

**Beauregard Design Advisory Committee (BDAC) – Meeting Summary**  
September 27, 2021  
7:00 p.m.  
Virtual Meeting

**Committee Members in Attendance:**

Pete Benavage, Chair  
Donna Fossum, Vice-Chair  
Fatimah Mateen  
Bud Jackson  
Christine Hoeffner  
Jill Phaneuf  
Gus Ardura  
Abed Benzina

**City Staff:**

Maya Contreras, Principal Planner, P&Z  
Bill Cook, Urban Planner, P&Z

**Agenda Items:**

1. Call To Order (5 Minutes)
2. Overview (10 Minutes)
  - a. Introduction of New Members
  - b. Review and approval of June 21, 2021 meeting notes
3. BDAC By-Laws Approval (15 Minutes)
4. Staff updates (10 Minutes)
  - a. Upcoming items for public hearings
  - b. Construction updates
5. Motion to Adjourn

*Meeting presentations, materials, and recordings are archived on the BDAC webpage at:*  
<https://www.alexandriava.gov/74981>

Due to the COVID-19 Pandemic emergency, the 7:00 p.m. September 27, 2021 meeting of the Beauregard Design Advisory Committee is being held electronically pursuant to Virginia Code Section 2.2-3708.2(A)(3), the Continuity of Government ordinance adopted by the City Council on June 20, 2020 to undertake essential business. All of the members of the Board, staff, and applicant team are participating from remote locations through a Zoom Meeting. The meeting can be accessed by the public through the [Beauregard Design Advisory Committee website](#) or calling into the meeting. Please see the BDAC website for links and phone numbers to access the Zoom Meeting. A video recording of the meeting will be available online after the meeting. Public Comment will be received at the meeting during the public comment period or comments can be emailed to staff by emailing [william.cook@alexandriava.gov](mailto:william.cook@alexandriava.gov). For reasonable disability accommodation, contact [Jackie.Cato@alexandriava.gov](mailto:Jackie.Cato@alexandriava.gov) or 703.746.3810, Virginia Relay 711.

**Call to Order:**

Mr. Benavage called the meeting to order. Mr. Cook read the virtual meetings statement and called the roll. Eight (8) members present. Mrs. Griglione was not present. The Chair noted her term expires November 12, 2021, and then noted new members Gus Ardura, who has served on BDAC in the past, and Jill Phaneuf.

The Chair requested a motion to continue virtual meetings pursuant to City policy. Vice-Chair Fossum offered a motion, seconded by Mr. Benzina. In response to Mr. Jackson's question, there was discussion of the current status of virtual meetings in the City. Ms. Contreras noted that guidance from the City attorney was that the City would return to in-person meetings next month, although some board and commission meetings were being held in-person, or as "hybrid" meetings, but with an in-person quorum, and justification required for other members to attend virtually. Contreras noted that this meeting had no development applications, but that future meetings with review of such applications would be held in-person, preferably in a location somewhere within the West End. Motion carried, all were in favor. (8-0-0)

**New Members:**

New members Ms. Phaneuf and Mr. Ardura introduced themselves. Staff clarified the committee appointee roles and vacant positions available.

**Approval of June 21, 2021 Minutes:**

The summary of the June 21, 2021 meeting was distributed in advance for committee review. Comments submitted to staff via email were noted. Mr. Jackson moved to approve, Ms. Fossum seconded, all were in favor. (8-0-0)

**BDAC By-laws Approval :**

Mr. Cook explained that the City Clerk's office was requesting bylaws for all boards and commissions. Planning and Zoning currently has a similar document format for all design review boards and committees. The document summarizes the review authority, guiding documents, and project submission and review procedures, including appropriate references to City Code and the Zoning Ordinance.

Ms. Fossum had several concerns with the document, needing clarification on the intent of it to be bylaws, or procedures. Staff noted a November 1 deadline to submit adopted bylaws to the City Clerk. In response to Mr. Jackson's question, Ms. Contreras stated the bylaws could be adopted then amended at a later date. She further clarified that the procedural rules were set by City Code. Ms. Fossum noted that the current document draft had no information regarding how bylaws are amended, and that the document needed to more accurately state its purpose. Ms. Fossum offered a motion, seconded by Ms. Phaneuf, to approve the draft form of the document in concept, and appoint a member of the Committee to work with staff to ensure the document conforms to proper form. Following discussion, Ms. Fossum volunteered for this role. Motion passed, (8-0-0)

**Project Updates:**

Ms. Conteras gave an overview presentation and status update of projects and potential future projects in the area.

<ul style="list-style-type: none"><li>• West End Transitway</li><li>• Southern Towers transit facility</li><li>• “Ellipse” analysis RFP</li><li>• New city health department &amp; other functions</li><li>• Upland Park</li><li>• Park + Ford office building conversion</li></ul>	<ul style="list-style-type: none"><li>• 4900 Seminary Rd conversion from office to residential</li><li>• IDA pad site</li><li>• Hilton pad site</li><li>• Newport Village</li><li>• The Blake</li><li>• Benchmark Senior Living</li></ul>
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She described the Southern Towers Transit Facility, in response to Mr. Ardura’s question. The Chair asked for clarification whether the IDA and Hilton sites (within CDD#4) were subject to design review. CDD#4 was not included as part of BDAC review, but there were conditions stating that projects coming forward on those projects would be subject to design review. Staff would follow up with Mr. Jackson, who had several questions regarding the status and extent of the fence between the Adams neighborhood and The Blake.

Mr. Jackson wanted it noted for the record that that he had contacted staff regarding enforcement of development conditions pertaining to construction worker parking for The Blake. There had been workers parking in the adjacent neighborhood and not on-site. Monday Properties agreed to remedy the situation but it had not yet been resolved.

**Public Comment**

Judy Davis, a board member and new resident of Seminary Heights, stated that the new fence should extend and continue between the neighborhood and The Blake. Betsy Faga noted she was a Church of the Resurrection member and on the Affordable Housing Advisory Committee (AHAC) and joined the meeting to keep up to date on development activity.

**Adjourn**

The meeting was adjourned at 8:18 PM.