



Minutes
Architectural Review Board
January 11, 2021
Electronic Meeting

Members Present

Carthon Davis, III, Chair
Karen Irvin, Vice Chair
Jonathan Gerlach (appointed Chair 2021)
Adriana Moss
Helen P. Ross
Sabina Weitzman

Members Absent

James Whitman

Staff

Kate Schwartz

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 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, Jonathan Gerlach, Karen Irvin, Adriana Moss, Helen P. Ross, 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, or on Facebook Live at 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.

ELECTION OF OFFICERS

Chairman Davis asked for nominees for the chair and vice chair positions. The Board nominated Jonathan Gerlach to serve as chair and Karen Irvin to continue as vice chair. Ms. Irvin made a motion to appoint Mr. Gerlach as chair. Ms. Moss seconded. The motion carried 5-0-1, with Mr. Gerlach abstaining.

Ms. Ross made a motion to appoint Ms. Irvin as vice chair. Ms. Weitzman seconded. The motion carried 5-0-1, with Ms. Irvin abstaining.

APPROVAL OF AGENDA

Mr. Davis made a motion to approve the agenda as written. Ms. Irvin seconded. The motion carried 6-0.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Chairman Gerlach 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* communications to report.

DISCLOSURE OF CONFLICTS OF INTEREST

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

CONSENT AGENDA

- A. COA 2020-71 – 1111 Princess Anne Street – Lighting Installation
- B. COA 2020-72 – 309 William Street – Roof Alteration

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

GENERAL PUBLIC COMMENT

There was no public comment.

STAFF UPDATE

Ms. Schwartz provided an update on the Bankside Trail project and noted that preliminary archaeological survey was underway. She also announced that proposals to provide on-call archaeological services for the City were currently under review and would be in place by the time the archaeological ordinance takes effect in July 2021. She thanked the Board for the comments received on the last draft of the Historic District Handbook and noted that a new draft would be distributed for review in the next month or two.

ADJOURNMENT

Chairman Gerlach adjourned the meeting at 7:15 p.m.

Jonathan Gerlach, Chair