



# Historic Yorktown Design Committee

## Summary of Activities

2022

During the calendar year 2022, the Historic Yorktown Design Committee met seven times and considered a total of nine applications for Certificates of Appropriateness. These cases are listed in the attached table and included the review of a new American Society of Le Souvenir Français, Inc. Historical Marker sign along the waterfront, approving new signage for the Yorktown Cottages, denying the tents at the Pub and Larry's Lemonade, reviewing a new HVAC unit at Larry's Lemonade, the installation of ropes and posts at the Pub, approving new playground equipment at Grace Episcopal Church, allowing a new front entrance at the Yorktown Beach Hotel, and finalizing the renovations of the Riverwalk and Water Street Grille restaurants. We are very pleased with the products of our deliberations on these cases and believe they demonstrate the successful meshing of an owner's desires, the guidance embodied in the Yorktown Design Guidelines, and the participatory process that our Committee employs in reaching our decisions. As we review and process various applications coming before the HYDC, we strive to balance the interests of owners in maintaining and improving their properties with the overarching goal of preserving and enhancing the architectural integrity and appearance of Yorktown. We sincerely hope that the Board and the citizens consider our efforts to have been successful.

While the above property improvement proposals necessitated formal Committee review and action, another twelve were eligible for review and approval by the Zoning Administrator. These administratively reviewed improvements included

new and extensions of fencing, solar panels, re-painting, and replacement of the existing streetlight fixtures throughout the village. The attached chart contains a full listing of all the applications processed during the calendar year 2022, both Committee-approved and administratively approved.

The members of the HYDC who served during the calendar year 2022 – Mr. Robert Hodson, who left the committee in June and was replaced by Mr. Tom Tragle, and the resignations of Mrs. Belinda Willis and Mr. Larry Raithel as alternates, and I – appreciated the opportunity to serve in the capacity entrusted to us by the Board of Supervisors. We also appreciate the service provided by Mrs. Margaret Mack-Yaroch, as our alternate member, and her willingness to stay abreast of the proceedings of the HYDC so as to participate when needed. We are, in addition, extremely appreciative of the ongoing support of County staff; in particular, the efforts of Mr. Earl Anderson have been instrumental in the Committee’s success, and it has been our privilege to work with him.

On behalf of my colleagues, Messrs. Longoria and Tragle, I wish to thank the Board of Supervisors for entrusting us with the responsibility to implement and administer the Historic Yorktown Design Guidelines. We also thank the property owners in Yorktown for their commitment to and acceptance of the design guidelines and review process as integral and important components of our collective efforts to protect and preserve the character of our special village.

Respectfully Submitted,



Ms. Carolyn Weekley  
Chair

Carolyn Weekley, Chair  
Attachment: 2022 Case Log

# HISTORIC YORKTOWN DESIGN COMMITTEE

## SUMMARY OF ACTIVITIES

### 2022

APPLICATION NO.	APPLICANT	ADDRESS	REQUEST/COMMENTS/CONDITIONS	ACTION	DATE
210-21	York County EDA	323 Water Street	Install plastic enclosures on outdoor dining areas for Riverwalk Restaurant	Approved	02/15/22
211-22	Mike & Vennie Lulofs	210 Smith Street	Install rear property line picket fence	Approved*	01/26/22
212-22	508 Water Street, LLC	508 Water Street	Replace front door awning and lights	Approved	2/15/22
213-22	Grace Episcopal Church	110 Read Street	Replace playground equipment	Approved	2/15/22
214-22	Paula Harris Guerra	200 Chischiak Watch	Install rear yard fence	Approved*	2/9/22
215-22	Watermens Museum	309 Water Street	Construct new shed	Approved	3/16/22
216-22	G-Square, Inc	540 Water Street	Install wooden posts and rope across front and tent on right-side of building	Posts – Approved Tent - Denied	3/16/22
217-22	Matt Bowry	508 Water Street	Paint Yorktown Beach Hotel MS-PKG Martin Senour Bright White	Approved*	03/15/22
218-22	Jacques Van Montfrans	228 Church Street	New shed	Approved*	04/06/22
219-22	Larry's Lemonade	542 Water Street	New Sign	Approved*	04/06/22

<b>220-22</b>	Larry's Lemonade	524 Water Street	Tent on left-side of building	Tent – Denied	04/20/22
			New roof HVAC unit	HVAC – Approved	08/17/22
			HVAC removed – application resolved	HVAC removed	08/08/22
<b>221-22</b>	Johnnett D. Razon	226 Church Street	Install solar panels on the rear portion of the roof	Approved*	5/20/22
<b>222-22</b>	Belinda Willis	120 Chischiak Watch	Expand fence around HVAC	Approved*	07/25/22
<b>223-22</b>	Margaret Mack- Yaroch	122 Chischiak Watch	Change picket fencing around HVAC to board-on-board and add picket fence along rear property line	Approved*	07/25/22
<b>224-22</b>	Yorktown Cottages	301 Ballard Street	Free-standing identification sign and free-standing direction sign	Approved	08/17/22
<b>225-22</b>	York County	126 Ballard Street	Extension of existing privacy board-on- board fence approximately 60 feet	Approved*	08/11/22
<b>226-22</b>	York County	329 Water Street	New Educational Sign – American Society of Le Souvenir Français, Inc.	Approved	09/20/22
<b>227-22</b>	Watermens Museum	309/313 Water Street	Replace an existing picket fence	Approved*	09/20/22
<b>228-22</b>	John Kight	232 Bacon Street	Install new outside heat pump unit	Approved*	10/24/22
<b>229-22</b>	York County	Village Area	Replace street light fixtures	Approved*	10/24/22

\* Indicates Administrative Review/Approval

## **Historic Yorktown Design Committee**

### **Minutes**

September 21, 2022  
East Room  
York Hall  
301 Main Street  
Yorktown, Virginia

**Members Attending:** Carolyn Weekley - Chair  
Margaret Mack

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

Ms. Carolyn Weekly called the meeting to order at 7:00 PM.

### **New Business**

None

### **Approval of Minutes**

The minutes of the August 17, 2022 meeting were approved unanimously.

### **Old Business**

None

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

#### **Application No. HYDC-226-22, 329 Water Street, York County**

Mr. Earl W. Anderson submitted the staff report, which stated that this application was a partnership between York County and the American Society of Le Souvenir Français, Inc. to install a new educational sign at the waterfront. The Zoning Ordinance, Section 705(o) exempts “Historical markers erected by...public authorities”. The proposed location at 329 Water Street is a property along the docking pier area and does not have any structures. The area currently has three other historical/educational markers along the grass area.

The applicant is requesting to install an historical marker honoring Admiral de Grasse, the French Navy, and American Independence specifically in Yorktown. The sign is proposed to be located on the northwest side of the property, to the left of the exiting Lafayette’s

Tour sign. The historical marker would be a three foot (3') by two foot (2') fiberglass embedded panel on two inch (2") by three inch (3") posts painted dark brown. The sign once placed would be approximately five feet (5') in height.

Mr. Anderson noted the documents showing the intended layout of text, maps, and imagery for the proposed marker and that the sign is not proposed to be illuminated. The YVA District regulations stipulate that signage is to be in accordance with the requirements of the Yorktown Design Guidelines and must be approved by the Historic Yorktown Design Committee. The Design Guidelines provide limited guidance for historical markers.

Mr. Anderson opined that historical marker signage does not appear to be covered in the Design Guidelines either in the residential nor commercial signage sections. The proposed sign would be located on a property where other educational and historical markers are located. Since the Guidelines do not specifically discuss historical marker signage, staff felt the Committee should review the marker to acknowledge a general consistency with the overall guiding principles of the Guidelines. Staff recommends approval of the historical marker, with the specifications/details as submitted by the applicant.

Ms. Weekley asked if the proposed sign would look like the other signs in the area.

Mr. Darren Williams, the York County Waterfront Operations and Event Manager stated that it would look similar to the John Smith Water Trail sign close to the proposed site.

Ms. Weekley thanked him and asked how the sign will be displayed.

Mr. Williams stated that it will be similar to how the John Smith signs are placed, but with two legs not three and at about waist height, slanted so to make it easily readable.

Ms. Margaret Mack said that she liked the design and layout. She felt it complimented the other signs in the area.

Ms. Weekley asked if anyone had any other comments.

Ms. Weekley 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.

By voice vote, the motion was approved unanimously.

Mr. Williams invited the Committee to the unveiling ceremony on Tuesday, October 18<sup>th</sup>. The official invitation should be out very soon.

### **Reports and Committee Requests**

Mr. Anderson reported on the most recent administrative approvals.

There being no further business to come before the Committee, the meeting was adjourned at 7:13 pm.

Respectfully Submitted,

Earl W. Anderson, Secretary

Approved by HYDC: Earl W. Anderson

# Approved December 2022

## YORK COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

### **CALL TO ORDER**

Linda Reviea, Chair, called the regular meeting of the York County Public Library Board of Trustees to order at 5:05 p.m. on Thursday, December 8, 2022.

### **ATTENDANCE**

The following members of the Board of Trustees were in attendance: Linda Reviea, Melissa McGill, Michelle Wind, and Kevin Smith, Library Director. Absent: Pam Franz, Cynthia Colonna.

### **CITIZEN COMMENTS**

### **MINUTES**

The minutes from the November 10, 2022 meeting were read. Ms. Wind made the motion to approve the minutes as amended, motion carried.

### **LIBRARY DIRECTOR'S REPORT**

Mr. Smith informed the Board of the following:

#### Budget

FY24 Requested Budget includes a request for additional full-time Librarian I position.

#### Operations & Facilities

Yorktown Library: December completion, opening late January/early February.

Yorktown Dedication Ceremony, Dec. 20, 3:30 p.m.

New Youth Services Library Assistant, Michelle Morales.

Holiday Closings: Christmas Dec. 23-26; New Year's Dec. 30, Jan. 1-2  
Open Dec. 31.

Exploring the idea of replacing Tabb gas fireplace logs with electric logs.

New Teen Program Permission Form.

“Story Time Teachers” Dreama Croft, Sr. Library Assistant and Magda Roitz, Library Assistant both retiring in December.

Programs and Event

Spanish-English Bilingual Story Time, First Monday of the month.

Science Saturday-Grossology, Poop, Dec. 10.

County Down to Christmas Story Time, Dec. 11.

Holiday Wrapping Party with Hallmark Movie “Christmas on My Mind”, Dec. 13

Dementia Conversations by Alzheimer Association, Dec. 13.

Holiday Concert-Lana Pucket & Kim Person, Dec. 18.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**OLD BUSINESS**

**YORK COUNTY REPORT**

An Enchanted Evening on Main Street, Dec. 9.

Mistletoe Market, Dec. 10.

**TRUSTEE COMMENTS/REPORT**

**ADJOURN**

There being no further business Ms. McGill made a motion to adjourn. The meeting adjourned at 6:05 p.m.

The next regularly scheduled meeting is Thursday, January 12, 2023, 5:00 p.m., at the Tabb Library.

Linda Reviea, Chair

*Prepared by: Kevin Smith, Library Director*