

STAFFORD COUNTY ARCHITECTURAL REVIEW BOARD MINUTES
May 5, 2025

The meeting of the Stafford County Architectural Review Board of Monday, May 5, 2025, was called to order at 6:00 PM by Mark Ethridge, in the ABC Conference Room of the George L. Gordon, Jr., Government Center.

MEMBERS PRESENT: Doris McAdams, Kim Taylor-Wilson, Mark Ethridge and Billy Shelton

MEMBERS ABSENT: Linda Burdette

STAFF PRESENT: Nancy Kotting, Vicki Sowers

GUESTS PRESENT: Mr. and Mrs. Moss

CALL TO ORDER

Mark Ethridge called the meeting to order at 6:00 PM.

ROLL CALL OF MEMBERS

Vicki Sowers called roll. There was a quorum.

VOTE TO ACCEPT OR AMEND THE AGENDA

Billy Shelton made a motion to add the Grizzle building to the agenda. Kim Taylor-Wilson seconded. Motioned to accept the amended agenda passed 4-0.

PUBLIC PRESENTATIONS

None

NEW BUSINESS

1. Proposed By-Laws change: Establishment of Quorum

There is a discrepancy between the definition of quorum in the ordinance for the ARB and the ARB bylaws. The ordinance says a quorum is "4 members". The bylaws say a "majority of sitting members". The ARB members would like to follow the bylaws' definition. Ordinances are currently being updated and Ms. Kotting will inform the Board once the ordinance has been updated and accepted.

2. Certificate of Appropriateness Application Review: 215 Ingleside Drive

Ms. Kotting reviewed the COA application for 215 Ingleside Drive. Staff recommended approval with the following modifications:

- A. Under "Project Description" strike line #4 which reads "to be stained dark green to blend into area landscape" and replace with "Applicant will refrain from applying any coating to the fence until such time as the lumber is weathered to a natural grey. At such time the applicant will apply a clear, non-pigmented, non-glassy, penetrating stain if so desired."

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- B. Under "Project Description" strike line #5 which reads "1 10' gate-metal" and replace with "Applicant shall install 1 10' gate of wood construction with necessary hardware comprised of iron or other dark metal".

Billy Shelton made a motion to approve the application as submitted. Doris McAdams seconded the motion. Motion denied, 3/1.

Mark Ethridge made a motion to approve the application with modifications recommended by staff. Doris McAdams seconded the motion. Motion passed, 4/0.

3. Certificate of Appropriateness Application Review: Union Cemetery/Historic Falmouth Cemetery

Ms. Kotting presented the COA application for the cemetery sign. This item was presented at the Historic Commission on Monday and the Commission requested further information on the history of the name of the cemetery. The Virginia Department of Historical Resources has paperwork referring to it as the Union Church. After getting more information Ms. Kotting feels Falmouth Cemetery is appropriate but using "Historic" Falmouth Cemetery seems redundant. There was discussion on the color of the sign, but the board didn't feel strongly about either brown or red. Mark Etheridge made a motion to accept the application as submitted. Doris McAdams seconded. Billy Shelton recused himself from the vote. Motion passed, 3/0.

4. Grizzle Building

The Historical Society asked if the Grizzle Building would be available for a museum. There are some negatives – the degradation of the roof, an automobile has run into the building, it's been vandalized several times and the floor had partially collapsed. There is also the possibility of VDOT widening Butler Road. Mr. Shelton feels the original main building, without the added-on expansions, could be moved back on the property fairly easily. Mark Ethridge made a motion for a letter to be sent recommending the preservation of the Grizzle Building and the Shelton Cottage. Ms. Taylor-Wilson seconded. The motion passed, 4/0. Ms. Kotting will draft a letter to Supervisor Diggs of the Falmouth District.

UNFINISHED BUSINESS

None

APPROVAL OF MINUTES

February 3, 2025

Mr. Shelton motioned to approve the February 3, 2025 minutes. Ms. Taylor-Wilson seconded. Approved 4 – 0.

ADJOURNMENT

With no further business to discuss the meeting adjourned at 7:05 pm.