



**Minutes**  
**Architectural Review Board**  
May 11, 2020  
Electronic Meeting

**Members Present**

Carthon Davis III, Chair  
Karen Irvin, Vice Chair  
Jonathan Gerlach  
Adriana Moss  
Susan Pates  
Sabina Weitzman

**Members Absent**

James Whitman

**Staff**

Kate Schwartz

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Chairman Davis called the Architectural Review Board meeting to order at 5:00 p.m.

**OPENING REMARKS**

Chairman Davis stated that the meeting was being held electronically through the “GoTo Meeting” application, pursuant to City Council Ordinance 20-05, An Ordinance to Address Continuity of City Government during the Pendency of a Pandemic Disaster. The members participating were Carthon Davis, Karen Irvin, Jon Gerlach, Adriana Moss, Susan Pates, and Sabina Weitzman. Members of the public have been invited to access this meeting by public access television Cox Channel 84, Verizon Channel 42, online at [www.regionalwebtv.com](http://www.regionalwebtv.com), or on Facebook Live at [www.facebook.com/FXBGgov](http://www.facebook.com/FXBGgov).

Chairman Davis noted that a quorum was present, and asked if public notice requirements had been met. Ms. Schwartz confirmed that they had.

**APPROVAL OF AGENDA**

Mr. Gerlach motioned to approve the agenda as written. Ms. Irvin seconded. The motion carried 6-0.

Mr. Gerlach made a motion to approve Resolution 20-01 adopting procedures for electronic public meetings. Ms. Weitzman seconded. The motion carried 6-0.

**APPROVAL OF MINUTES**

Chairman Davis asked if there were any changes or additions to the minutes of the regular meeting dated March 9, 2020. Ms. Weitzman motioned to approve the minutes as written. Ms. Moss seconded. The motion carried 6-0.

**DISCLOSURE OF EX PARTE COMMUNICATIONS**

Chairman Davis asked if any Board member had engaged in any *ex parte* communication on any item before the Board. No Board members had any *ex parte* communication to report.

**DISCLOSURE OF CONFLICTS OF INTEREST**

Chairman Davis asked if any Board member had a conflict of interest for any item before the Board. No Board members had any conflicts of interest to report.

**CONSENT AGENDA**

- i. COA 2020-20 – 1305 Prince Edward Street – Handrail Installation
- ii. COA 2020-22 – 301 Charles Street – Fence
- iii. COA 2020-23 – 224 Princess Anne Street – Fence

Ms. Weitzman made a motion to approve the consent agenda as submitted. Ms. Moss seconded. The motion carried 6-0.

**GENERAL PUBLIC COMMENT**

Public comments for an electronic meeting may be submitted in one of the following ways: (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, or (3) email to [ksschwartz@fredericksburgva.gov](mailto:ksschwartz@fredericksburgva.gov). Comments received before 4:00 p.m. on June 8, 2020 will be read into the record at the meeting. Comments must include your name and address, including zip code, be limited to 5 minutes or less (read aloud), and address a topic of ARB business. Public comments will not be accepted on video feeds during the meeting.

No public comments were received.

**OTHER BUSINESS**

**A. Pre-application Discussion: 202 Frederick Street**

Melissa Colombo presented a design for construction of an addition at the rear of 202 Frederick Street and several alterations to the primary structure. Board members discussed the need to differentiate windows that are repurposed from those that are original and in their original locations. In general, Board members agreed that the contemporary design of the addition did not relate enough to the primary structure. An effort should be made to incorporate more details from the original into the new design.

**B. Pre-application Discussion: 525 Caroline Street**

Property owners Van Perroy and Steve DeFalco presented a design for construction of large-scale side and rear additions to the Fredericksburg Square building at 525 Caroline Street. Board members discussed the demolition of the existing rear addition, noting that additional information would need to be provided about its history to determine if removal was appropriate. Board members voiced concerns about the overall scale and massing of the proposed additions and their potential to impact the many small-scale neighboring properties. The Board asked the applicant to provide additional information prior to the public hearing, including a shadow study, views from the train station platform, and more detail in the rendered views from Wolfe and Sophia Streets.

**STAFF UPDATE**

Ms. Schwartz provided an update on the archaeology ordinance that was scheduled to go into effect on July 1, 2020. Due to revenue shortfalls as a result of the COVID-19 pandemic, the funding that was included in the budget for on-call consulting services and other program needs was eliminated. Implementation of the ordinance has been pushed back one year, to July 1, 2021.

**ADJOURNMENT**

Chairman Davis adjourned the meeting at 6:35 p.m.

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Carthon Davis III, Chair