

STAFFORD COUNTY ARCHITECTURAL REVIEW BOARD MINUTES
October 6, 2025

The meeting of the Stafford County Architectural Review Board of Monday, October 6, 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: Mark Ethridge, Doris McAdams, Linda Burdette, Kim Taylor-Wilson and Billy Shelton

MEMBERS ABSENT:

STAFF PRESENT: Nancy Kotting, Crissy Kendall

GUESTS PRESENT: Dr. Alyson Azzara

CALL TO ORDER

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

ROLL CALL OF MEMBERS

Ms. Kendall called roll. There was a quorum.

VOTE TO ACCEPT OR AMEND THE AGENDA

Ms. Burdette made a motion to accept the agenda as submitted. Mr. Shelton seconded. Motion carried, 5/0.

PUBLIC PRESENTATIONS

Dr. Alyson Azzara from the George Washington District, across parcel 59-70, heard that the Sherwood Forest farm was going to be potentially considered for Historic Overlay. She put together some information for the county for consideration to be expanded to include parcel 59-70. Maps from 1862 and 1863 were found which show that there are areas that are forested, that were not there at that time, with indications that it's possible that there are parts of that farm that were included and farmed and should be considered for an overlay.

Dr. Azzara indicated that she has spoken with her neighbors, who have recollections and have family members and extended family that worked on the farm in various capacities, and some of the neighbors confirm that there are parts of the area along the White Oak Run that have been consistently forested over time, which would indicate old growth.

Dr. Azzara said that she, together with her husband who is a GIS major, have taken time to overlay old growth forests from recent publications in academic journals, as well as NASA LIDAR information. She and her husband have information that shows the cultural aspects and the natural capital value of the area, and the area is in the top 20% most valuable areas in Stafford County.

She mentioned in addition to having the cultural significance of being part of the original farm of Sherwood Forest farm, there is the cultural significance of having been forested for a very long time, and in and of itself, it is culturally significant because of the use of that space, not only to support the farm activities in terms of clean water and timber, but also for going back further into the archeological record with potential linkages to indigenous tribal activities that may have taken part over and along the waterway.

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NEW BUSINESS

1. Establish list of potential Historic Resource Overlay Districts for further research

Ms. Kotting explained the request was that members of the board present a list or an idea for suggested overlay districts throughout the county, and the list would be discussed at the meeting.

Billy Shelton provided information on Hartwood House from the Office of Commissioner of Revenues. He stated that the house goes back to the 1800s and the owner presently is BMT River Shore Corporation. The property originally belonged to Mr. Hudson, who passed away in a fire in Alexandria several years ago. The second one is Ellersly which is off of Truslow Road. It was initially part of the Klein family property, then migrated to being part of Mark Osborne property.

Kim Taylor-Wilson suggested resources along the Rappahannock River corridor, Hunter's Iron Works and slave related sites. The slave related sites have been included in a Dovetail study conducted in 2015. Nancy Kotting will review the study and pull ideas for presentation at the next meeting.

Linda Burdette presented the site of the Samuel Pierpoint Langley's aerodrome experiments. This property is located withing the boundaries of Quantico. Quantico has its own historical preservation and Stafford has no jurisdiction. She also recommended Berea Baptist Church and Burnside Manor. Ms. Burdette looked at list of century farms on the Virginia Department of Agriculture and Consumer Services but didn't find much.

Ms. Kotting reminded the members that the criteria is architectural, famous person/event or the potential for research. If the location meets one of those criteria, an address or tax parcel number would be very helpful.

2. Staff Report: TM 59-70 research for consideration as Historic Resource Overlay District

Ms. Kotting noted that the Chairman requested she complete this research prior to the October meeting. She presented a summary of her staff report concluding that there is not enough quantifiable criteria for her to recommend that the ARB refer this to the Stafford County Board of Supervisors as an overlay district or as an addition to the current tax parcels that are being referred. She recommended a Phase II archeological survey be conducted on the archeological site that has been identified as potentially eligible, which is a small prehistoric camp. The owner would have to conduct the study. Ms. Kotting's recommendation is that additional research needs to be conducted. Mr. Shelton made a recommendation to accept the staff's recommendation as represented. Ms. McAdams seconded the motion. Motion passed. 5/0.

3. Review of COA Review Rules of Procedure

The updated COA Rules of Procedure were explained, and Ms. Kotting reminded the Arb that legal has also reviewed them. Ms. Kotting created a flow chart to help members navigate making a decision on COA applications. It is important to understand that the floor is open to applicants then closed. No back and forth. Questions can be asked during the applicants' presentation of their application. The floor is closed to the applicant during the discussion. It can be reopened to the applicant to discuss and obtain verbal agreement to the modifications.

There was some concern that the 60 days to make a decision, in some rare cases, may not be enough time. Ms. Kotting explained that if an application comes in that is very complex, the chair could choose to

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convene a business meeting to discuss it prior to the public review. It would have to be a public meeting but it's not participatory with the public nor the applicant.

4. 985 White Oak COA Update

Legal Department revised their guidance as this is a new/unique situation. The property has been sold. The new owner will be issued a new notice of violation for the work that was done without a COA. They will have to fill out a new Certificate of Appropriateness to be reviewed by the ARB. The new COA will need to have the new owner's name on it as the old COA application with the prior owner's name is now void.

UNFINISHED BUSINESS

None

REPORTS BY ARB MEMBERS

Doris McAdams reports that the frame for the garage on Ingleside Drive is now up.

Linda Burdette reminded members that the hearing for the Historic Overlay at Sherwood Forest is tentatively scheduled for January 20, 2026.

APPROVAL OF MINUTES

September 8, 2025

Mr. Shelton motioned to approve the September 8, 2025 minutes. Ms. Taylor-Wilson seconded.
Approved 5/0.

ADJOURNMENT

With no further business to discuss the meeting adjourned at 7:03 pm.