



PUBLIC NOTICE WILLIAMSBURG CITY COUNCIL

The Williamsburg City Council will hold a public hearing on Thursday, March 9, 2023, at 2:00 p.m. in the Council Chambers of the Stryker Center, 412 North Boundary Street, to consider the following:

PCR#23-001: The City of Williamsburg, on behalf the Architectural Review Board, has submitted the updated Design Review Guidelines for the Architectural Preservation Districts (AP-1, AP-2, AP-3), and the Corridor Protection Districts (CP Districts). These guidelines communicate the established rules and processes for exterior architectural changes in the City. The updated guidelines identify a period of significance for each neighborhood within an AP and CP District and identify structures as contributing and non-contributing. The updated Guidelines have increased the color palette for residential properties and the availability of colors for business signs. To review the proposed revisions, visit <https://www.williamsburgva.gov/499/drgupdate>

Additional information is available at www.williamsburgva.gov/publicnotice or the Planning Department (757) 220-6130, 401 Lafayette Street. Interested citizens are invited to attend these hearings and present their comments to the City Council.

If you are disabled and need an accommodation to participate in these public hearings, please call the Planning Department at (757) 220-6130, (TTY) 220-6108, no later than noon, Wednesday, March 8, 2023.

Andrew O. Trivette
Clerk of Council



CITY OF WILLIAMSBURG

MEMORANDUM

**PCR#23-001
STAFF REPORT #1**

TO: City Council

DATE: February 17, 2023

**SUBJECT: PCR#23-001
Update of the City of Williamsburg Design Review Guidelines**

The purpose of the Design Review Guidelines is to communicate the established rules and processes for architectural changes in the City of Williamsburg within Architecture Preservation (AP-1, AP-2, and AP-3), and Corridor Protection (CP) districts. The guidelines are compatible with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and follow the precedent set by the State and other communities which use the same standards as the basis for preservation programs and local design review guidelines. The current guidelines were adopted by the City Council on October 10, 2013.

This update process began in February 2020 with a work session between the City Council and the Architectural Review Board (ARB) to discuss any areas of concern and opportunities for improvement. The ARB held a public hearing in March 2020 to consider citizen concerns and expectations for the Handbook update. Due to the COVID-19 pandemic, scheduled meetings were canceled between April 2020 - August 2020. Meetings resumed and were held over the next year to discuss proposed revisions for each chapter.

A work session between City Council and the ARB was held in October 2022 where Staff and Board members informed Council of the major revisions. On December 12, 2022 the ARB held two identical workshops to review and explain the revisions made to the Design Guidelines. While citizens asked questions and provided feedback during the workshops, a public hearing was also held on the same day to formally gather citizen comments. Individual post cards were mailed to every property within an AP and CP district inviting them to the workshop(s) and public hearing. A link was also provided to view the draft document on-line.

The following comments were received during the ARB public hearing:

1. Provide a list of alternative materials (exterior surfaces and windows) that have been approved in the past.
2. Provide options for window materials.
3. Appreciate the work of the Architectural Review Board.

ARCHITECTURAL REVIEW BOARD RECOMMENDATION

At their public hearing on December 12, 2022, the Board recommended approval of the updated Design Review Guidelines.

PLANNING COMMISSION

The Planning Commission held a public hearing to consider citizen input regarding this matter on January 18, 2023. Three people spoke and provided the following input:

1. Consider giving more attention to energy saving materials, equipment, etc.
2. Citizen asked what she would be able to do at home as a non-contributing structure.
3. Requests that a list of all structures in the AP districts, and a list of historic structures in the CP district be included in the Guidelines.

The Planning Commission tabled a vote on this matter at their January 18th meeting upon request by Staff.

During the update process it was recognized that historic structures in the CP district do not require ARB review prior to demolition. Staff planned to present a request for a zoning text amendment at the February 15, 2023 meeting to require ARB review of historic structures in the CP. The goal was to incorporate this revision into the update and amend the Zoning Ordinance simultaneously to allow review by the ARB for demolition of historic structures to be in effect if and when the Guidelines were approved by City Council.

However, more time is needed to conduct research on this matter. The ARB will continue research and Staff will prepare an amendment at a later date. The updated Guidelines are an improvement to the current Guidelines, providing more flexibility in colors, materials, and design. It is important that this application move forward to the City Council.

The Planning Commission agreed with the importance of advancing the request, and voted, 6-0, to recommend approval of the updated Design Review Guidelines.

STAFF RECOMMENDATION

Staff recommends approval of the update to the Design Review Guidelines.



Tevya W. Griffin, AICP
Director
Planning & Codes Compliance