

**MINUTES**  
**North End Huntington Heights**  
**Architectural Review Board**  
**Thursday, June 1, 2023**  
**Mayor's Office Conference Room - 10<sup>th</sup> floor of City Hall**  
**2400 Washington Avenue Newport News, VA 23607**  
**6:00 P.M.**

**In attendance:**

**Board Members:** Mary Kayaselcuk, Drew Velkey, Roy Stubbs, Linda Bordeaux, Akshar Patel

**Staff:** Carolyn Poissant, Celeste Lodiong

**Applicants/public:**

Greta Siwiec & Glenn Woodell of G2 Properties, LLC re 5114 Huntington Avenue

Liz Paiva of Frank & Shapiro Realtors re 318 53<sup>rd</sup> St

Bruce Crocker re 330 63<sup>rd</sup> Street

Eddie Brown re 339 60<sup>th</sup> Street

Glenn Norcutt - 340 61<sup>st</sup> Street

Ryan Mellon - 11712 Jefferson Avenue, NN 23606

Robin Stippich - 317 55<sup>th</sup> Street

I. Call to Order - the Chair called the meeting to order at 6:02 PM

The board members and staff introduced themselves to those in attendance.

A. Approval of Minutes of March 2023 meeting

*Motion: I hereby recommend approval of the minutes of March 2, 2023 as submitted.*

*Motion by: Velkey Second: Patel Vote: 5 - 0 MOTION APPROVED*

II. New Business (Action Items)

A. COANE-2023-0004 5114 Huntington Avenue

Applicants & Owners: G2 Properties LLC (Greta Siwiec and Glenn Woodell)

Ms. Poissant indicated the application concerns an existing multiple-family residence which was constructed as such. She explained that the entire district is zoned for single-family uses although there are several existing multiple-family buildings that were either constructed as such or became so prior to the city's comprehensive rezoning and adoption of the historic district ordinance. Those multiple-family uses may continue but may not be expanded in terms of number of units. The Codes Compliance department is charged with monitoring use types and does so by monitoring building permit applications and lease agreements. Ms. Siwiec provided some of her background and described the work to be performed. She indicated the color of the shingles is charcoal and the gutters will be a ruddy brown to tie into the existing brick work. Ms. Poissant indicated that gutters do not require a COA in this case.

1) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0004 at 5114 Huntington Avenue for the replacement of existing asbestos roofing shingles with architectural shingles as submitted with the application.*

*Motion by: Velkey Second: Stubbs Vote: 5-0 MOTION APPROVED*

Ms. Siwiec indicated the windows will be a combination of vinyl and composite due to the depth of the fenestrations. The window color will match the historic color as found on original windows in the basement. Mr. Velkey explained that the muntins may be either exterior or interior, with exterior being preferable due to the shadow line. She also noted that the upper level accent window will have a diamond pattern in keeping with the Tudor style. They are keeping the original sunroom wood windows. There are five residential units in the building.

- 2) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0004 at 5114 Huntington Avenue for the replacement of existing windows to match the historic style of windows as submitted with the application.*  
*Motion by: Velkey Second: Stubbs Vote: 5-0 MOTION APPROVED*

Other restoration work was discussed. Mr. Velkey suggested to the applicant to make sure the appropriate mortar mix be used to avoid excessive leaching into the historic brick work, which is more porous than modern brick. Ms. Siwiec indicated that only this building and the building at 5201 Huntington were originally built as apartments. There was discussion about how to educate people as to how to restore these homes and avoid chopping them up into apartments. Ms. Poissant indicated that the city is in the process of updating the comprehensive plan and that historic preservation is an important part. Ms. Poissant presented the front door and lighting application materials. Ms. Siwiec explained that the front door was originally a set of French doors and was replaced by the previous manager, but that they prefer a single door for security reasons. The structure has a mixture of Tudor and Craftsman style features. It was also mentioned that this was a Sears kit home.

- 3) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0004 at 5114 Huntington Avenue for replacement of the front door as submitted with the application.*  
*Motion by: Stubbs Second: Patel Vote: 5-0 MOTION APPROVED*

Ms. Siwiec described the lighting fixture placement and that the secondary lighting fixture style fits in with the nautical context of the area.

- 4) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0004 at 5114 Huntington Avenue for the installation of exterior light fixtures as submitted with the application.*  
*Motion by: Bordeaux Second: Stubbs Vote: 5-0 MOTION APPROVED*

There was discussion about the 42" ht metal A/C screen fencing, which the board concurred was acceptable to be administratively approved. There was discussion about the 6-ft ht rear yard privacy fence and how it should be stepped down to 4-ft ht at the setback line. There was also discussion about the need to stabilize the carriage house. Ms. Siwiec indicated it will only be used for storage.

5) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0004 at 5114 Huntington Avenue for the installation of a 6-ft ht wood privacy fence as submitted with the application.*

*Motion by: Velkey Second: Bordeaux Vote: 5-0 MOTION APPROVED*

B. COANE-2023-0005 339 60<sup>th</sup> Street  
Applicants & Owners: Laura Carle and Eddie Brown

Ms. Poissant explained the circumstances leading up to the application where the owner indicated they would just replace pickets in the fence to avoid needing a permit, however, the type of fence installed was tagged by Codes as requiring a permit. It is a fully opaque fence and not the same as the open picket style, therefore ARB approval is needed. Mr. Brown indicated that they get a lot of foot traffic and have small dogs so the solid fence is needed.

*Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2022-0005 for the installation of 4-ft ht decorative privacy fencing as submitted with the application (as constructed).*

*Motion by: Velkey Second: Stubbs Vote: 5-0 MOTION APPROVED*

C. COANE-2023-0006 330 63<sup>rd</sup> Street  
Applicant & Owner: Bruce Crocker

Ms. Poissant presented the application materials. The applicant explained that a fire broke out in the upstairs bedroom and affected the entire house and the fire suppression caused a lot of water damage. He also explained that contracting the work has been very difficult. The windows are the original wood windows but the cords are broken. He would like to replace them with good quality vinyl windows. He requested a 6:6 configuration for the entire house. There was considerable discussion about window style and that the character of the Dutch Colonial is 6:1. The vinyl windows will be double-pane with no storm windows.

1) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0006 for the installation of replacement vinyl windows (revised) with 6:1 muntin pattern for entire house.*

*Motion by: Velkey Second: Bordeaux Vote: 5-0 MOTION APPROVED*

Ms. Poissant described the request to replace the existing flat metal roof, which is leaking, with a hip roof and no railing. There was discussion about whether or not the railing was architecturally significant. Mr. Crocker indicated that several houses in the district have hip roofs without railings. Mr. Patel asked if the 4:12 roof would hit the existing windows. Mr. Crocker said the roofer indicated there was adequate space for the hip roof. Mr. Velkey indicated that a hip roof is probably more appropriate over an enclosed porch as it was completed in the 1970s before the district was formed.

2) *Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0006 (#2) for the installation of a replacement roof over the porch as submitted with the application.*

*Motion by: Velkey Second: Bordeaux Vote: 5-0 MOTION APPROVED*

D. COANE-2023-0007 318 53<sup>rd</sup> Street  
Applicant & Owner: JENNINGS FAMILY INVESTMENTS I LLC

The applicant indicated they had hoped to replace the slate, but it is leaking severely and repairing the slate would be too costly. The front porch roof will remain. The shingles will match the porch roof color, which is a dark grey.

Motion: I hereby recommend approval of the issuance of a Certificate of Appropriateness for COANE-2023-0007 for the replacement of existing slate tile roofing with GAF shingles as submitted with the application.

Motion by: Velkey Second: Bordeaux Vote: 5-0 MOTION APPROVED

III. Other Business / Updates

Ms. Poissant suggested that the board consider a future amendment that allows the board to resolve emergency repair issues more quickly.

III. Adjournment