



**Planning Office**

## **Agenda**

**7:00 p.m. – Wednesday, December 10, 2025**  
**Development Services Building Room 107 A\***  
**5 County Complex Court**  
**Prince William, Virginia 22192**

**\*Note: Same Building; Different Room**

1. Call to Order
2. Roll Call/Quorum
3. Procedural Matters – Approve Request to Participate Remotely Through Electronic Communication Means (If Needed)
4. Approval of Agenda
5. Approval of November 12, 2025, Brief and Resolutions
6. Citizens' & Visitors' Time
7. Staff Time  
National Register Refresher
8. Members' Time/Announcements
9. Chairman's Time
10. Vice Chairman's Time
11. Old Business  
Promo Stickers
12. New Business
13. Next Meeting and Adjournment

# **Brief & Resolutions November 2025**

**Architectural Review Board**

**BRIEF**

**Development Services Building**  
**Conference Room 107 A**

**November 12, 2025**  
**Regular Meeting**

**In Attendance**

Members Landrum, Long, Nasir, Washington  
Eric Griffiths – Heritage Resources Specialist; Toni Brzyski – Board Secretary; Justin Patton – County Archaeologist; Rob Orrison and David Breedin – Department of Parks, Recreation & Tourism

**Call to Order**

**7:10 p.m.**

**Quorum present**

RES 25-016

**Approve the agenda for the November 12, 2025, meeting as presented – APPROVED - MOTION CARRIED** [VOTING RECORD: Motion Long, Washington; Ayes by acclamation; Nays None; Absent from Vote None; Absent from meeting Garcia, Hill]

RES 25-017

**Approve the October 8, 2025, meeting brief and resolutions as presented – APPROVED - MOTION CARRIED** [VOTING RECORD: Motion Landrum, Washington; Ayes by acclamation; Nays None; Absent from Vote None; Absent from meeting Garcia, Hill]

**Citizens' & Visitors' Time**

None

**Certificate of Appropriateness**

Members reviewed Application for Certificate of Appropriateness, #CRP2026-00033, Ned the Distiller House Roof Replacement

Eric Griffiths provided details about the application using a PowerPoint presentation.

Members asked a number of questions including roofing materials and whether they are fire resistant, vent pipes, gutters, and possible replacement of the porch roof. The applicant, represented by Rob Orrison and David Breedin of the Department of Parks, Recreation & Tourism provided answers.

Following discussion, the questions that were raised resulted in adding some conditions to the approval of the application.

RES 25-018

**Approve the Application for a Certificate of Appropriateness, #CRP2026-00033, Ned the Distiller House Roof Replacement, subject to the conditions included in the resolution and authorize the Planning Director to sign the Certificate of Appropriateness application for final approval - APPROVED - MOTION CARRIED** [VOTING RECORD: Motion Landrum, Long; Ayes Landrum, Long, Nasir, Washington; Nays none; Absent from Vote None; Absent from Meeting Garica, Hill]

**Staff Time**

Chairman Landrum asked about the Williams-Dawe House. Rob Orrison reported that the historic structures report is complete, the project is moving forward toward restoration work and looking for funding through the CIP process.

Eric Griffiths provided updates including:

An out of cycle request to the Board of County Supervisors is planned for November 18, 2025, Board meeting to fund the Desing Guidelines for the Thoroughfare Historic Overlay District. Discussion followed about members contacting their Supervisors and/or speaking at the Board meeting in support of the funding.

A kickoff Meeting, with emphasis on Community input, is scheduled for the Vint Hill Corridor Small Area Plan on November 17, 2025, at 6:00 p.m. at Patriot High School.

There is a CLG Workshop this Friday in Stafford for those who are interested/available.

**Members' Time/  
Announcements**

Beth Long distributed a mock-up sticker for possible use as a promotional product for supporting historic preservation. Discussion followed.

Frank Washington talked about a house he's working on in Thoroughfare, 6500 Beverly Road, built in 1877, (part of the Cloverland Plantation) and wondered how it might fit in the historic overlay district as he would like to preserve it. Eric Griffiths said he might be able to help with this.

**Chairman's Time**      No Report

**Vice Chairman's Time**      No Report

**Old Business**      None

**New Business**      None

**Next Meeting**      It was determined that the next Architectural Review Board meeting will be held at 7:00 p.m. on Wednesday, December 10, 2025.

**Adjournment**      **8:40 p.m.**

**ARCHITECTURAL REVIEW BOARD RESOLUTION**

**MOTION: LONG**

**November 12, 2025  
Regular Meeting  
Res. No. 25-016**

**SECOND: WASHINGTON**

**RE: APPROVE THE AGENDA FOR THE NOVEMBER 12, 2025, MEETING AS PRESENTED**

**ACTION: APPROVED**

**WHEREAS**, the Prince William County Architectural Review Board considered the agenda presented at its November 12, 2025, meeting; and

**WHEREAS**, the Architectural Review Board provided no changes;

**NOW, THEREFORE, BE IT RESOLVED**, that the Prince William County Architectural Review Board does hereby approve the agenda for its November 12, 2025, meeting as presented.

**Votes:**

**Ayes:** by acclamation

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** Garcia, Hill

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_  
**Secretary to the Board**



## ARCHITECTURAL REVIEW BOARD RESOLUTION

**MOTION: LANDRUM**

**November 12, 2025**

**SECOND: LONG**

**Regular Meeting**

**Res. No. 25-018**

**RE: APPROVE THE APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS, #CRP2026-00033, NED THE DISTILLER HOUSE ROOF REPLACEMENT, SUBJECT TO THE CONDITIONS INCLUDED BELOW AND AUTHORIZE THE PLANNING DIRECTOR TO SIGN THE CERTIFICATE OF APPROPRIATENESS APPLICATION FOR FINAL APPROVAL**

**ACTION: APPROVED**

**WHEREAS**, in 1981 the Prince William Board of County Supervisors established the Architectural Review Board (ARB) to advise and assist in efforts to preserve and protect cultural resources and to administer sections of the zoning ordinance relating to historic districts; and

**WHEREAS**, one of the duties of the ARB is to review and render a decision on certificate of appropriateness applications within the Buckland Historic Overlay District and to advise the Planning Director of its decision; and

**WHEREAS**, an application for a certificate of appropriateness was accepted as received on October 13, 2025, Roof Replacement at 16210 Lee Highway, which is within the Buckland Historic Overlay District; and

**WHEREAS**, the work includes removing and replacing the existing roof and removing, replacing, installing, painting and reinstalling as necessary gutters, downspouts, flashing, plumbing vents, etc.; and

**WHEREAS**, the ARB is authorized to approve, with or without modifications, or deny the application for a certificate of appropriateness; and

**WHEREAS**, the ARB included the following conditions;

1. Paint roof PVC vent pipes matte black to better match the color of the roof.
2. Any required gutter to be replaced will be replaced with copper half round gutters and downspouts.
3. The ARB has no objections to the use of fire-resistant treated shingles, if chosen to be used, provided the shingles match the texture and look of the original roof.
4. After cleaning, the standing seam porch roof replacement, if required, will be standing seam copper.

**WHEREAS**, the ARB has evaluated the applicant's proposed work, as depicted on the materials submitted with the application and at today's meeting; and

**WHEREAS**, the ARB has evaluated the proposed exterior alterations against Sec. 32-502.05 Historic Overlay District Regulations of the Zoning Ordinance, *The Secretary of the Interior's Standards for Rehabilitation*, and Prince William County's Historic Overlay Districts Design Review Guidelines; and

**WHEREAS**, the ARB recommends the application be approved with the subject conditions;

**NOW, THEREFORE, BE IT RESOLVED**, that Prince William County Architectural Review Board does hereby approve the Application for a Certificate of Appropriateness, #CRP2026-00033, Ned the Distiller House Roof Replacement, subject to the conditions included above and authorize the Planning Director to sign the Certificate of Appropriateness application for final approval.

**Votes:**

**Ayes:** Landrum, Long, Nasir, Washington

**Nays:** None

**Absent from Vote:** None

**Absent from Meeting:** Garcia, Hill

**MOTION CARRIED**

**ATTEST:** \_\_\_\_\_  
**Secretary to the Board**