



**Minutes**  
**Architectural Review Board**  
September 14, 2020  
Electronic Meeting and Council Chambers, City Hall

**Members Present**

Carthon Davis III, Chair  
Karen Irvin, Vice Chair (electronic)  
Adriana Moss  
Susan Pates (electronic)  
Sabina Weitzman  
James Whitman

**Members Absent**

Jonathan Gerlach

**Staff**

Kate Schwartz

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Chairman Davis called the Architectural Review Board meeting to order at 7:00 p.m.

**OPENING REMARKS**

Chairman Davis stated that the meeting was being held both in person and 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, Adriana Moss, Susan Pates, Sabina Weitzman, and James Whitman. 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 determined that a quorum of 6 members was present, and asked if public notice requirements had been met. Ms. Schwartz confirmed that they had.

**APPROVAL OF AGENDA**

Mr. Whitman motioned to approve the agenda 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 member had a conflict of interest to report.

**CONSENT AGENDA**

- A. COA 2020-37 – 600 Caroline Street – Sign Installation
- B. COA 2020-39 – 411 Lafayette Boulevard – Sign Installation
- C. COA 2020-43 – 207 Princess Elizabeth Street – Fence Installation and Minor Alterations
- D. COA 2020-44 – 110 Caroline Street – Shutter Installation
- E. COA 2020-47 – 909 Sophia Street – Handrail Installation

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

## **PUBLIC HEARING**

### Continued Applications

- A. COA 2020-02 – 303 Fauquier Street – Krystopher Scott requests approval for the installation of signs and the construction of accessory structures, including a stage and a bar, in the rear yard of this commercial property.

The applicant was not present. No additional public comments were received.

Ms. Weitzman made a motion to approve the signs on condition that the banner sign is removed, as recommended by staff. Ms. Irvin seconded. The motion carried 6-0.

Ms. Moss made a motion to deny the retention of accessory structures because they do not meet the standards of the City Code, as recommended by staff, citing standard 9. Ms. Weitzman seconded. The motion carried 6-0.

- B. COA 2020-05 – 203 Ford Street – Ed Whelan requests to modify the certificate of appropriateness approved in July 2020 for alterations to the exterior of the Washington Woolen Mills building by shifting the location of the rooftop additions.

The applicant, Ed Whelan, was present. No additional public comments were received.

Ms. Weitzman made a motion to approve the request in accordance with the staff recommendation, requiring verification of the lighting and dumpster enclosure details with staff. Ms. Moss seconded. The motion carried 6-0.

- C. COA 2020-34 – 801 Sophia Street – Raymond Nelson, Jr., on behalf of Shiloh Baptist Church Old Site, requests approval to install protective glass coverings over ten stained glass windows on the front and side elevations of the church.

The applicant was not present. No additional public comments were received.

Mr. Whitman motioned to approve the application in accordance with the staff recommendation, that the coverings not extend beyond the wall face and any divisions in the glass would match the window beneath. Ms. Moss seconded. The motion carried 6-0.

- D. COA 2020-35 – 100 Frederick Street – David Fraser requests to convert one window on the west side elevation of this residence to a solid wood door.

The applicant, David Fraser, was present. No additional public comments were received.

Ms. Weitzman motioned to approve the application as submitted, but with the staff recommendation to retain any removed brick and the window on site. Ms. Irvin seconded. The motion carried 6-0.

- E. COA 2020-21 – 525 Caroline Street – Van Perroy requests to modify the certificate of appropriateness approved in July 2020 for the site planning, scale, and massing of new additions to

be constructed at the side and rear of the Fredericksburg Square building. The modification would allow for the option to construct another three-story addition on the north side of the building.

One of the project partners, Steve DeFalco, was present to represent the application. Van Perroy and the architect, Lee Shadbolt, also attended electronically. No additional public comments were received.

Ms. Irvin said she was in agreement with the staff recommendation to require either the north side addition or a reduction in the rear addition height.

Ms. Moss confirmed with the architect that the existing dormers would be protected during construction of the rooftop balconies.

Ms. Pates said her opposition to the project was unchanged. Ms. Weitzman said she had reservations about the project because of the impact to the original building. She said the design was sympathetic to the building, but that the scale and mass was too big and she could not support it.

Mr. Whitman and Chairman Davis said they agreed with the staff recommendations. Mr. Davis additionally noted that the project achieved important goals for the City, including filling in gaps in the streetscape.

Mr. Whitman motioned to approve the application in accordance with the staff recommendation, which requires construction of the north addition and requires that rooftop balconies to only be located behind the solid parapet wall. Ms. Irvin seconded. The motion carried 4-2 with Ms. Pates and Ms. Weitzman against.

- F. COA 2020-27 – 1408 Sophia Street/1407 Caroline Street – Paul Janney requests approval of the site planning, scale, and massing of a new two-and-one-half-story, single-family residence on this vacant property.

The applicant, Paul Janney, was present.

Ed Sandtner, 132 Caroline Street, provided written comment on behalf of HFFI in support of the revised drawings for the façade. He recommended option D.

Ms. Irvin said she appreciated the changes to create greater visual weight at the center of the façade to align with the gate. Ms. Moss agreed and said she supported the changes to the gables.

Ms. Pates said she was undecided and was concerned about the size in comparison to the neighbors.

Ms. Weitzman asked for clarification on several of the modified details. Mr. Whitman and Chairman Davis said they were in support of the application. Chairman Davis recommended the new façade option C in order to create symmetry. Ms. Weitzman agreed and said using the board and batten on the gable end was most appropriate.

Mr. Whitman motioned to approve the site planning, scale, and massing of the new residence as submitted. Ms. Weitzman seconded. She added that while the overall size was larger than some

neighboring houses, it is compatible given the specific circumstances of the site. The motion carried 6-0.

- G. COA 2020-38 – 107 Amelia Street – Community Property Group, LLC requests to replace the existing Masonite siding at this commercial building with new composite siding.

The applicant was not present.

Ed Sandtner, 132 Caroline, speaking on behalf of HFFI, provided written comment to say that they agreed with the staff recommendation.

Ms. Pates and Ms. Weitzman said they appreciate the investigative approach to evaluate the original siding before making a decision on replacement. Chairman Davis and Ms. Weitzman discussed the proposed replacement material, LP Smartside. Ms. Weitzman said it was a good siding product, thicker than fiber cement, but that it was important to avoid the stamped wood grain finish.

The application will be included on the September 28 agenda for action.

- H. COA 2020-40 – 201 Caroline Street – Karen Hyland requests to replace the existing diamond-patterned asbestos shingle roof on the original portion of this residence with dimensional asphalt shingles and install half-round gutters at the eaves.

The applicant was not present.

Ed Sandtner, 132 Caroline Street, on behalf of HFFI, provided written comment to say that the diamond pattern of the roof should be maintained.

Ms. Irvin and Ms. Moss said they agreed with the staff recommendation in general and that the applicant should further investigate lightweight composite products in an appropriate pattern. Ms. Pates agreed and said the diamond pattern is important to the character of the residence.

Ms. Weitzman said she was sympathetic to the homeowner's challenge. She said going back to the original wood shingles would be a good solution, or finding a new material in the diamond pattern. Using standard asphalt shingles is not appropriate. Mr. Whitman and Mr. Davis agreed. Board members indicated that they could not support the application as submitted.

The application will be included on the September 28 agenda for action.

- I. COA 2020-41 – 203 Princess Elizabeth Street – Lesa and Mike Carter request to construct a one-story detached garage on the west side of this single-family residence.

Architect Melissa Colombo was present to represent the application.

Ed Sandtner, 132 Caroline Street, on behalf of HFFI, provided written comment in support of the application.

Ms. Weitzman said the impacts from this structure were mostly related to the curb cut and driveway materials. She recommended keeping the curb cut minimal and using an alternative driveway material to concrete. Ms. Colombo confirmed that the curb cut was already present and the paving would be minimized.

The application will be included on the September 28 agenda for action.

- J. COA 2020-42 – 905-909 Caroline Street – Thomas Mitchell requests to make alterations to this commercial building, the former Pitts’ Colonial Theater, including replacing the existing marquee with a new metal-framed marquee and enclosing the recessed entry with glass doors.

Architect Melissa Colombo was present to represent the application. She said she discussed the staff recommendation to use frameless doors with the owner and they understand the reasoning.

Ed Sandtner, 132 Caroline Street, on behalf of HFFI, provided written comment to ask if any of the existing structure of the marquee could be incorporated into the new structure.

Ms. Colombo said that if any original elements are discovered, they will attempt to retain them.

Ms. Irvin confirmed that the metal trusses would be painted and discussed the jamb configuration. Ms. Moss confirmed that the sign on the end of the marquee would be fixed, not swinging. Ms. Moss asked where the decorative gates would be in relation to the doors. Ms. Colombo noted that they weren’t attached to the ground and would move to the interior of the lobby.

Ms. Pates and Ms. Weitzman also agreed with the recommendation to use frameless doors. Ms. Weitzman recommended that the ends of the marquee be solid and enclosed.

The application will be included on the September 28 agenda for action.

- K. COA 2020-45 – 1111 Prince Edward Street – Jessica and Chuck Beringer request to make alterations to the existing detached garage at this residential property, including removing one door, creating an opening in the west elevation, and constructing a chimney.

The architect, Charles Aquino, was present electronically.

Ed Sandtner, 132 Caroline Street, on behalf of HFFI, provided written comment in support of the application.

Mr. Aquino said the fencing would match the existing on site and would follow the height limitations in the code.

Ms. Irvin asked what material and finish would be used for the trellis and brackets. Mr. Aquino said it would be painted wood or metal. Some discussion followed about the visibility of the east elevation. Ms. Schwartz said she would follow up with additional information. Ms. Moss noted that vines could be detrimental to a building and to be cautious applying them to the building. She said the trellis on the façade could obscure the stone lintels.

Ms. Weitzman spoke in support of converting an automotive structure into a structure for people and said it was a creative solution.

Mr. Aquino said the trellis would be attached through the mortar and into the new interior wood structure. Chairman Davis and Mr. Whitman spoke in support of the plan. Chairman Davis asked Ms. Schwartz to follow up with fencing and trellis details as well as determining the visibility of the east elevation.

- L. COA 2020-46 – 100 Hanover Street – Thomas Mitchell requests approval of the site planning, scale, and massing of a new, mixed-use, three-and-one-half-story building on this vacant property.

Angelo Phillos and Burt Pinnock of Baskervill Architects were present electronically.

Ed Sandtner, 132 Caroline Street, on behalf of HFFI, provided written comment in support of the application and recommended changes to some of the detailed elements.

Ms. Irvin asked the applicants to provide a rear elevation. Board members discussed a number of recommendations to modify detailed elements, including modifying or reducing the number of dormers, creating a clear hierarchy of windows between floors, and closely evaluating the appearance of proposed siding materials.

Ms. Pates was concerned about the overall size.

Ms. Weitzman noted that the historic precedent photos provided clear guidance and that the simple materials and exposed framing of the balconies had clear precedent. Chairman Davis said the overall site planning, scale, and massing was appropriate.

The architects said they would work on revisions to address the comments discussed. The application will be included on the September 28 agenda for action.

#### **GENERAL PUBLIC COMMENT**

There was no public comment.

#### **STAFF UPDATE**

Ms. Schwartz noted that a discussion of conservation districts would be on the September 28 agenda in addition to the action items carried over from tonight.

#### **ADJOURNMENT**

Chairman Davis adjourned the meeting at 9:01 p.m.



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Carthon Davis III, Chair