Depot is in violation, Mr. Lawless shares that the COA has

expired and that the site has erosion issues that are not enforceable at this time, Bullock asked that staff reach out to the owner to ask that they attend an ARB meeting to explain the site. At 8:24 The owner of 495 Valley St, Kimberly Shifflett returned to ask for more leeway on their ARB COA, rediscussing the subject with ARB until 8:30pm. ARB clarified that the COA was already approved with leeway to paint blue and asked for follow up by staff.

- 7) *Interview for applicant for vacancy:* Bullock made a motion to enter closed session, with Twitchell seconding the motion. The motion passed via voice vote, with both Twitchell and Root stating aye at 8:34pm. Bullock certified in opening the session that the only subject discussed was the vacancy with the applicant, Root seconded the motion and certified with a roll call vote: Root Yes, Twitchell Yes, Bullock Yes, and passes unanimously at 8:48 pm. Root made a motion to appoint Josh Peck to ARB, Twitchell seconded the motion and the motion passed unanimously via voice vote at 8:50pm.
- 8) *Adjournment:* Twitchell made a motion to adjourn, which was seconded by Root. The motion passed by voice vote at 8:52 pm.