

**AGENDA**  
**Historic Yorktown Design Committee**

York Hall  
East Room  
301 Main Street, Yorktown  
February 21, 2024  
7:00 PM

1. Call to Order
2. Roll Call
3. New Business
4. Approval of Minutes
  - a. October 18, 2023
  - b. January 17, 2024
5. Applications for Certificates of Appropriateness
  - a. **Application No. HYDC-247-24, 425 Water Street, York County**
  - b. **Application No. HYDC-248-24, 104 Buckner Street, York County**
6. Old Business
7. Reports / Member Concerns
8. Adjourn

# Historic Yorktown Design Committee

## Minutes

October 18, 2023  
East Room  
York Hall  
301 Main Street  
Yorktown, Virginia

**Members Attending:** Tom Tragle  
Margaret Mack-Yaroch  
Carol Tyrer – Alternate Member - Voting

**Staff Attending:** Earl W. Anderson, AICP

### **New Business**

None

### **Approval of Minutes**

The minutes of the June 21, 2023 meeting were approved unanimously.

### **Old Business**

#### **Tabled - Application No. HYDC-241-23; G-Square, Inc., 524 & 528 Water Street**

Mr. Anderson stated that this application, submitted by G-Square, Inc., requests approval of the design and architectural features of a new 4,100-square-foot restaurant proposed to be located at the intersection of Water Street and Read Street on the hillside to the left of the Pub. The application appeared before the HYDC on September 20, 2023, and was tabled by the committee to allow the applicant to provide renderings showing the view from the Riverview home that sits on the bluff above the proposed location. The applicant submitted the renderings which show the roof from the Riverview home. The renderings show the original roof line (12:12 and 9:12) and a reduced pitch of 9:12 and 6:12.

The proposed restaurant would be placed to take advantage of views of the river and beach with a wraparound porch that will offer three-season dining. The entrance to the restaurant is proposed to be on Read Street with a small porch and stoop. The applicant describes the restaurant building as being residential in scale, with traditional fiber-cement siding, a wrap-around porch, and a standing seam metal roof. Though the rendering shows a ship

and sign on the Water Street side of the building, no details for signage have been proposed. If the applicant wanted to add signage later it would be reviewed by the HYDC.

The proposed restaurant use will need to be reviewed under the YVA – Yorktown Village Activity district permit requirements for the expansion of the restaurant use and was reviewed by the Planning Commission on October 11, 2023. The Planning Commission tabled both applications until their November 8, 2023 meeting to give the applicant time to review the input received from the public during the meeting. The Commissioners asked the applicant to address the scale of the proposal, the possibility of putting the boardwalk fully under roof, and addressing the parking. The Board of Supervisors will make the final determination on the YVA permit.

Mr. Anderson noted that there are several points that the committee should consider in their process. These include landscaping along the hillside, parking, the proposed string lighting on the boardwalk, the low-slope roof over the bar areas, the shade sails, and the balusters on the railings.

In the staff's opinion, the proposed construction with either the original or lower pitch roofline is consistent, subject to certain conditions, with the Design Guidelines and with the character of surrounding structures and the Waterfront sub-district. Staff believes that the proposal is well conceived, improves pedestrian safety, consolidates and organizes the existing parking, and will represent a significant improvement to this segment of Water Street. Accordingly, staff recommends that the Committee find it consistent with the Yorktown Design Guidelines, subject to the following conditions:

1. The architectural design and features shall be consistent with the conceptual renderings entitled "Boardwalk On Water Street" and provided documentation and materials prepared by GuernseyTingle, and dated August 28, 2023 and October 10, 2023.
2. Evergreen shrubs with branching to the ground, but not having a height of more than five feet at maturity shall be planted along the top of the retaining wall to provide screening.
3. Sidewalk materials and design shall match the existing sidewalk on the beach side of Water Street.
4. Parking areas shall be surfaced with and match that of Water Street.
5. Lighting shall be installed and maintained to prevent unreasonable or objectionable glare onto adjacent rights-of-way and properties and shall incorporate the use of "full cut-off" luminaries/fixtures at levels that shall not exceed 0.1 footcandles at the perimeter property lines of the abutting residential property on the bluffs.

6. Parking and pedestrian lighting shall be shielded and down-directed toward pedestrian and parking areas and avoid light trespass toward the rear of the property.
7. Wood siding should be horizontal clapboard (beaded edge or beveled) with approximately six inches (6") exposure. Trim should be made of trim-grade lumber, not to exceed two inches (2") in actual thickness, six inches (6") in width at corners and four inches (4") around openings, except for trim around the main entrance(s) which can be of different sizes and configurations compatible with the building style and features.
8. New retaining walls should be finished in brick or granite. Existing retaining walls that remain shall have an architectural treatment to blend in with the building and/or hillside and not be seen from the beach or river.
9. Any roof vents, chimney caps, and plumbing vents shall match the color of the roof or shall be black, dark gray, or copper/bronze.
10. Any commercial kitchen exhaust vents shall be concealed from view from public streets, walkways, and the river.

Mr. Tom Tragle asked if there were any questions for staff and hearing none he asked the applicant to speak.

Mr. Tom Tingle stated that he is the President of GuernseyTingle Architects working with Mr. Greg Granger, who was out of town at the September meeting on a much-planned family vacation but is here tonight. He also introduced Rick Tanner, who is the purveyor of the Yorktown Pub restaurant. Mr. Granger owns the property that runs from Larry's Lemonade to the property in between all the way to Read Street including the Pub. At the last meeting, the HYDC approved the boardwalk and tabled the restaurant. They heard from the last meeting the concerns about the height of the restaurant roof as it related to the houses at the top of the bluff, and specifically to the views from the Riverview house on the Grace Episcopal Church property. After the tabling of the restaurant at the last meeting they went back and looked at the model view from the top of the bluff, looking at what kind of impedance from the top of the bluff the restaurant's roof may have, and if the roof pitch could be lowered. Originally, they had a traditional 12:12 pitch on the center gables, a 9:12 pitch on the front-to-back gable, and a lower 4:12 pitch on the other roofs.

Mr. Tingle opined that last month there was not much discussion about the roof color, but they certainly heard a lot of conversation about roof color at the Planning Commission meeting, last week. Additionally, Mr. Granger had conversations with several of the neighbors over the last week and they also met with the church and got drawings from them of the Riverview house. This enabled them to model the home and give a good reference

for the elevation relative to sea level and to show it in the model. He showed images that are very accurate as to the viewshed from the bluff. The first image showed the view looking down on the back of the Pub and the storage shed, there are overhead power lines there, but those will eventually be gone. The next image showed a lowering of the roof pitch, with the center gable going down to 9:12 to meet the Design Guidelines. They dropped the front and back pitch on the right part of the roof to 6:12 and the wraparound porches and the entrance down to 3:12. That effectively brings the mass down. He showed other images that illustrated that the center gable will keep the view of the edge of the water on the York beach and with the size reduction of the height you have a three- to four-foot vertical elevation difference and you are still seeing the part of the beach even some of the trees along Water Street. Mrs. Krams who lives on the bluff will not have impacted views, as her house is much further to the west.

Mr. Tingle continued that there was not much talk last month about color, but some of the conversations that Mr. Granger had with neighbors showed that they needed a different color other than IHOP blue. He showed images showing the metal finish being tan color and a seal gray color. He then showed an alternative with architectural shingles, a weather wood blend color, like many roofs in the Village have, and started to reinforce the residential scale of the building. In response to some of the things heard at the Planning Commission meeting about the architecture, they are trying to match the traditional architectural character that is in the village of Yorktown. The building has siding that is weatherboard siding, with six-inch exposure, similar to what you find in Georgian and Colonial homes. The windows are double-hung windows, with the wraparound windows on the porch being triple-hung allowing those windows to open vertically when the weather's nice. The base of the building is about six feet above grade at Water Street and that is the other reason that they don't have a door on Water Street. ADA access would require a very long and winding handicap ramp. There will be ADA parking off Read Street which is at grade. The building has a brick foundation, much like a house, and is sitting on a crawlspace. He said they attempted to use materials that are certainly residential in character that are Neo-Colonial or Neo-Georgian and tried to keep the roof such that the gables are relatively small and are about 24 feet in width. They attempted to make the building look smaller in scale and mass and more in keeping with the architecture of the traditional buildings in the Village.

Mr. Greg Granger added that the other advantage to the pitched roof is it allows the HVAC equipment not to be exposed to the view from above, which is currently something that I think Mrs. Krams and the church would prefer not to see on the top of Larry's or the Pub. Aesthetically it is a much better view with the HVAC equipment and refrigeration equipment concealed in what would be the attic or workspace above there. That is one of the other things that is important to point out because a flat roof or a pitch that is just a shed roof does not allow for that HVAC equipment to be concealed.

Mr. Tingle noted that there will be some rooftop exhausts and other appurtenances above the kitchen. Also, there is landscaping around the top of the retaining wall.

Mr. Tragle asked if they had time to go over the height and colors with the church.

Mr. Tingle stated that Mr. Granger and he met with David O'Brien and the Rector yesterday and they took these slides presented tonight to the Vestry meeting last night. But they have not heard back from them.

Mr. Granger opined that after the Planning Commission meeting last week, he came away with the impression that he needed to find out whether this was something that the community wanted or whether there were elements that they wanted to be changed. He met with Mrs. Krams individually for about two hours and received some great feedback as to changes that she would like to see on both elements. Then he spent about an hour plus yesterday at Grace Episcopal Church to ask for their input and encouraged them to go back to some of the members and find out what things they liked and disliked. He hopes to have a conversation with the community here to see how they feel about the proposal. He wants this building to be functional, practical, and a true asset to the community. He would like the Committee to table the request so he can speak to everyone and leave here with some additional ideas and things that can be changed. However, if the notion is that there is no way the roof can be low enough, or there is no color that can be put on the roof to make most happy, then that is fine. However, if there is some middle ground to be achieved with the roof, the color, the roof pitch, or possibly scaling things back, he is here to listen. He would love to see a path forward on the roof or the roof color and other elements of the restaurant. They will revise the drawings for the Planning Commission, and then for next month's HYDC and hopefully, all the changes that can be incorporated can be approved.

Ms. Margaret Mack-Yaroch stated that she would love to hear from everyone. There is concern in the community about whether the structures fit within the scope and the sequence of the community. This committee is taking the time, as well as the builder, to speak and talk with the neighbors and community about the changes that would be made and what would be beneficial to the community. She does think that as a committee, there is a responsibility to see that what is presented is in congruence because it would be a great improvement for the community. Many questions come to her mind when thinking about this application. Should this be more in line with the hotel, doing more of a black-and-white color scheme? Does this fit within the community? We are not going for a Myrtle Beach or Florida look. How does it play out to allow this improvement, which would improve pedestrian and vehicular safety on Water Street? The committee isn't considering a historic building but something that is more in line with what is there and a better fit with the beach area.

Mr. Tragle opened up the meeting to discussion from the community.

Mr. Jacque van Montfrans stated that he lives at 220 Church Street. He appreciates the willingness to hear from folks and he thinks everybody has their view of this issue. There is a lot of interest in this locally and he would suggest that Mr. Granger gather folks that have an interest in this issue together to get their input.

Mr. Granger said that this request was exactly what he wanted to do tonight. Get the input from those who are interested and then take those ideas, make revisions, and resubmit those changes to the Planning Commission and this Committee. He would be happy to share his email address if someone wanted to send comments. He is here to listen, tonight.

Mrs. Betsy Taylor thanked Mr. Granger for his sensitivity and openness. She felt that the softer roof colors felt more comfortable. She suggested using the seal color to blend better with the water.

Mr. Granger said they went with the standing seam to match what was on the Water Street Grill. They were trying to tie in the pieces of Water Street Grill with a mix of exterior architecture. Their building has some brick and siding and they were trying to tie that into this proposal. Some people have asked why not add on to Larry's or the Pub and the biggest hurdle there is complying with the current fire code. Everyone knows that the bathroom in the Pub is not ADA compliant and it would be difficult to make that happen. That is why there are separate structures; however, they are a complement to what is there. He is thinking that Larry's could be more of a hamburger and pizza place, with the deck as a bridge between and where you could order from either restaurant. Then there would be the Pub, where there will be a nicer product with crab cakes and seafood, and then the new restaurant would be another tier up on the food quality and service, so the three hit various markets.

Mr. Seldon Walker stated that last night the Grace Episcopal Church vestry reviewed the proposal and the consensus was that they liked the gray color of the roof, with a close second being the tan color. The height was not an overall concern for the vestry. He felt the biggest concern was figuring out the parking and capping the noise.

Ms. Angier Brock thanked Mr. Granger for his willingness to listen and implement what he had heard. She has not weighed in on the aesthetic and her concerns are with the noise and parking. On the other end of Water Street, Riverwalk wants to seat 500 people and now you want to seat 300 and no significant parking is being added. That puts pressure on the area and backs cars to parking up in the neighborhood. Read Street is one-way and if people are stopping to let people off it will cause traffic problems. If the restaurant were smaller, with fewer seats, adding some drop-off areas or handicap parking on the Read Street side could alleviate that concern.

Mr. Granger explained that they made a mistake because the numbers included were based on what the fire code allows. Previously, it was calculated that 130 seats could be on the

deck. That is too crowded. When you look at how many seats the existing outdoor seating area can hold the new deck would only increase by 18 seats. The deck will cap at 110 seats. He recognized that what the Pub has is temporary, but the desire for outdoor seating is not a temporary situation, since COVID the demand for outdoor seating is tremendous. He also noted that they can scale the new restaurant from originally 4,200 square feet to about 3,500 square feet. He observed that when you take a picture of a fish, you hold it out, and it looks bigger and the pictures for the restaurant show it being held out making it visually big; and huge by comparison to the Pub. When this is brought back the pictures will be from different angles. Therefore, reducing the scale of the building and the number of seats on the deck can be done. He added that overall they have gained one net parking space between the two products and adding more parking there is not possible, even if they did not do the two products. There is not a way to add parking there.

Ms. Brock asked if you shorten the building by chopping off one set of windows and making 45-degree angled parking so you could get a few more spaces. She is concerned about the Read Street backup, as people are dropping off.

Mr. Granger stated that there is a pull-off behind the building, where there are two handicap spaces and the dumpster. So there is space for somebody to pull in behind the restaurant, when dropping somebody off, with room to turn around. He is also in the process of working on a draft remote parking agreement. The goal is to make Water Street a destination, not just one restaurant. This is about enhancing all of Water Street and its walkability. The restaurants could provide remote parking service with a golf cart or a shuttle. When you park in Williamsburg it is not that they have a parking problem, what they have is a signage problem, because people don't know where to go. If you know where to go to park, then you go there, so you need to educate the clientele. There could be signage that asks them to send a text and be picked up and dropped off. You need to educate the people on where to park and they will not drive around looking for parking. Just tell them where it is and then they don't go around looking.

Ms. Elizabeth Wilkens opined that as long as there is parking right there, people are going to drive there to get as close as they can, making two or three passes to see if somebody's going to leave. She likes to walk but most people are not as apt to do that when they are hungry.

Mr. Granger opined that he also wanted to propose a full roof over the deck to help dampen the noise. The outside seating has been there since 2020 and Mr. Tanner can confirm that there has never been a noise complaint made about the outdoor dining.

Mr. Tragle stated that this came up last time and Mr. Tanner said he was fine with the time cut-off of 9:30 pm.

Mr. Rick Tanner agreed.

Mr. Tragle said that they also talked about indirect lighting. In the scenario where the deck would begin to close at 9:30 pm then that would cut down on anyone running around drinking at 10:00 or 11:00 pm.

Mr. Granger noted that York County has a noise ordinance and if they were to violate it, then they would be in trouble. They plan on adhering to the noise ordinance and the light restrictions. That is why there are rules, policies, and ordinances in place to control.

Ms. Brock stated that the Village streets are pretty dark and she finds that to be wonderful. Another factor when thinking about off-site parking and people walking is that there are not many street lights. That may make walking unappealing to some people.

Mrs. Terri Hodson said she walked home for the Board of Supervisors last night and it was very dark down Main Street. The County could consider some enhanced lighting that goes on and off and is not on all night long along Main Street. She applauded Mr. Granger for coming back to the table and giving them the chance to voice opinions and suggestions in a very respectful manner on both sides. She agreed with squishing the new restaurant just a little bit to provide additional parking. She may be in the minority, but she would love Yorktown to be considered a walking village where people walk everywhere. She understands the handicapped issues and that is being taken into consideration. If there is no parking, then she will park where she can and walk. When there are concerts or markets, people do the same thing and park up the hill and walk down. She thinks people will do that with the new deck and restaurant. She thinks there is a need to be cognizant of both types of people and if more parking can be added that is good, but also creating a safe walking space would be great. She liked the gray roof color. She asked if it is possible to show more continuity between the Pub and Larry's, as the whole area now is a hot mess.

Mr. Tragle asked if Mr. Tingle could give some perspective about the architectural term "squish". Can you give an idea of the difference or scale between the proposed and the existing buildings?

Mr. Tingle said he would estimate the Pub is about 2000 square feet and the new restaurant is about 70 feet on Water Street and about 50 feet on Read Street.

Mr. Jacque van Montfrans stated that you would be essentially scaling down by 600 square feet. This could then open up parking along Read Street.

Mr. Granger opined that this could open up parking on that side.

Mr. Kennedy Neill, Jr. stated he lives across the street between the post office and the Black Dog Gallery. He has no ideas for adding more parking, but he has a solution for traffic. Read Street is coming to pieces on the left side going up the hill and needs to be

resurfaced. If Read Street could be used as a two-way street, then people would be able to access the waterfront easier. Bacon Street measures 13 feet wide and has two-way traffic and there are several other streets in the Village the same way. Some are not more than 14 to 15 feet max.

Mr. Anderson said that when the consultant did the work on Water Street at the end of last year, they received feedback from people in the Village that they did not want two-way traffic on Read Street. The County is looking to invest in Read Street. Currently, they are working with the National Park Service to exchange property behind this site to be able to expand the road and extend a water line down Read Street.

Ms. Brock opined that when cars pass each other on Bacon Street, somebody has their tire either on somebody's property or on the NPS property. The size road you are proposing is not practical.

Mrs. Beverly Krams stated that the streets are legally platted at 33 feet wide, so that is the problem. If they took everybody's yard and put in sidewalks, then there would be a character-altering problem. When the streets are narrow and there are no sidewalks, there is a lot of character added to the Village.

Mr. Tragle commented that he lives on Bacon Street, which they call the narrowest two-way street in America. The County is working on doing something with Read Street and hopefully, it gets a sidewalk and improvements to the road.

Ms. Wilkens commented about the building aesthetic and not just scale which she feels should be smaller, maybe half the size. Some of the IHOP comments came from the fact that it looks so much like a pancake house. It has a suburban shopping center anchoring restaurant feel. Perhaps part of the reason might be that the entrance is not on Water Street and the Historic Guidelines clearly say that the primary building should have an orientation and entrance to Water Street. Her concern is with the aesthetic. She would prefer the entrance to be on Water Street to match the other buildings. She keeps asking what would make this building fit better, as it is a mishmash of building types.

Ms. Brock asked if architectural shingles would help.

Ms. Wilkens said that she thought it would. There is something about all the glass and she likes to have light on inside of a restaurant. It just does not seem to fit with the other building types.

Mr. Tragle asked if the ADA situation trumps putting the entrance in the front.

Mr. Tingle stated that ADA access can absolutely trump. They must have ADA access to the new restaurant and deck. It is not impossible to use the entrance on Water Street;

however, it is not practical and two entrances become an operational issue. So from a functional aspect, he hears the concern and from an aesthetic standpoint, an entrance on Water Street would mean a very large ramp.

Ms. Wilkens asked how the new restaurant and deck could be tied in with the existing buildings.

Mr. Granger clarified if she wanted them to look more like the Pub or Larry's.

Ms. Mack-Yaroch stated she had a similar concern with neither the deck nor the new restaurant matching the buildings there. Is what is proposed supposed to be a modern or colonial version? She was not keen on the modern blue compared to the black on the hotel. She felt the new buildings should be congruent. However, the committee is evaluating what it looks like in the community and in doing that how the proposed buildings match with the neighboring buildings.

Ms. Brock suggested that if you cut off some of the side on Read Street and put more parking that would make it somewhat better. She liked the analogy about the fisherman. The drawing does look larger in that context.

Mrs. Taylor opined that there is something about the expanse of the six sets of windows and an odd number would be more intriguing. If the windows on Water Street were broken up by a central entrance, with balance on either side it would help make the new restaurant look better.

Ms. Wilkens suggested using heavier mullions to give it a more colonial look.

Mr. Granger stated that right now, all the windows on the restaurant's porch are open. When they are closed the windows would be divided light.

Mr. van Montfrans asked if the steepness from Water Street was the reason you could not have an entrance.

Mr. Granger stated that there is an issue with the elevation and the ability to get to and from a handicapped parking space. The last five years of his dad's life were in a wheelchair, so he became very sensitive to moving someone who was handicapped. So he has become very sensitive to curb cuts and proximity to parking spaces. Having that parking space as practically close to the door as is conceivable is what makes sense.

Mr. Ron Struble stated that he is with the Conserve York County Foundation, based mainly up in upper York County, so he will defer on design to the Yorktown folks. Their group got involved in government with the Fenton Mill rezoning, three years ago and he has not seen an example of better governance than he has seen from Mr. Granger and Mr. Tingle.

Taking the time to listen to the people and come back with true genuine concern and taking in ideas and suggestions is astounding. His group has dealt with many developers and business people and they give a lot of lip service. Thank you for what you're doing tonight. Your dad would be proud of the engagement you are having with the community. His group shares the same concerns discussed at the Planning Commission meeting: parking, scale, colors, roofline, and height. You have addressed all of these as far as taking them back and trying to incorporate them.

Mr. van Montfrans opined that looking at the new restaurant there are a couple of parking spaces that are near the center of the front of the building. Those could be reserved for ADA purposes.

Mr. Tingle stated that the challenge with this site is that it sits at a minimum of six feet above Water Street. A handicap ramp to get from these parking spaces up to the floor level at 1:12 would require a 72-foot-long ramp plus landings. This would make it probably 85 to 90 feet of ramp. The entrance on Read Street will be level and there will only be a slight angle to enter the building.

Mr. Neill asked if a lift could be used.

Mr. Tingle said you can retrofit an old building with a lift.

Mr. Steve Ormsby opined that The Watermens Museum had a lift, but it didn't last and kept rusting out.

Mr. Anderson asked if there was a way to redesign the front to give some kind of central design that would draw the eye and make it look like it has an entrance on Water Street, but not necessarily an actual entrance.

Mr. Tingle said that originally the main gable came forward and there were three window openings on one side and the wraparound porch on the other side. There was no door on Water Street, but it achieved the same thing. The reaction that they had was that it looked too big on Water Street and that pulling the gable back and wrapping the porch all the way around gave the feeling of a wraparound porch. With the traditional columns, it gave the feeling of a traditional screened porch and gave views of the river. There are some options and he appreciated the good ideas from tonight.

Ms. Mack-Yaroch opined that this community has an aging population, with disabilities on the rise. If citizens want to have tourism then there needs to be places that are accessible, not just for residents, but for families. The average age of a resident in Yorktown is well over 60 and the average age of living is well beyond that. People need places that are accessible for them to come out and enjoy with their families, whether they live here or are coming from other places. She would be remiss if she did not include accessibility in any

planning for development. The handicap ramp described would make it difficult to get a wheelchair up or for a family member to push somebody up. So you are not just talking about the person in the wheelchair, you are talking about the health of the person behind them that is pushing. There needs to be considerations as everyone discusses how buildings should be modified.

Mr. Tragle asked if there could be a real non-ADA entrance on the Water Street frontage.

Mr. Tingle said they could look at that. There are many functional issues with having that entrance, but he hears the comments from the community. He will take those back and try to see what he can do.

Mrs. Krams stated that she and Mr. Granger had a very interesting and productive conversation, a history lesson and he was interested in Yorktown. He realizes the importance of Yorktown and wants to do the right thing for everybody here. The only comment she had was on the standing metal seam roof. The historic stairs that go down from Church Street are in proximity to her two homes and there is nothing between the river, Water Street, and her except the roof lines, and the color of them currently is disjointed. She felt these new structures needed to have an architectural shingle that made the rooflines softer and eliminated glare from the reflection of the sun. It was her idea to use architectural shingles on the boardwalk and to have the new restaurant's roof be the seal color. Additionally, the equipment on the Pub and Larry's is close to the color of that seal gray, so if both those roofs were painted that seal gray it all would blend and not be an eyesore. This would create a nice line of sight for everybody, not just here, but the tourists using the stairs.

Mr. van Montfrans asked if the proposed trees are going to grow in that marl bank. There is not much soil there and he is concerned they will not grow there.

Mr. Granger stated that he is not an authority on landscaping, but there are different parts of the marl bank where there is rock and where there is soil. There is more soil behind the church and between the church and the Pub than there is immediately adjacent to the existing seating by Larry's. Whatever is planted would have to be something that would not have a deep root base and not drill down into the marl. He will use a specialist.

Mr. van Montfrans suggested using native plants.

Mrs. Krams stated that the rock below her home is called coquina rock, which is made up of tiny oyster shells and limestone. If it is planted on, as was discovered at Cornwallis' Cave, and what Grace Church is made out of, the water goes down into the coquina rock and falls apart and slides off. The Park Service found that trees were growing wild on top of Cornwallis' Cave near the Archer Cottage, and the water got down and collapsed portions. The proposed plantings will collapse the hillside in front of her home. St.

Augustine, Florida during the early Revolutionary War built a 12-foot wide wall around the town and a cannonball would not penetrate it, but roots of a tree would break it apart.

Mr. Granger asked if Mr. Tingle knew what the minimum pitch could be on a shingled roof and still keep the warranty.

Mr. Tingle said the pitch can only be as low as 2.5:12 if you double the film underneath.

Mr. Granger stated that he would want a similar roof product on the roof over the deck as would be on top of the Pub and he does not want too much of a pitch over the deck.

Mrs. Krams stated that the Pub's roof has the seal gray color, so if all the roofs were painted gray instead of white on Larry's then with the architectural shingles, it would be a nice line of sight from the bluffs.

Mr. Tingle asked Mr. Seldon Walker if the Grace Episcopal Church vestry discussion last night touched on the color preference or if they liked the shingles.

Mr. Walker stated that the clean roof line and the similarity between the rooftops would look nice. He thought you probably get by with fewer plantings that way. He thought part of the concern was looking down at the inconsistency.

Mr. Tragle asked if there were any more comments. Hearing none, he thanked everyone for all the thoughts, ideas, and comments. Yorktown is a great place to live and he considers it a privilege to know other people here because people can get together and talk and even if there is disagreement. But the input everyone gave and having someone who will listen and do what they hear is special. So thank you to everyone.

Ms. Mack-Yaroch moved to table Application No. HYDC-242-23 for the new restaurant at 540 Water Street to the November 15, 2023 meeting of the HYDC to allow the applicant to revise the plans per the comments received.

By voice vote, the motion was approved unanimously.

### **Applications for Certificates of Appropriateness**

None

### **Reports and Committee Requests**

Mr. Anderson reported that there had been one administrative approval since the last meeting. Mr. and Mrs. Connell of 230 Nelson Street added a new driveway onto their property where there was not one before.

There being no further business to come before the Committee, the meeting was adjourned at 8:28 pm.

Respectfully Submitted,

Earl W. Anderson, Secretary

**Approved by HYDC:** \_\_\_\_\_

DRAFT

## Historic Yorktown Design Committee

### Minutes

January 17, 2024  
East Room  
York Hall  
301 Main Street  
Yorktown, Virginia

**Members Attending:** Thomas E. Tragle  
Margaret Mack-Yaroch  
Carol Tyrer, Alternate – Voting

**Staff Attending:** Earl W. Anderson, AICP

Mr. Anderson called the meeting to order at 7:03 PM.

### **Approval of Minutes**

The minutes of the December 20, 2023 meeting were approved unanimously.

### **New Business**

None

### **Old Business**

None

### **Applications for Certificates of Appropriateness**

#### **Application No. HYDC-246-24, David Bowditch, 606 Main Street**

Mr. Earl W. Anderson submitted the staff report, which stated that this application, submitted by David Bowditch, seeks approval for the enclosure of the rear porch to create a sunroom located at 606 Main Street. The applicant submitted a picture of the rear porch being screened in the past, but no date was given. The proposed change would enclose the existing rear porch on the southern side of the existing home with four vertical two-panel 60” by 72” windows on the front and sides, a horizontal two-panel 36” by 80” storm door, and fixed 12” by 60” fixed glass on either side of the door. Any wall area will have Hardie plank siding. All trim and siding are to match the existing trim, siding, and color of the existing home. Black half-shell gutters will replace the existing gutters. The roof shingles

will be replaced with a gray slate shingle. The existing stairs are proposed to be replaced and a black iron handrail will be installed along them.

The subject property is located in the Historic Core, as defined by the Yorktown Historic District and Design Guidelines. According to County property records, the existing structure was constructed in 1943 and, therefore, is considered to be a Contributing Building (constructed between 1866 and 1945) making it subject to the standards set out in Sections I.B and I.C.1. (pages 28-37) of the Design Guidelines. The installation of the doors and windows should be evaluated in accordance with these provisions.

Mr. Anderson stated that in staff's opinion, the proposed enclosure of the rear porch with the proposed windows and door is similar to the previous screened-in porch that was on the structure, and though the windows do not match the existing structure the proposal is generally consistent with the Design Guidelines. Staff believes that the proposed changes will be visually appealing and that it merits approval. Accordingly, it is recommended that the Committee find the proposal consistent with the Guidelines and that the application be approved, subject to the following conditions:

1. The sunroom shall be constructed in accordance with the features depicted on the drawings and with the supplementary information presented with the application.
2. The gutters and downspouts shall be painted to match the color of the eaves. Downspouts shall be round.
3. Exterior colors of all siding, trim, doors, and roofing materials as presented in the application materials shall match the color of the existing structure.

Mr. Tragle asked if there were any other questions for staff and hearing none he asked if the applicant had any comments.

Mr. David Bowditch said that two trees fell on the home and they had repaired much of the damage and the sunroom would complete the repairs with a new space. He introduced Mr. Tom Mulcahy, who is managing the properties. He had no further comments and asked the committee for approval.

Ms. Margaret Mack-Yaroch asked if the porch had four or five steps.

Mr. Tom Mulcahy stated that it has four steps.

Ms. Mack-Yaroch asked for more clarification on the windows.

The committee discussed the positioning of the windows within the porch's framework. They also discussed the gliding (sliding) nature of the windows and though they did not match the existing windows on the structure they made sense with the sunroom request.

Ms. Mack-Yaroch asked if screens would be on the windows.

Mr. Mulcahy stated that the windows would have screens on half the window.

Mr. Tragle asked if the requirements for the gutters would be a problem.

Mr. Mulcahy stated that they would do whatever the committee approved and did not have a concern with the conditions proposed by staff.

Since there were no other questions, Ms. Mack-Yaroch moved approval of the application to find the proposal consistent with the Guidelines and that the application be approved, subject to the specification and details submitted with the application with the following conditions:

1. The sunroom shall be constructed in accordance with the features depicted on the drawings and with the supplementary information presented with the application.
2. The gutters and downspouts shall be painted to match the color of the eaves. Downspouts shall be round.
3. Exterior colors of all siding, trim, doors, and roofing materials as presented in the application materials shall match the color of the existing structure.

By voice vote, the motion was approved unanimously.

### **Committee Requests**

None

There being no further business to come before the Committee, the meeting was adjourned at 7:15 pm.

Respectfully Submitted,

Earl W. Anderson, Secretary

**Approved by HYDC:** \_\_\_\_\_

# COUNTY OF YORK

## MEMORANDUM

**DATE:** February 16, 2024 (HYDC Mtg. 2/21/24)

**TO:** Historic Yorktown Design Committee

**FROM:** Earl W. Anderson, AICP, Chief of Development Services

**SUBJECT:** Application No. HYDC-247-24; York County Board of Supervisors, 425 Water Street

This application, submitted by the York County Board of Supervisors, requests approval of the design and architectural features of a new building proposed to replace the existing Dockmaster Building and Public Restrooms at the intersection of Water Street and Ballard Street. The County previously submitted a two-story structure that was denied by the HYDC and the Board of Supervisors. After that decision, a public input process was completed to gain feedback on a new structure. The two designs proposed, one with a cupola and one without a cupola are proposed for the HYDC to decide which they prefer. The proposed one-story structure would support the existing activities of County operations and provide ADA-accessible public restrooms. The submitted memo outlines the proposed uses for the new building. The proposed construction would be brick with roof materials of synthetic slate shingles. The project also proposes signs for the Dockmaster’s office and the restrooms. Four double-sided signs would hang from wrought iron brackets and are approximately twenty-one inches by nine inches. Two other signs would be mounted in the alcove for the restrooms and are approximately sixteen inches by six inches. The sign design would be black and white with decorative lettering.

The structure complies with the minimum setback requirements specified for the YVA – Yorktown Village Activity district.

Copies of the renderings provided by the applicant are enclosed.

### Pertinent Design Guidelines

The subject property is located in the Waterfront sub-district, as defined by the Yorktown Historic District and Design Guidelines, and should be evaluated for conformance with the Waterfront standards (see standards on page 29 of the Design Guidelines). A listing of those standards, along with staff comments regarding compliance with the proposal, follows:

Standard	Comments
A. Purpose  The design guidelines for the Waterfront are intended to:  1. preserve the character of <i>contributing</i> buildings, landscapes, and the Waterfront as a whole;	No Contributing Buildings are involved.

<ol style="list-style-type: none"><li>2. encourage an appropriate site design response to the area's waterfront location that ensures protection and enhancement of water views and public access to the shoreline;</li><li>3. promote and guide new construction that contributes to an architecturally unified Waterfront appropriate to Yorktown's character.</li></ol> <p>Like many town centers, the Yorktown Waterfront is not the product of any one historical era, but rather reflects the changes in use and architecture that accompanied the growth of Yorktown over the years. The challenge for the Waterfront will be to recreate and revitalize its function as a focal point for Village activity while permitting it to continue to grow and change in the future. For this reason, sensitivity to the following design principles is essential:</p> <ol style="list-style-type: none"><li>1. Buildings and façades should be compatible with the size and character of the area's buildings, and should encourage active pedestrian activity and interaction.</li><li>2. The pedestrian scale should always be considered, with details and amenities scaled and provided for pedestrian activity wherever possible.</li><li>3. New buildings should respect and be compatible with existing design, height, and siting patterns with frontage directly on the sidewalk. Materials that are compatible with the character of the area, particularly brick and wood, should be used.</li><li>4. Scenic and pleasant views to and from the York River and vantage points such as the Coleman Bridge, the bluffs, and other significant sites should be protected and maintained.</li></ol>	<p>The proposed design will create interior and exterior space with views of the waterfront, including windows that will look through to the river.</p> <p>The proposed construction is complementary to the Riverwalk Landing architecture.</p> <p>The proposed building fits well with the other structures in the Riverwalk area and interacts well with pedestrians.</p> <p>The new building was designed specifically for pedestrian traffic.</p> <p>The proposed building is designed to interact directly with the sidewalk on both sides of the building and the beach area.</p> <p>The proposed building would not impact any of these areas that are not impacted currently.</p>
<p>B. Site Planning and Landscape Alterations</p> <ol style="list-style-type: none"><li>1. Views</li></ol> <p>Scenic and pleasant views to and from the York River and vantage points such as the Coleman Bridge, the bluffs, and other significant sites should be protected and maintained. The effect of new construction on such views, and on views from surrounding properties, will be considered on a case-by-case basis. Views objectionable in the Historic District from such vantage points should be screened whenever possible. Preservation of historic, scenic views should take precedence over any special allowances concerning size, scale, form, and massing. When developing or redeveloping parcels located between Water Street and the river, one or more view corridors to the York River should be provided in the site design and layout. Such view corridors should have a minimum width of fifteen (15) feet and together comprise not less than 25% of the street frontage of the lot. Such view corridors may be</p>	<p>The height and design of the new building should not impact views from any significant areas. The main entry and windows will allow a view through the building to the river.</p>

<p>provided through the use of side yard setbacks, open areas within the interior of the lot, transparent lines of sight through buildings, or any combination. In any case, the river should remain visible to pedestrians from Water Street at normal eye level.</p> <p>Views from public rights-of-way and adjacent properties to ground-level utilities such as air conditioning units, trash and recycling containers, and satellite dishes must be screened. Such mechanical equipment should be located unobtrusively on the site in side or rear yards. Use appropriate evergreen plant materials or compatible, solid fencing as the preferred screening approaches. Other acceptable alternatives—either on their own or in combination with plant materials or fences—include the construction of compatible outbuildings to house such utilities, or the use of walls, provided they are in character with the primary building or outbuildings on the site.</p> <p>2. Walks, Paths and Paved Pedestrian Areas</p> <p>Use appropriate materials for walks, paths and paved pedestrian areas, such as brick, bluestone or other monolithic stone, or exposed aggregate (brown or gray pea gravel) concrete. Asphalt and plain concrete are not appropriate materials for pedestrian circulation on the Waterfront.</p> <p>4. Vegetation</p> <p>Naturally-occurring vegetation, particularly that associated with the bluffs, should be retained and incorporated into the overall site and landscape design when it is healthy and contributes positively to the character of the Waterfront. Noxious plant materials, such as kudzu, should be removed from the landscape and replaced with appropriate vegetation. Landscaping to be preserved or planted must be carefully selected to ensure its sustainability in a waterfront environment and a commercial/public use setting and to ensure that it contributes positively to the site character. Selected trees and shrubs should be evaluated with respect to growth habits and to avoid the necessity of severe future pruning and ultimate deformation due to planting in an inappropriate location.</p> <p>5. Walls and Fences</p> <p>Fences and walls should contribute to the site’s character and not detract from principal architectural features on the site or adjacent to the site. Appropriate exposed finish materials for walls include wood, brick, stone, or stamped concrete. Unfaced concrete or concrete block walls are not appropriate.</p>	<p>The ground-level utility equipment will be on the outside of the structure on the southern side. A six-foot composite wood fence material is proposed to enclose and hide the equipment. Plantings will screen the fencing.</p> <p>The adjacent brick sidewalks around the existing buildings are not proposed to be altered and will be integrated into the new building design.</p> <p>Existing vegetation will be removed and replaced with new plantings after construction. The County has strived to provide beautification through plantings within beds and containers throughout the waterfront.</p> <p>The southern side of the building is proposed to have an area for the HVAC equipment, which will be fenced in a solid-framed style with pyramid end caps.</p>
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<p>Fences may be wood, brick or wrought iron. Salt-treated wooden fences must be painted or stained. Composite wood or wood-substitute products or synthetic fence materials may be considered on a case-by-case basis. Chain-link and wire fences are not appropriate.</p> <p>6. Site Furnishings</p> <p>Site furnishings, such as benches, trash receptacles, and bicycle racks, should be selected to be compatible with the setting in which they will be located and the overall streetscape character of the Waterfront. Such furnishings should be constructed of durable, yet appropriate, materials and will be reviewed on a case-by-case basis to assure consistency with the character of the particular setting and the historic area as a whole. Vending machines, if located outside buildings, shall be screened from view from rights-of-way, public walkways, and the river by architectural features, landscaping, fencing or combinations thereof.</p> <p>7. Lighting</p> <p>a. Landscape Lighting</p> <p>Landscape lighting should be visually unobtrusive during both the day and night. It should complement the architecture and outdoor spaces rather than spot-lighting them. Lighting wattage should be understated and compatible with the setting and surroundings and must not create inappropriate light trespass onto adjacent properties or glare on adjacent properties, public streets or public areas.</p> <p>b. Building Lighting</p> <p>Building lighting should be provided only when it will enhance and complement the architectural features of a structure at night as opposed to spotlighting them for attention-getting purposes. Lighting wattage should be understated and compatible with the setting and surroundings and must not create inappropriate light trespass onto adjacent properties or glare onto adjacent properties, public streets or public areas.</p> <p>c. Street, Walkway and Parking Lot Lighting</p> <p>Poles, posts and fixtures should be designed and sized as an integral part of the site architecture and, generally, should not exceed the height of the eaves of nearby structures. Galvanized metal, bright colors, and other visually inappropriate materials should not be used for poles, posts or fixtures.</p>	<p>The six-foot-high composite wood fence is proposed by the County's Public Works staff to address issues with the waterfront and degradation of wood products.</p> <p>No details on site furnishings has been provided. Compliance with this standard will remain a responsibility of the applicant on an on-going basis.</p> <p>No details on landscape lighting have been provided. Compliance with this standard can be addressed administratively at the site plan approval stage.</p> <p>Exterior lighting of the building will be through wall-mounted lantern fixtures, similar to those existing on lampposts throughout the waterfront.</p> <p>Exterior lighting of the building will be through wall-mounted lantern fixtures, similar to those existing on lampposts throughout the waterfront.</p>
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<p>Lighting wattage should be selected and limited to achieve appropriate illumination levels for safety and security while avoiding light glare and trespass onto adjacent properties, public streets or public areas.</p> <p>C. Architectural Additions, Alterations and New Construction</p> <p>1. Planning for Alterations, Additions and New Construction</p> <p>In general, alterations, additions and new construction on the Waterfront should be designed to harmonize with the surroundings and maintain compatibility in terms of style and materials. Materials need not duplicate those of nearby buildings, but similarity is often desirable. Design should be compatible with and contribute to the character of an architecturally unified Waterfront. The following principles should be observed:</p> <p>a. Scale The size and proportion of new structures should be related to and compatible with the scale of adjacent buildings. Roof lines, building façade widths and rhythm of other features should be consistent with the scale of adjacent buildings, a pedestrian orientation, and the general character of the Waterfront.</p> <p>b. Massing</p> <p>(1) In general, a simple, rectangular building form should be used. Appropriate design variations could include a single, rectangular, box-like building, a single building with more complex massing of several rectangular forms, or a primary building with one or more accessory buildings or dependencies. Large box-like forms should be broken into smaller, varied masses that are more characteristic of Yorktown.</p> <p>(2) Primary emphasis should be given to one building when using multiple buildings on a single lot. Such emphasis should be expressed through the building's larger size and higher level of detailing. Other buildings on the lot should be limited in size to no more than 60% of the footprint of the primary building, and should be constructed of compatible materials and use similar architectural features and details.</p> <p>(3) Accessory buildings and dependencies should be located either to the side or rear of the primary building, except on waterfront lots, where the location should be evaluated on a case-by-case basis to ensure that their size and location does not significantly obstruct views to the river.</p> <p>c. Height</p>	<p>Staff is of the opinion that design will make a positive contribution to the character of the waterfront. The architectural design and the use of brick complement the construction in Riverwalk Landing and will be durable in the waterfront environment.</p> <p>The proposed design uses various features (Dormers, wall articulation, etc) to break up its mass. Pedestrian circulation is maintained and enhanced both along Water Street and the beach.</p> <p>The design follows the rectangular building form guideline.</p> <p>A single building is proposed rather than the two buildings which are on the property now.</p> <p>No accessory buildings are proposed.</p>
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<p>The overall height of new construction should relate to that of adjacent structures and to the objective of maintaining desirable views to and from the Waterfront and the adjacent bluffs and other significant vantage points.</p> <p>d. Roof Shapes</p> <p>(1) Roof shapes should be a traditional gabled style with a slope consistent with those found on <i>pivotal</i> and <i>contributing</i> buildings throughout the village. Roof shapes and orientation should be designed with consideration given to maintaining views and visibility from the bluffs and other significant vantage points.</p> <p>(2) Flat roofs, although they may optimize views from the bluffs and other significant vantage points, should be avoided since they will not produce the quality and character appropriate for the Waterfront.</p> <p>e. Design</p> <p>(1) Overall building design should be consistent with the character of Yorktown and particularly the style, shape and massing of the buildings on Main Street.</p> <p>(2) Standard, corporate designs for national franchise businesses should be avoided unless these designs are compatible with the character of the Yorktown Waterfront.</p> <p>f. Sense of Entry/Orientation</p> <p>All primary buildings should have an orientation and entrance to Water Street. Buildings on parcels located between Water Street and the York River should also have a façade developed to orient to the river. Entries should be articulated with covered porches, porticos or other pronounced architectural forms.</p> <p>2. Architectural Elements</p> <p>a. Walls</p> <p>(1) Wall materials should be compatible with those of existing construction in type, color, texture, size, spacing, and general appearance. Weathered, stained or painted wood, and brick are the preferred materials in the Waterfront area. Composite or synthetic wood or wood substitutes may be approved by the HYDC on a case-by case basis.</p> <p>(2) Wood siding should be horizontal clapboard (beaded edge or beveled) with approximately 6 inches exposure. Trim should be made of trim-</p>	<p>The height of the main massing is 30 feet and three inches with the cupola and 23 feet 10 inches without the cupola. The closest structure is the three-story Yorktown Beach Hotel which sits at a higher elevation.</p> <p>The roof shape is a traditional gable with a lower slope to keep the building height low.</p> <p>No flat roof is proposed.</p> <p>The use of brick, gable roof, and dormers, all contribute to consistency of character with other structures in Yorktown.</p> <p>None are proposed.</p> <p>The building has entrances that serve both the beach side and Water Street side. Entry ways are articulated by jack arch lintels of brick.</p> <p>Brick will be the primary material for walls. The dormers are proposed to have composite wood shiplap siding. A cellular PVC board will be used for the cupola.</p> <p>The siding is proposed to be horizontal six-inch (6”) shiplap siding. Trim meets the size requirements.</p>
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<p>grade lumber, not to exceed 2 inches in actual thickness, 6 inches in width at corners and 4 inches around openings- except for trim around the main entrance(s) which can be of different sizes and configurations compatible with the building style and features.</p> <p>(3) Brick walls should be made out of Virginia red brick. Wire cut brick should only be used for painted surfaces. Brick that is bright red, orangish-red, pink, light red, tan or similar colors inconsistent with the types common in Yorktown should not be used. Mortar should be in a beige-to-tan color range. White mortar is not appropriate.</p> <p>(4) Exposed exterior wall surfaces should not consist of more than two materials, and those materials should change along a horizontal line such as a floor line or gable end – with the heavier material always being below the lighter material.</p> <p>(5) Buildings with siding must have foundation walls faced with brick.</p> <p>(6) Retaining walls should be finished in brick or granite.</p> <p>(7) Metal siding is not appropriate.</p> <p>(8) Tile-faced or ceramic-faced masonry units are not appropriate.</p> <p>(9) Varnished, epoxy-finished or otherwise shiny materials are not appropriate.</p> <p>b. Building Color</p> <p>(1) Paint colors for all exterior surfaces (excluding fences) should be selected comprised of a color or colors from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Other colors may be proposed and will be considered on a case-by case basis.</p> <p>(2) All wooden fences should be painted white or, if to be left natural, properly treated or sealed to preserve and maintain their appearance</p> <p>c. Doors</p> <p>(1) Windows in entrance doors are permitted and should be vertically proportioned. Exterior doors should be of painted wood, enameled metal, or glass. Sliding glass doors should not be used.</p> <p>(2) Utility doors and service doors shall not face the street.</p>	<p>The primary wall brick is Old Irvington, which is similar to the existing Riverwalk building's brick color.</p> <p>The proposed design is consistent with this standard.</p> <p>All foundation walls are proposed to be brick faced.</p> <p>None proposed.</p> <p>None proposed.</p> <p>None proposed.</p> <p>None proposed.</p> <p>The paint colors will meet colors within the Yorktown Color Palette.</p> <p>The proposed fencing that would screen mechanical equipment located on the southern end would be white.</p> <p>Renderings indicate divided-light glass pane Dockmaster entrance doors. Doors to the restrooms are smaller and windowless.</p> <p>The electrical room door on the north side of the structure faces away from the street.</p>
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<p>d. Windows and Shutters</p> <p>(1) Window openings should be designed to respect the width to height ratio of the bays in the building façade. Attention should be given to the façade’s overall composition, symmetry, or balanced asymmetry. Windows should be square or vertical in proportion. Casement windows should be avoided.</p> <p>(2) Windowless elevations visible from Water Street, the river, or public spaces should be avoided.</p> <p>e. Roofs</p> <p>(1) In general, roofs should be of a symmetrical gable style. Primary roofs should have slopes no less than 9:12. Secondary roofs may have slopes less than 9:12 depending on the material used (e.g. – a standing seam roof over a porch might have a lesser slope).</p> <p>(2) Steep gable roofs (e.g., greater than 12:12 pitch) are not appropriate.</p> <p>(3) Dormers are appropriate if they encompass only the width of the window and have roofs that match the form and pitch of the main roof.</p> <p>(4) Roof materials should be wood or asphalt/fiberglass composition shingles, or cement shingles. Shingle colors should be compatible in color with the exterior color of the building, either existing or as selected from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Also appropriate are metal standing-seam roofs with factory-applied finishes in a traditional, compatible color, or copper standing-seam.</p> <p>(5) Roof vents, chimney caps and plumbing vents shall match the color of the roof or shall be black, dark gray, or copper/bronze.</p> <p>(6) Flashing may be copper or anodized aluminum or painted to match or complement the color of the building or roof.</p> <p>f. Chimneys/Vents</p> <p>(1) Chimneys that would become a dominant feature of the waterfront skyline should be avoided. Chimneys and flue enclosures should be made of brick, painted or left natural depending on the type of siding/color of the building. Chimneys may be either external or internal.</p> <p>(2) Commercial kitchen exhaust vents shall be concealed from view from public streets, walkways and the river.</p>	<p>The renderings demonstrate compliance with this standard.</p> <p>Shutters are shown as wood composite material.</p> <p>No windowless elevations are proposed.</p> <p>The primary portion of the gable roof is proposed to have a 12:12 pitch.</p> <p>The roof meets this guideline.</p> <p>Dormers renderings show compliance with this standard.</p> <p>Synthetic Slate shingles in a gray color are proposed for the roof. The cupola will have a copper standing seam metal roof.</p> <p>None are shown to protrude in the drawings.</p> <p>Flashing will be copper or aluminum</p> <p>No chimneys are proposed.</p> <p>No kitchen exhaust vents are proposed.</p>
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<p>h. Gutters and Downspouts</p> <p>(1) The use of ground gutters is encouraged.</p> <p>(2) If fascia-mounted guttering is used, it should be metal with a half-round configuration. Copper is the preferred material; however, metal with a factory-applied finish color that matches or complements the roof or building color may also be considered. Downspouts should be of round cross-section or other shape appropriate to the style of the building, and made either of copper or metal with a factory-applied finish color that matches or complements the color of the wall surface to which they are attached.</p> <p>j. Utilities</p> <p>(1) Window-type air conditioning units, either in windows or inserted in special openings in the building wall, are not acceptable.</p> <p>(2) The use or placement of television antennas or building-mounted satellite dishes visible from public rights-of-way or the river is not acceptable. Such equipment should be located in attic spaces or inconspicuous exterior locations.</p> <p>(3) Typical rooftop mechanical equipment should be screened completely from view from both the village and the river by locating such equipment in attics, dormers, cupolas or by concealing them behind/within a gabled roof form or other appropriate architectural feature. Buildings should accommodate such equipment in such a way that no portion thereof is visible from adjacent residential areas or key vantage points.</p>	<p>None indicated on concept plans.</p> <p>None indicated on concept plans.</p> <p>None proposed.</p> <p>None indicated.</p> <p>None proposed.</p>
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Signage

Standard	Comments
<p>B. Commercial Signs</p> <p>Commercial signs should be used primarily to identify a business rather than to advertise products or services. Commercial signs should be designed to be compatible in style with the building(s) to which it refers and should not adopt thematic designs.</p> <p>1. Appropriate Sign Types/Sizes</p> <p>a. Types</p>	<p>The signs will identify the Dockmaster's office and the restroom locations and are compatible with the overall style.</p>

<p>(1) Pivotal buildings Single-post, freestanding signs</p> <p>(2) Contributing buildings and new construction</p> <p>(a) Wall signs—attached to the exterior wall</p> <p>(b) Hanging signs—hung from a metal bracket or porch lintel, if compatible with the design of the building and porch</p> <p>(c) Elevated freestanding signs (single- or double-post)</p> <p>(d) Portable signs, even for temporary use, shall not be used within the district.</p>	<p>None proposed.</p> <p>Two wall signs would be installed within the alcove for the restrooms.</p> <p>The hanging signs will be hung from a wrought iron bracket.</p> <p>None proposed.</p> <p>None proposed.</p>
<p>b.Size</p> <p>(1) Freestanding: maximum size – nine (9) square feet (per sign face, if two sided sign)</p> <p>(2) Hanging: maximum size – six (6) square feet (per sign face, if two-sided)</p> <p>(3) Wall-mounted: maximum size – five (5) square feet</p>	<p>None proposed.</p> <p>The hanging signs are twenty-two inches by nine inches less than one square foot.</p> <p>The wall-mounted signs are sixteen inches by six inches.</p>
<p>2. Location</p> <p>a. Signs should not be attached directly to the walls or features of pivotal buildings in order to avoid damaging historic materials. For such structures, freestanding signs are more appropriate unless the building fronts directly on the sidewalk or street, in which case a building mounted sign could be appropriate also.</p> <p>b. Wall signs should be located adjacent to the entry door. Buildings with multiple commercial tenants should have a directory sign with all tenants listed.</p> <p>c. Hanging signs should be attached to the underside of the porch roof or lintel, parallel to the front of the building, or from a bracket perpendicular to the face of the building or a porch column. Hanging signs should not be located higher than the top of the porch.</p> <p>d. No sign shall be mounted on or from the roof of a structure. Signs may be attached or applied to fabric awnings and umbrellas with approval on a case-by-case basis.</p> <p>e. Freestanding signs should be located within twenty (20) feet of the front property line, with the sign panel either parallel or perpendicular to the street.</p>	<p>Not applicable</p> <p>The proposed wall signs meet the criteria.</p> <p>The brackets will be mounted perpendicular to the face of the building and no higher than the lintel.</p> <p>None are proposed.</p> <p>None are proposed.</p>

<p>3. Design, Shape and Materials</p> <p>a. Sign design should be compatible with the character of the building and simple in background, colors, lettering, and mounting structure. The building should remain the dominant feature, not the sign.</p> <p>b. A horizontal layout should be used for hanging signs. Signs hung over porch stairs or entrances should have a minimum clearance of seven feet six inches (7'-6").</p> <p>c. A single-post design should be used for elevated freestanding signs. The post should be of painted wood, five (5) feet to seven (7) feet high, and of simple design, in character with traditional features such as fence posts, lampposts, and hitching posts. The sign should be of painted wood, hung from a simple wooden cross-arm or decorative metal bracket or centered on the top of the post. Sign panels should be double-sided if they are oriented perpendicular to the street. Wood signs, which are partially or entirely sandblasted or burned, are not appropriate. The maximum allowable height shall be ten (10) feet.</p> <p>d. Signs should be constructed of appropriate but durable materials, such as:</p> <ol style="list-style-type: none"> <li>(1) marine-grade exterior plywood, with banded or sealed edges, and all elements primed and painted</li> <li>(2) brass or bronze sign panels attached to front façade, fence, or wall</li> <li>(3) painted iron or pressure-treated wood posts for freestanding posts.</li> </ol>	<p>The white and black proposed sign will complement the trim colors.</p> <p>Sign height would be at a height of six feet and six inches.</p> <p>None are proposed.</p> <p>The proposed materials would be durable, weather-resistant PVC.</p> <p>None are proposed.</p> <p>None are proposed.</p>
<p>4. Colors and Lettering</p> <p>a. Sign colors should be compatible with the principal color of the building, wall or fence to which they are attached or adjacent. Colors should be selected from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Other colors may be considered on a case-by-case basis.</p> <p>b. Not more than three colors should be used on any one sign.</p> <p>c. Metal posts and hardware used for supporting or attaching signs should be painted black or other dark color.</p> <p>d. Lettering should be:</p> <ol style="list-style-type: none"> <li>(1) easy to read in terms of size and style</li> <li>(2) appropriate to the character of the property and its use.</li> </ol>	<p>White with black lettering.</p> <p>Two colors are proposed.</p> <p>No color is listed.</p> <p>Lettering for signs is an appropriate font and will be easy to read.</p>
<p>5. Lighting</p>	

a. Signs with internal illumination shall not be permitted.	The signs will not be illuminated.
b. Freestanding signs may be illuminated by external light sources either directly focused on the sign or through indirect illumination by other site lighting. The specific fixtures and intensity of any external illumination focused on the sign shall be evaluated on a case-by-case basis. In any event, the bulbs shall be concealed by landscaping shields or other appropriate means.	No freestanding signage proposed.

Recommendation

In the staff’s opinion, the proposed construction is consistent, subject to certain conditions, with the Design Guidelines and with the character of surrounding structures and the Waterfront sub-district. Staff believes that the proposal is well conceived and will represent a significant improvement to this segment of Water Street. Accordingly, staff recommends that the Committee find it consistent with the Yorktown Design Guidelines, subject to the following conditions:

1. The architectural design and features shall be consistent with the conceptual renderings submitted.
2. A composite wood siding shall be used and trim applications shall be per the dimensional and specifications set forth in the Design Guidelines.
3. The brick-and-mortar colors shall match the brick-and-mortar colors used within the Riverwalk development.
4. All doors, siding, trim, fencing, and shutters shall match a color from the Yorktown Color Palette and be compatible with the wall and trim colors used on the building.
5. Color samples for the shingles shall be submitted to and approved by the Zoning Administrator before installation.
6. If any vents are installed in the roof they shall be painted to blend with the roof shingle color.
7. Fencing around the outside mechanical equipment shall be made from composite wood, painted white, and screened with evergreen landscaping.
8. The sign brackets shall be black or some other matching color.

Anderson/3497

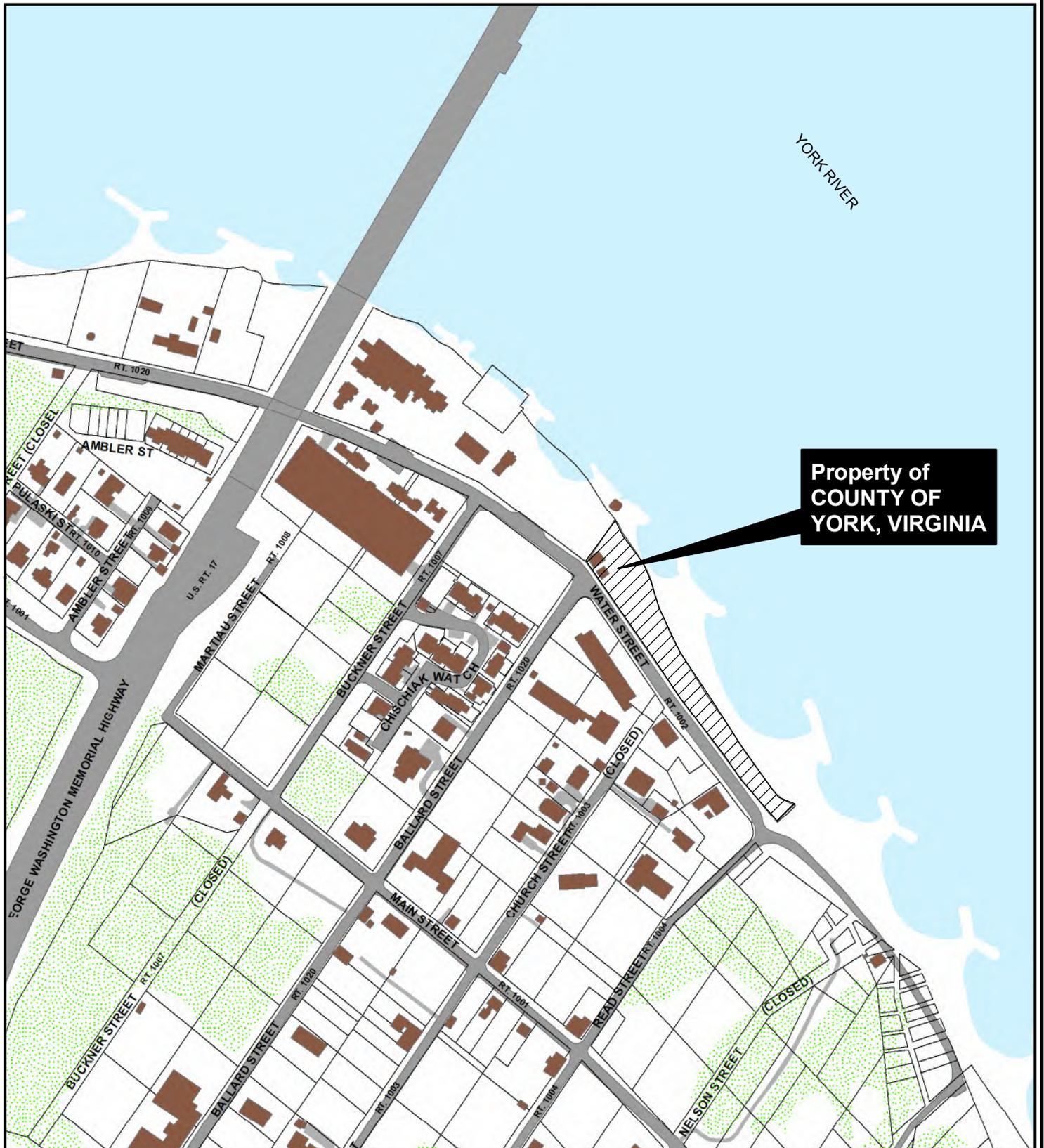
Attachments

- Application
- Vicinity Map
- Renderings

**APPLICANT York County Board of Supervisors**  
425 Water Street  
Request for review of the demolition of two structures  
and construction of new Dockmaster building.

# VICINITY MAP

APPLICATION NUMBER: HYDC-247-24



★ = Conditional Zoning



Printed on February 12, 2024.



SOURCE: YORK COUNTY  
GIS PARCEL DATA and  
ZONING DATA

THIS IS NOT A LEGAL PLAT.  
This map should be used for  
information purposes only. It is  
not suitable for detailed site planning.



HYDC #: 247-24  
 Date Filed: 2/2/24

**Historic Yorktown Design Committee**

**APPLICATION FOR ARCHITECTURAL REVIEW**

I/We York County request authorization under the terms of the Yorktown Historic District (Section 24.1-377 of the York County Zoning Ordinance) and the Yorktown Design Guidelines to undertake the property improvements described in this application.

**Property Location/Address:** 425 Water Street

*NOTE: If property is located within the Chischiak Watch (CW) homeowners association, be advised that approval from the CW Architectural Control Committee may also be required before any changes or improvements to the property can be made.*

**Tax Assessor's Parcel Number(s):** \_\_\_\_\_

**GPIN:** \_\_\_\_\_

**Proposed Action(s):**

<input checked="" type="checkbox"/>	New Building	<input type="checkbox"/>	Repainting with existing color scheme
<input type="checkbox"/>	Addition	<input type="checkbox"/>	Repainting with different color scheme
<input type="checkbox"/>	Relocation	<input type="checkbox"/>	New roof – same color and materials
<input checked="" type="checkbox"/>	Demolition	<input type="checkbox"/>	New roof – different color or materials
<input type="checkbox"/>	Deck / Porch / Trellis	<input type="checkbox"/>	New / replacement windows
<input type="checkbox"/>	Garage / Storage Shed	<input type="checkbox"/>	Signs (new or replacement)
<input type="checkbox"/>	Walls / Fences		
	Other (please describe) _____ _____		

**Detailed Description of Proposed Improvements / Actions:** please describe the proposed exterior improvements and property modifications that you would like to undertake; attach architectural plans or sketches or photographs to depict the proposal: \_\_\_\_\_

Demolish existing buildings and construct a one-story building on site.

**A LIST OF ALL MATERIALS USED AND COLORS PROPOSED MUST BE SUBMITTED WITH THE APPLICATION:** (include information for foundation, walls, doors, windows, trim, gutters/downspouts, roofing, lighting, sidewalks, mechanical equipment, decks, rails, chimney, walls, fences, and others as applicable; include samples of materials and color charts.)

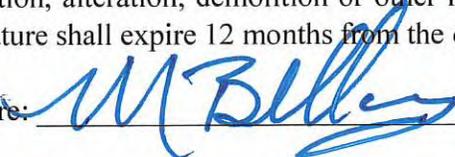
**Applicant/Property Owner**

Printed Name York County Board of Supervisors  
Address PO Box 532  
City/State/Zip Yorktown, VA 23690  
Phone/Fax No. \_\_\_\_\_  
E-mail \_\_\_\_\_

**Representative**

Printed Name Darren Williams  
Firm YC Dept of Economic and Tourism Development  
Address PO Box 532  
City/State/Zip Yorktown VA 23690  
Phone/Fax No. \_\_\_\_\_  
E-mail \_\_\_\_\_

The above named person/firm has permission to represent me regarding this request for architectural review. I understand that approval by the Historic Yorktown Design Committee (HYDC) of any construction, reconstruction, alteration, demolition or other modification of a building, structure, sign or exterior architectural feature shall expire 12 months from the date of approval.

Property Owner Signature:  Date: 2-2-84

\*\*\*\*\*

Signing this application form shall constitute the granting of authority to County officials and HYDC members to enter onto the property for the purposes of conducting the analysis of the application, taking photographs and posting signs to notify the public of the application.

**PLEASE NOTE THAT CONSIDERATION WILL NOT BE GIVEN TO INCOMPLETE APPLICATIONS.**

\*\*\*\*\*

**Application was:**

- Approved**
- Approved with Conditions**
- Administrative Approval**
- Denied**

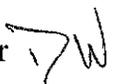
**Date of Action:** \_\_\_\_\_

# COUNTY OF YORK

## MEMORANDUM

**DATE:** January 31, 2024

**TO:** 'Historic Yorktown Design Committee

**FROM:** Darren Williams, Economic and Tourism Development Deputy Director 

**SUBJECT:** York County Dockmaster and Waterfront Operations Staff Building Designs

The Dockmaster's Office and public bathroom building are a crucial part of the waterfront infrastructure and serves several functions in supporting tourism and economic development efforts, providing recreational resources for visitors and residents, and preservation of Yorktown's rich history. The office manages ship arrivals, waterfront events and activities, and pier operations. The current 347-square foot Dockmaster's Office has become a de facto visitors center, lost and found, first aid station, and home base for Yorktown Waterfront Ambassadors and Parking Attendants. It is where boaters pay to dock, and visitors can reserve an amphibious wheelchair. Most importantly, it provides public restrooms for beachgoers and visitors. The ADA-accessible beach MobiMat, fishing pier, and trolley stop are all located beside the Dockmaster's Office.

Though York County has made great strides to ensure everyone can enjoy the amenities at the waterfront, one crucial gap remains and serves as the impetus for this project—the public restrooms are not ADA-compliant. This is a significant deficiency, compounded by the fact that both buildings were built in the 1970s, with the Dockmaster's Office serving as a summer lifeguard building. Though it is now used year-round, it was not designed for such. The Office lacks a climate control system, so staff members use space heaters in the office during the winter months. Furthermore, they must shut off the water in the building and close the restrooms to prevent the pipes from freezing. The size of the building and lack of climate control create substandard conditions that hamper County staff's ability to manage waterfront operations year-round. County officials would like to remedy the situation by replacing these buildings with one suitable as the destination for visitor services and functional for staff working at the waterfront.

Tourism is a key driver of revenue to the County and the growth of waterfront operations and visitation (events, retail, piers, etc.) continues to reinforce it as the destination of choice year-round. A new and improved Dockmaster's Building and Waterfront Operations Staff Building are much needed assets to effectively support this important County resource and protect the interests of the nearby residents and businesses. The Dockmaster Office will be a central point of information and guest services with the goal of becoming a state-certified visitors center. It will also feature ADA-accessible

restrooms, which will significantly upgrade the existing facility and support all of the other ADA-accessible amenities - MobiMat, MobiChair, and Yorktown Trolley, already operating at the waterfront. The new building will be climate-controlled which will allow for the restrooms to remain open year-round. Dock staff and Yorktown Ambassadors will be able to offer improved guest-relations services from this location and provide visitors with information about Yorktown's important role, and how best to navigate all the regional points of interest, especially within the Historic Triangle.

The Waterfront Operations Staff Building will function as a hub for managing the logistics of overall waterfront operations and events, and monitor the area more effectively to improve public safety. This building will provide office space for three full-time waterfront operations staff and provide work-as-required waterfront operations staff with a location to complete required, training, have a place to store personal items, and take lunch/break.

In 2023, the Historic Yorktown Design Committee (HYDC) denied and the Board of Supervisors affirmed the denial of the proposed building application due to concerns over the height and impact of the viewshed. County staff redesigned the building and held a public forum and online survey to receive feedback on a variety of choices. The new designs presented in these applications address the concerns with a lower overall building height for the Dockmaster Building by reducing the structure to a single-story building and heeding the suggestion to relocate the intended function of the second story to another location at the waterfront, which is represented by the single-story Waterfront Operations Staff Building behind the parking structure in Riverwalk Landing.

We respectfully submit for approval this essential project knowing it will enhance the quality of the waterfront experience for visitors, residents, and staff – all a part of what makes Historic Yorktown a great place to live and work.

Williams/3508

#### Attachments

- Applications



Water Street Side



South Elevation



River Side



North Elevation



Water Street Side



South Elevation



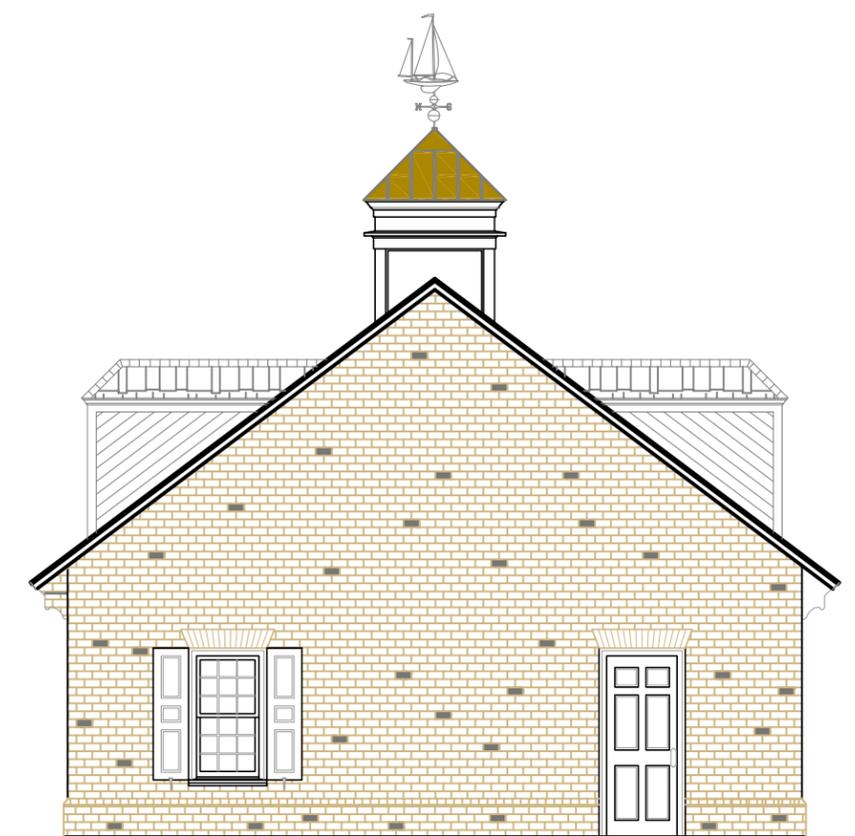
Water Street Side



South Elevation



River Side



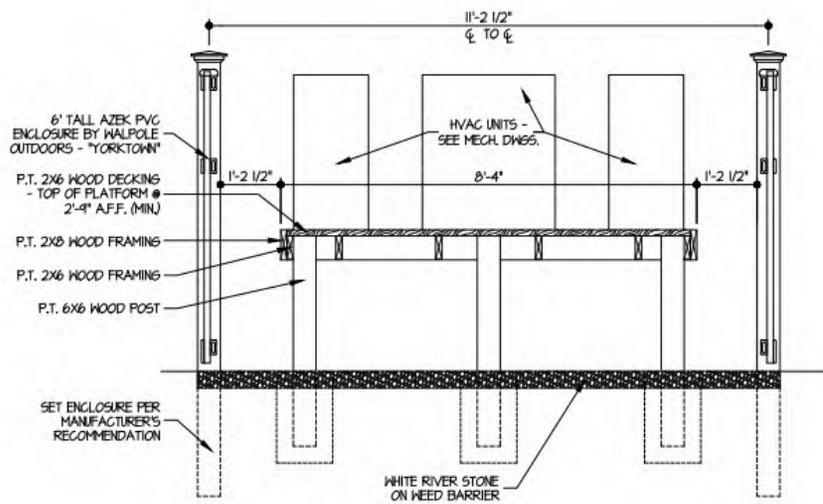
North Elevation



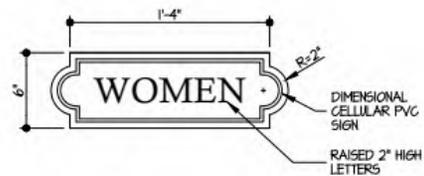
Water Street Side



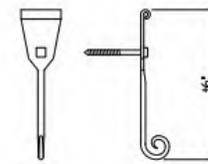
South Elevation



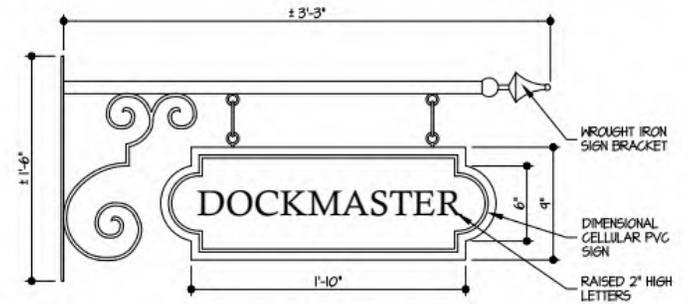
7 HVAC ENCLOSURE AND PLATFORM DETAIL  
A2.01/1/2" = 1'-0"



6 SIGN DETAIL  
A2.01/1-1/2" = 1'-0"



5 SHUTTER DOG DETAIL  
A2.01/3" = 1'-0"



4 SIGN & BRACKET DETAIL  
A2.01/1-1/2" = 1'-0"



### LEGEND

COMMON NAME	QTY
Boxwood, Winter Gem (or Mahonia Soft)	5
Catmint, Walker's Low	18
Coneflower, Purple	13
Coral Bells, Purple Palace	6
Daylily	35
Distylium, Blue Cascade	12
Fern, Holly	1
Grass, Foerster's Feather Reed	10
Grass, Mulhy Pink	15
Grass, Panicum Virgatum 'Purple Tears'	7
Magnolia, Sweet Bay (or Live Oak Returned)	1
Rose, Knockout	3
Rudbeckia, Goldsturm	13
Stachys lanata, Lambs Ear	15
Tradescantia, Spiderwort	3



# COUNTY OF YORK

## MEMORANDUM

**DATE:** February 16, 2024 (HYDC Mtg. 2/21/24)

**TO:** Historic Yorktown Design Committee

**FROM:** Earl W. Anderson, AICP, Chief of Development Services

**SUBJECT:** Application No. HYDC-248-24, York County Board of Supervisors, 104 Buckner Street: Construct a new Waterfront Operations Staff building

### Issue

This application, submitted by the York County Board of Supervisors, seeks approval for the design of a proposed new building to be constructed at 104 Buckner Street. The applicant will utilize the structure as outlined in the narrative memo submitted with the application.

The proposed one-story structure will be located on the western side of Buckner Street between the existing parking garage and the bluff. The proposed construction will require a Yorktown Village Activity permit and is scheduled to be heard by the Planning Commission at their March 2024 meeting with a subsequent hearing by the Board of Supervisors.

Copies of the architectural drawings of the proposed structure and other supporting materials provided by the applicant are attached.

### Pertinent Design Guidelines

The subject structure is located in the *Historic Core*, as defined by the Yorktown Historic District and Design Guidelines. It should be evaluated for conformance with the standards for Site Planning and Landscape Alterations and New Construction – Commercial, Civic and Institutional Construction (see standards beginning on pages 28 and 45, respectively of the Design Guidelines).

The Site Planning and Landscape Alterations standards are summarized below, along with staff comments:

Standard	Comments
<u>Views</u> – new construction should be done recognizing its impact on views toward and from significant features and resources. Additionally, ground-level utilities should be located in side and rear yards and screened using solid fencing or evergreen plantings.	The proposed new structure will not be visible from any significant features or resources. Ground-level utilities are not shown but can be easily located to the western side of the structure and not be visible from Buckner Street.

Historic Yorktown Design Committee

February 16, 2024

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<p><u>Walks and Paths</u> – residential walks and paths can include grass, compacted dirt, brown pea stone, river stone, brick, bluestone or other monolithic stone. New walkways should be of similar materials to existing connected walks and paths.</p>	<p>New walkways will be located in front of the building and go out to Buckner Street. The materials are brick.</p>
<p><u>Alleys, Driveways and Parking Areas</u> - private, residential driveways should be surfaced in grass, compacted soil/stone mixture, brown pea stone/gravel, exposed aggregate concrete, or brick pavers and should not exceed eleven feet (11’) in width. Additionally the driveway may split or increase in width no closer than twenty-five feet (25’) from the front property line.</p>	<p>No parking or driveway areas are shown on the plan.</p>
<p><u>Walls and Fences</u> – fences, walls, and hedges are part of the character of the historic area and should be retained and maintained. Wooden picket fences are appropriate and wrought iron, composite wood, wood substitute products, and synthetic fence materials may be considered on a case-by-case basis.</p>	<p>A retaining wall will be used along the bluff side of the structure, but will not be a boundary-defining structure.</p>

A summary listing of the New Construction – Commercial, Civic and Institutional Construction standards, along with staff comments regarding compliance follows:

Standard	Comments
<p>In general, reconstructions or duplications of pivotal structures should be avoided. On occasion, however, the National Park Service may find it desirable to undertake such reconstructions on its properties in support of interpretation programs for the village or battlefield. Such reconstructions are appropriate if they are based on scholarly research involving archaeological and or historical evidence as to the siting, form, appearance, and materials of the original resource, and if it is clearly stated in the interpretation effort that the building or feature is a reconstruction.</p>	<p>The structure is not a reconstruction or duplication of any existing pivotal structures. It is based on a structure at Riverwalk.</p>
<p><u>Setbacks</u> – The setback of commercial, civic and institutional buildings should be consistent and coordinated with the setback of surrounding structures and appropriate to their use, overall design and site development. In general, new commercial, civic or institutional buildings should not be constructed forward of existing buildings on either side.</p>	<p>The proposed setback of the structure is 25’ from the property line along Buckner Street. The closest interior property lines will be vacated and other setbacks will be a greater distance.</p>
<p><u>Orientation of Primary Buildings</u> - The main entrance façade of primary civic and institutional buildings should be oriented to the street on which they are located. In the case of structures located on corner or through lots, the primary structure may have its principal entrance façade oriented to either of the streets, except where one of the frontages is Main Street, in which case orientation should be to that street. Secondary buildings may orient to the primary building on the same lot or to an adjacent street</p>	<p>The main entrance will face the parking garage. The elevation toward Buckner Street will be the side.</p>

Historic Yorktown Design Committee

February 16, 2024

Page 3

<p><u>Size and Scale</u> - The maximum height above grade at the principal façade should not exceed two-and-a-half stories (exclusive of cupolas, steeples, etc.). The maximum allowable footprint (lot coverage) for primary and secondary buildings combined should not exceed 75% of the size of the subject lot.</p>	<p>The structure is one-story at approximately 14.63 feet in height.</p>
<p><u>Form and Massing</u> - Structures should generally be designed with a rectangular form with necessary building floor area accommodated through a primary structural block and subordinate wings, rather than a single massive block of space and building elevation. Specifically not appropriate are round structures, geodesic domes or other unusual or uncharacteristic designs. Building form and massing must be designed with attention to compatibility with their immediate surroundings and the overall character of the entire village.</p>	<p>The primary structure block is rectangular in shape with the long axis facing away from Buckner Street but in line with the parking garage.</p>
<p><u>Roof Form</u> - Roofs of all civic and institutional buildings should be visually prominent, and generally should use gabled or hipped roof forms. Depending on the presence and configuration of wings, the resulting roof may include more complex arrangements and intersections of the basic forms such as intersecting or clipped gables and variations of the standard hipped roof. Roof pitch should be in the range of 9:12 to 12:12.</p>	<p>The proposed roof is a gable style with varying pitches, between 9:12 and 12:12.</p>
<p><u>Façade Arrangements</u> - The principal façade should be organized symmetrically. Major institutional and civic buildings should have prominent entrances, articulated by architectural features such as porches, porticos, pediments, architraves or other prominent elements that are consistent with the overall building design.</p>	<p>The façade is symmetrical with the main entrance prominently along the front side parallel to the parking garage.</p>
<p><u>Architectural Elements</u></p> <p><u>Foundation Materials</u></p> <ul style="list-style-type: none"><li>(a) Brick-faced foundations should be used for all commercial, civic and institutional buildings.</li><li>(b) Foundations may be differentiated from the wall surface by the use of water tables, belt courses, or other similar brick features.</li></ul>	<p>The foundation is brick-faced.</p> <p>The foundation is shown to be differentiated from the wall surface.</p>
<p><u>Wall Materials</u></p> <ul style="list-style-type: none"><li>(a) Foundation and wall materials for additions should be compatible with those of the existing construction in type, color, texture, size, spacing, and general appearance.</li><li>(b) Brick is an appropriate material for civic and institutional buildings.</li><li>(c) Virginia red brick is the preferred wall material for civic and institutional buildings; no old, variegated, mottled, or glazed bricks should be used. Variation in brick size and texture may be appropriate if integral to the overall design of the building.</li></ul>	<p>The materials are brick and composite wood siding.</p> <p>The building material is mainly brick.</p> <p>The brick to be used shall be matched to that of the existing brick used at Riverwalk.</p>

<p>(d) Common and American bonds are appropriate; Flemish, English, and other period bonds are not.</p> <p>(e) Mortar should be in a beige-to-tan color range, and mortar joints should be struck with a grapevine profile.</p> <p>(f) Although the use of stucco on Grace Church is both skillful and unique, stucco is not a traditional material in Yorktown and its use should not be encouraged.</p>	<p>The bond shall be American.</p> <p>Mortar shall be in the beige to tan color range.</p> <p>No stucco is proposed.</p>
<p>(g) Stone is an appropriate material if its use is compatible with and incidental to that of brick, such as for doorway surrounds, door and window lintels, or windowsills.</p> <p>(h) In addition to brick, painted wood clapboarding is an appropriate material for commercial structures and, on a case-by-case basis, institutional buildings. Composite wood products, and other wood substitute or synthetic sidings and trim may be used if they are indistinguishable in outward appearance and compatibility from an otherwise approvable standard wood product.</p>	<p>No stone is proposed.</p> <p>Composite wood siding is proposed.</p>
<p><u>Roof Materials</u> - Slate or wood shingles are the preferred materials for civic, institutional and commercial structures; however, asphalt and fiberglass composition shingles may be approved by the HYDC on a case-by-case basis.</p>	<p>A slate shingle is proposed to be used.</p>
<p><u>Doors</u></p> <p>(a) Doors should be wood, raised-panel designs, with or without lights.</p> <p>(b) If the principal façade has more than one entrance, the main entry for public access should be the most prominent.</p> <p>(c) Entrance doors may be single or double in configuration based on their function and importance.</p> <p>(d) Sliding glass doors should not be used on any elevation and glass doors of any type should be avoided unless they can fit into the design without adversely impacting the architectural character of the building.</p> <p>(e) Exterior doors may either be painted or have a natural finish if the surface is smooth and of a suitable wood.</p> <p>(f) Steel or composite doors may be used provided they have the appearance of a wooden, raised-panel door.</p> <p>(g) All attached hardware should be simple in design and appropriate to the character of the building and the district.</p>	<p>A single entry door is proposed on the front façade. The door is proposed to be a nine-pane divided-light double set of doors.</p> <p>There is only one entrance shown.</p> <p>The entrance doors are a double-door configuration.</p> <p>No sliding glass doors are proposed.</p> <p>The door frame and dividers will be painted.</p> <p>Any other doors will be steel or composite doors.</p> <p>The hardware is simple and will be matte black.</p>

<p><u>Windows</u></p> <p>(a) Windows should be double-hung, wood sash designs with a vertical proportion. Windows with an equivalent appearance and constructed of a composite or synthetic material or cladding may be considered on a case-by-case basis.</p> <p>(b) Window sash may have multiple panes created by fixed wood muntins; snap-in muntins giving a single, large pane the appearance of multiple lights are not preferred, but may be considered on a case-by-case basis.</p> <p>(c) The use of energy efficient windows is encouraged to eliminate the need for exterior storm windows.</p>	<p>Windows are multi-paned divided light large sections of windows. Materials will be composite wood or synthetic material similar to Riverwalk.</p> <p>The windows will have fixed muntins.</p> <p>No storm windows will be used.</p>
<p>(d) The majority of windows on the principal façade should be uniform in size and regularly spaced. Other window designs may be acceptable if they are appropriate to the design of the building.</p>	<p>The windows on the principal façade are uniform in size with a differentiating design between the two parts of the structure.</p>
<p><u>Shutters</u> - Shutters should be constructed of wood or an equivalent composite or synthetic wood-like material, painted, and sized to fit the windows or doors they are intended to cover.</p>	<p>Shutters are only shown on the upper section of the right side section and will be of composite wood material.</p>
<p><u>Porches, Stoops and Railings</u></p> <p>(a) Porches and stoops should be consistent and compatible in form with the principal block of the building.</p> <p>(b) Front porches and stoops should not be enclosed.</p> <p>(c) All porch supports, columns and posts should be constructed of painted wood or wood-like synthetic or composite materials, or dressed stone and should be compatible with the overall design of the porch, building, and that of nearby properties.</p> <p>(d) Porch railings may be either painted wood or metal. Railings and balusters should employ square or turned pickets.</p> <p>(e) All porch roofs should be pitched or hipped and compatible with the roof form of the principal block.</p> <p>(f) All steps leading to porches and stoops should be of brick, slate, or painted wood or wood-like synthetic construction.</p>	<p>The front stoop is inset from the two wings and consistent with the block of the structure.</p> <p>The front stoop is not enclosed.</p> <p>There are no porch components.</p> <p>There are no railings.</p> <p>There is no porch roof.</p> <p>The steps will be brick.</p>
<p><u>Chimneys</u></p> <p>(a) Brick should be used for all chimneys, whether internal or external.</p>	<p>The drawing shows two faux brick chimneys on each</p>

<p>(b) Articulation of the cap and variation in width from the firebox to the cap may be desirable in some instances.</p> <p>(c) The use of metal flue pipes/chimneys/vents should be limited to portions of the structure not visible from public street rights-of-way or other publicly accessible spaces (including the river). In any event, if metal flues or vents are used, they should be painted to match the color of the roof or wall through which they protrude.</p>	<p>The chimneys have articulated caps.</p> <p>There are no flue or vents shown. Any used should be at the rear of the structure closest to the bluff to block any views and should be painted black.</p>
<p><u>Gutters and Downspouts</u></p> <p>(a) The use of ground gutters is encouraged.</p>	<p>Ground gutters will be used.</p>
<p>(b) If fascia-mounted guttering is used, it should be copper with a half-round configuration. Metal, painted to match the color of the eave fascia, of a half-round or such other style deemed appropriate to the style of the structure, may be considered on a case-by-case basis.</p> <p>(c) Downspouts should be of a round crosssection or other shape appropriate to the style of the structure, and painted to match the color of the wall surface to which they are attached.</p>	<p>No fascia-mounted guttering is proposed.</p> <p>No downspouts are proposed.</p>
<p><u>Color</u></p> <p>(a) Paint colors for all exterior wood surfaces (excluding fences) associated with new construction should be comprised of a color or colors from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Other colors may be proposed and will be considered on a case-by-case basis.</p> <p>(b) Unpainted brickwork on pivotal or contributing buildings shall not be painted.</p> <p>(c) All wood trim on brick buildings should be painted white or similar light neutral color compatible with the brick wall materials</p>	<p>The siding will be gray slate, with a slate gray trim. The shutters will be gray. All colors match colors within the Yorktown Color Palette.</p> <p>This is not a pivotal or contributing building.</p> <p>The trim will be a neutral gray color.</p>
<p><u>Mechanical and Communications Equipment</u></p> <p>(a) Ground-level mechanical and communications equipment should be screened from view from public rights-of-way and other publicly-accessible spaces by walls of the same design and materials as the building, by appropriate plant materials, or a combination of the two.</p> <p>(b) Rooftop mechanical and communications equipment should be fully screened from view by locating such equipment in attics, cupolas or other familiar roof forms, or by screening it with continuous parapets that are integrated into the overall form of the roof.</p>	<p>Any ground-level equipment will be screened to the rear or right sight of the proposed building. Additional composite wood fencing and plantings shall be added as needed.</p> <p>No rooftop equipment is proposed.</p>

<p><u>Walls and Fences</u></p> <ul style="list-style-type: none"><li>(a) Brick walls may be considered if they are essential for security, privacy, or screening, or are integral in establishing site definition or linkages with adjacent buildings and areas.</li><li>(b) The height of a brick wall should be appropriate to both its purpose and the design of adjacent buildings and landscapes.</li><li>(c) Brick should comply with the requirements for building wall surfaces.</li><li>(d) Metal fences of any kind, other than wrought iron, are not appropriate. Wood fences will be evaluated on a case-by-case basis.</li></ul>	<p>There are no proposed walls or fences to be used as boundary markers. The site will have a retaining wall along the bluff.</p> <p>The retaining wall height will rely on future engineering work.</p> <p>The brick will comply.</p> <p>No metal fences are proposed.</p>
<p><u>Walks, Paths and Paved Pedestrian Areas</u></p> <ul style="list-style-type: none"><li>(a) Walks and paths providing access to and from the street and within the property where visible from public rights-of-way should follow rectilinear paths.</li><li>(b) Paved pedestrian areas that immediately abut the building should be provided only in association with the principal entry to the building.</li><li>(c) Appropriate paving materials include paving brick compatible in color to that used for the building's exterior walls, or concrete with a brown or gray pea gravel exposed aggregate finish.</li><li>(d) Asphalt is not an appropriate paving material for walks and paths.</li><li>(e) All paving materials must comply with ADA accessibility standards.</li></ul>	<p>Any paths from the street or parking garage shall be rectilinear.</p> <p>The entry will be the only paved pedestrian area.</p> <p>Paving materials will match those used at Riverwalk.</p> <p>No asphalt is proposed.</p> <p>The paving materials will comply.</p>
<p><u>Lighting</u></p> <ul style="list-style-type: none"><li>(a) Landscape Lighting - Landscape lighting should be visually unobtrusive during both the day and night. It should complement the architecture and outdoor spaces rather than spot-lighting them. Lighting wattage should be understated and compatible with the setting and surroundings and must not create inappropriate light trespass onto adjacent properties or glare on adjacent properties, public streets or public areas.</li></ul>	<p>No landscape lighting is proposed. However, if installed lighting will comply.</p>

<p>(b) Building Lighting - Building lighting should be provided only when it will enhance and complement the architectural features of a structure at night as opposed to spotlighting them for attention-getting purposes. Lighting wattage should be understated and compatible with the setting and surroundings and must not create inappropriate light trespass onto adjacent properties or glare onto adjacent properties, public streets or public areas.</p> <p>(c) Walkway and Parking Lot Lighting - Poles, posts and fixtures should be designed and sized as an integral part of the site architecture and, generally, should not exceed the height of the eaves of nearby structures. Galvanized metal, bright colors, and other visually inappropriate materials should not be used for poles, posts or fixtures. Lighting wattage should be selected and limited to achieve appropriate illumination levels for safety and security while avoiding light glare and trespass onto adjacent properties, public streets or public areas.</p>	<p>The building lighting shall be similar to that used on the Riverwalk buildings currently.</p> <p>Any walkway lighting shall comply.</p>
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**Recommendation**

In staff’s opinion, the proposed structure is generally consistent with the Design Guidelines. Staff believes that the proposed new Waterfront Operations Staff building will be visually appealing and that it merits approval. Accordingly, it is recommended that the Committee find the proposal consistent with the Guidelines and that the application be approved, subject to the following conditions:

1. The building shall be constructed in accordance with the exterior features depicted on the architectural renderings and with the supplementary information presented with the application.

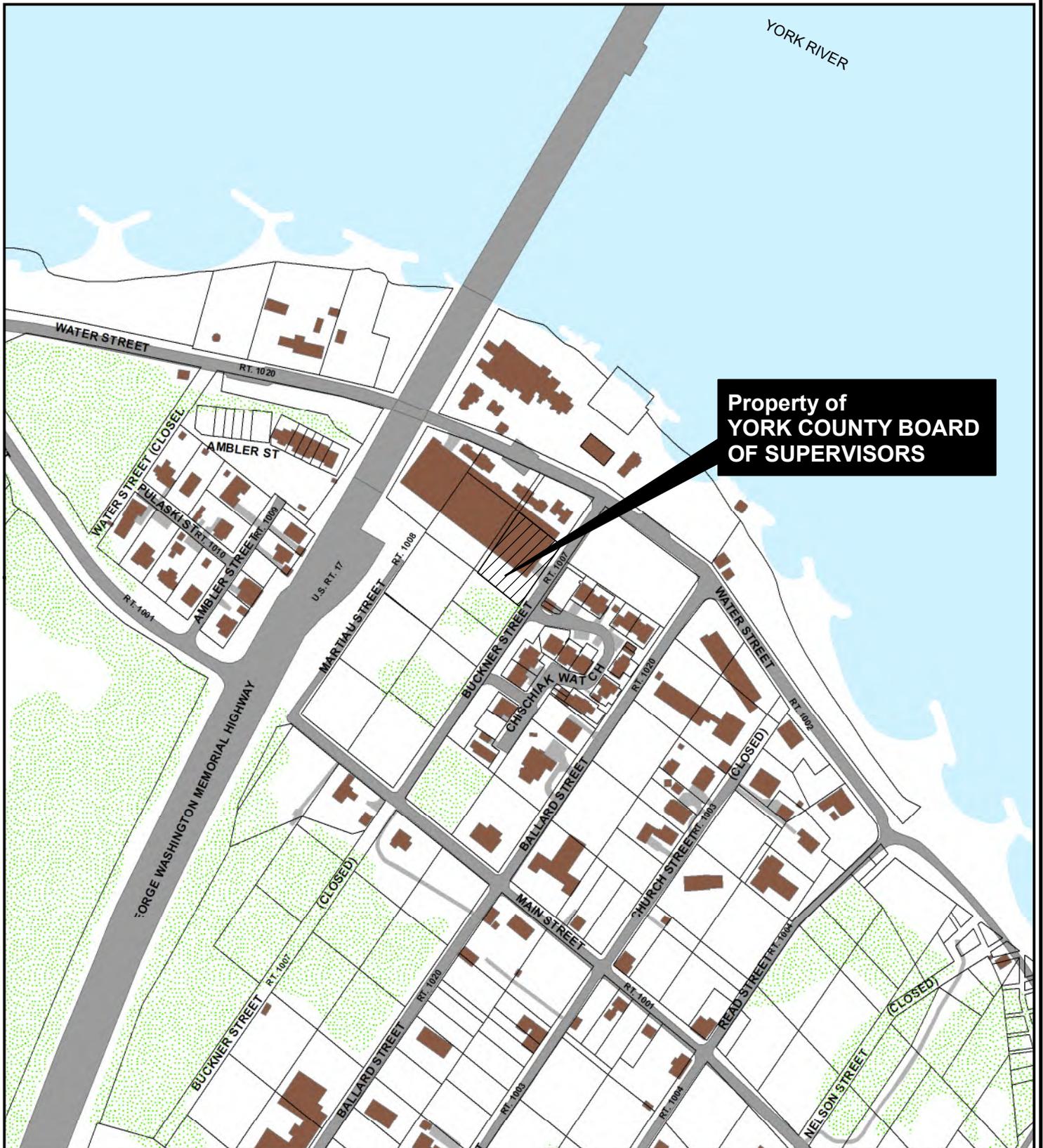
**Attachments**

- Application materials and plans

**APPLICANT York County Board of Supervisors**  
104 Buckner Street  
Request for review of the construction of  
new Waterfront Operations Staff building.

# VICINITY MAP

**APPLICATION NUMBER: HYDC-248-24**



**Property of  
YORK COUNTY BOARD  
OF SUPERVISORS**

★ = Conditional Zoning



Printed on February 12, 2024.



**SOURCE: YORK COUNTY  
GIS PARCEL DATA and  
ZONING DATA**

THIS IS NOT A LEGAL PLAT.  
This map should be used for  
information purposes only. It is  
not suitable for detailed site planning.



HYDC #: 248-24

Date Filed: 2/2/24

## Historic Yorktown Design Committee

### APPLICATION FOR ARCHITECTURAL REVIEW

I/We York County request authorization under the terms of the Yorktown Historic District (Section 24.1-377 of the York County Zoning Ordinance) and the Yorktown Design Guidelines to undertake the property improvements described in this application.

**Property Location/Address:** 104 Buckner Street

*NOTE: If property is located within the Chischiak Watch (CW) homeowners association, be advised that approval from the CW Architectural Control Committee may also be required before any changes or improvements to the property can be made.*

**Tax Assessor's Parcel Number(s):** \_\_\_\_\_

**GPIN:** \_\_\_\_\_

**Proposed Action(s):**

<input checked="" type="checkbox"/>	New Building	<input type="checkbox"/>	Repainting with existing color scheme
<input type="checkbox"/>	Addition	<input type="checkbox"/>	Repainting with different color scheme
<input type="checkbox"/>	Relocation	<input type="checkbox"/>	New roof – same color and materials
<input type="checkbox"/>	Demolition	<input type="checkbox"/>	New roof – different color or materials
<input type="checkbox"/>	Deck / Porch / Trellis	<input type="checkbox"/>	New / replacement windows
<input type="checkbox"/>	Garage / Storage Shed	<input type="checkbox"/>	Signs (new or replacement)
<input type="checkbox"/>	Walls / Fences	<input type="checkbox"/>	
<input type="checkbox"/>	Other (please describe) _____ _____		

**Detailed Description of Proposed Improvements / Actions:** please describe the proposed exterior improvements and property modifications that you would like to undertake; attach architectural plans or sketches or photographs to depict the proposal: \_\_\_\_\_

Construct a one-story building on site.

**A LIST OF ALL MATERIALS USED AND COLORS PROPOSED MUST BE SUBMITTED WITH THE APPLICATION:** (include information for foundation, walls, doors, windows, trim, gutters/downspouts, roofing, lighting, sidewalks, mechanical equipment, decks, rails, chimney, walls, fences, and others as applicable; include samples of materials and color charts.)

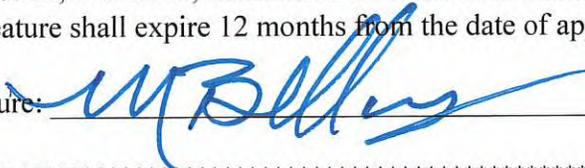
**Applicant/Property Owner**

Printed Name York County Board of Supervisors  
Address PO Box 532  
City/State/Zip Yorktown, VA 23690  
Phone/Fax No. \_\_\_\_\_  
E-mail \_\_\_\_\_

**Representative**

Printed Name Darren Williams  
Firm YC Dept of Economic and Tourism Development  
Address PO Box 532  
City/State/Zip Yorktown VA 23690  
Phone/Fax No. \_\_\_\_\_  
E-mail \_\_\_\_\_

The above named person/firm has permission to represent me regarding this request for architectural review. I understand that approval by the Historic Yorktown Design Committee (HYDC) of any construction, reconstruction, alteration, demolition or other modification of a building, structure, sign or exterior architectural feature shall expire 12 months from the date of approval.

Property Owner Signature:  Date: 2-2-24

\*\*\*\*\*

Signing this application form shall constitute the granting of authority to County officials and HYDC members to enter onto the property for the purposes of conducting the analysis of the application, taking photographs and posting signs to notify the public of the application.

**PLEASE NOTE THAT CONSIDERATION WILL NOT BE GIVEN TO INCOMPLETE APPLICATIONS.**

\*\*\*\*\*

**Application was:**

- Approved
- Approved with Conditions
- Administrative Approval
- Denied

Date of Action: \_\_\_\_\_

# COUNTY OF YORK

## MEMORANDUM

**DATE:** January 31, 2024

**TO:** 'Historic Yorktown Design Committee

**FROM:** Darren Williams, Economic and Tourism Development Deputy Director 

**SUBJECT:** York County Dockmaster and Waterfront Operations Staff Building Designs

The Dockmaster's Office and public bathroom building are a crucial part of the waterfront infrastructure and serves several functions in supporting tourism and economic development efforts, providing recreational resources for visitors and residents, and preservation of Yorktown's rich history. The office manages ship arrivals, waterfront events and activities, and pier operations. The current 347-square foot Dockmaster's Office has become a de facto visitors center, lost and found, first aid station, and home base for Yorktown Waterfront Ambassadors and Parking Attendants. It is where boaters pay to dock, and visitors can reserve an amphibious wheelchair. Most importantly, it provides public restrooms for beachgoers and visitors. The ADA-accessible beach MobiMat, fishing pier, and trolley stop are all located beside the Dockmaster's Office.

Though York County has made great strides to ensure everyone can enjoy the amenities at the waterfront, one crucial gap remains and serves as the impetus for this project—the public restrooms are not ADA-compliant. This is a significant deficiency, compounded by the fact that both buildings were built in the 1970s, with the Dockmaster's Office serving as a summer lifeguard building. Though it is now used year-round, it was not designed for such. The Office lacks a climate control system, so staff members use space heaters in the office during the winter months. Furthermore, they must shut off the water in the building and close the restrooms to prevent the pipes from freezing. The size of the building and lack of climate control create substandard conditions that hamper County staff's ability to manage waterfront operations year-round. County officials would like to remedy the situation by replacing these buildings with one suitable as the destination for visitor services and functional for staff working at the waterfront.

Tourism is a key driver of revenue to the County and the growth of waterfront operations and visitation (events, retail, piers, etc.) continues to reinforce it as the destination of choice year-round. A new and improved Dockmaster's Building and Waterfront Operations Staff Building are much needed assets to effectively support this important County resource and protect the interests of the nearby residents and businesses. The Dockmaster Office will be a central point of information and guest services with the goal of becoming a state-certified visitors center. It will also feature ADA-accessible

restrooms, which will significantly upgrade the existing facility and support all of the other ADA-accessible amenities - MobiMat, MobiChair, and Yorktown Trolley, already operating at the waterfront. The new building will be climate-controlled which will allow for the restrooms to remain open year-round. Dock staff and Yorktown Ambassadors will be able to offer improved guest-relations services from this location and provide visitors with information about Yorktown's important role, and how best to navigate all the regional points of interest, especially within the Historic Triangle.

The Waterfront Operations Staff Building will function as a hub for managing the logistics of overall waterfront operations and events, and monitor the area more effectively to improve public safety. This building will provide office space for three full-time waterfront operations staff and provide work-as-required waterfront operations staff with a location to complete required, training, have a place to store personal items, and take lunch/break.

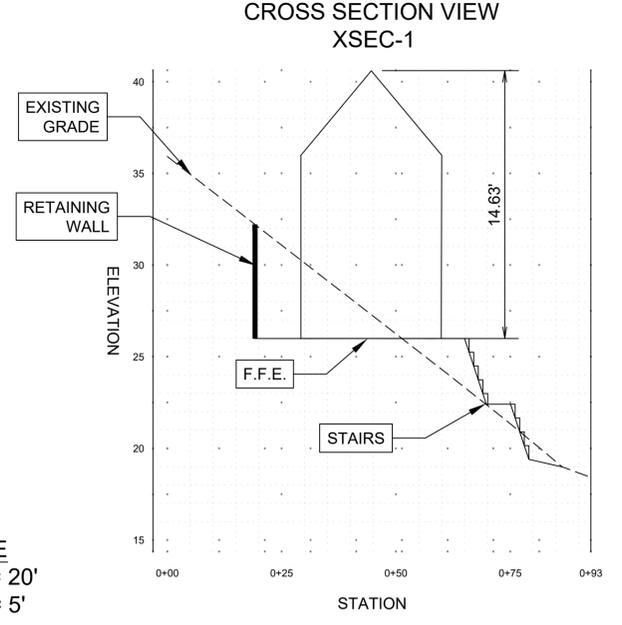
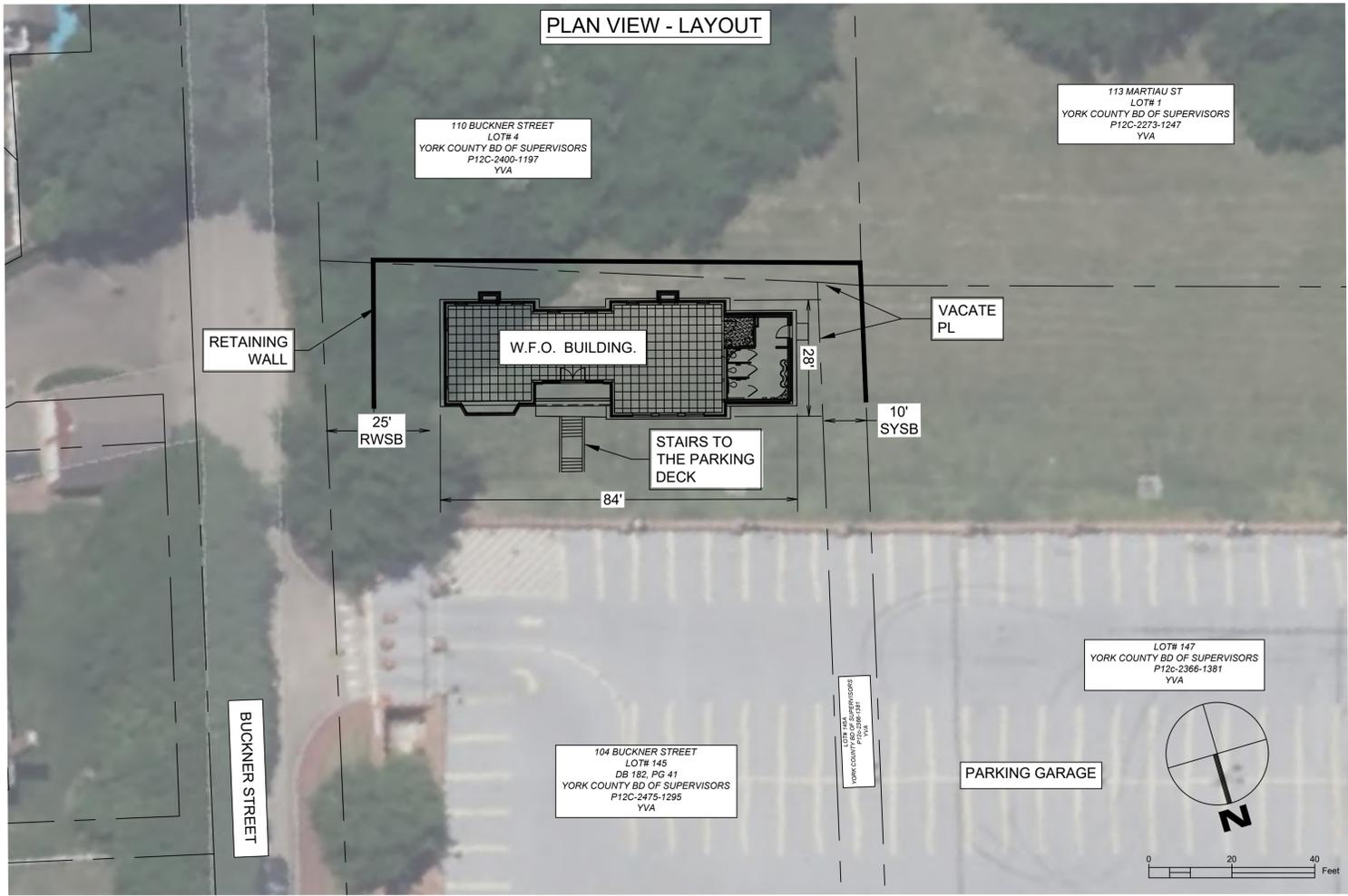
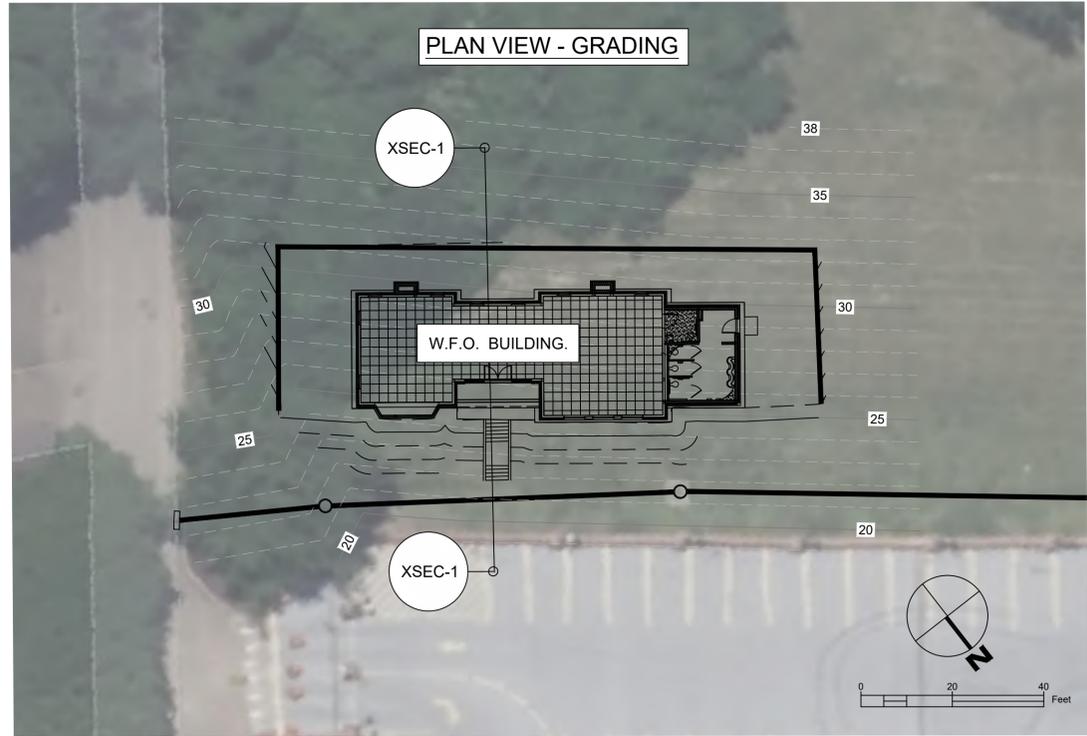
In 2023, the Historic Yorktown Design Committee (HYDC) denied and the Board of Supervisors affirmed the denial of the proposed building application due to concerns over the height and impact of the viewshed. County staff redesigned the building and held a public forum and online survey to receive feedback on a variety of choices. The new designs presented in these applications address the concerns with a lower overall building height for the Dockmaster Building by reducing the structure to a single-story building and heeding the suggestion to relocate the intended function of the second story to another location at the waterfront, which is represented by the single-story Waterfront Operations Staff Building behind the parking structure in Riverwalk Landing.

We respectfully submit for approval this essential project knowing it will enhance the quality of the waterfront experience for visitors, residents, and staff – all a part of what makes Historic Yorktown a great place to live and work.

Williams/3508

#### Attachments

- Applications



SCALE  
H: 1" = 20'  
V: 1" = 5'

NOTE: THE INFORMATION SHOWN ON THIS CONCEPT PLAN WAS PREPARED USING A COMBINATION OF AERIAL PHOTOGRAPHY, GOOGLE STREET VIEW PHOTOGRAPHY, GEOSPATIAL INFORMATION SYSTEMS (GIS) DATA, AND YORK COUNTY RECORDS.

DISCLAIMER: THIS DOCUMENT PRESENTS A CONCEPTUAL PLAN ONLY, INTENDED FOR DEMONSTRATION PURPOSES AND NOT AS LAND SURVEY, FINAL DESIGN, NOR A GUIDE FOR CONSTRUCTION.



1/19/24	DATE
W.F.O. BUILDING CONCEPT	DESCRIPTION
1	SUBMITTAL

	SIZE: ANS I D
--	---------------

CONCEPTUAL ONLY

W.F.O. BUILDING  
CONCEPT PLAN

SHEET ID  
CP01