



# Minutes

## Architectural Review Board

December 14, 2020

Electronic Meeting and Council Chambers, City Hall

### Members Present

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

### Members Absent

### 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, Jonathan Gerlach, 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 7 members was present, and asked if public notice requirements had been met. Ms. Schwartz confirmed that they had.

### APPROVAL OF AGENDA

Ms. Moss made a motion to approve the agenda as submitted. Mr. Whitman seconded. The motion carried 7-0.

### REVIEW OF MINUTES OF PREVIOUS MEETINGS

Chairman Davis asked if there were any changes or additions to the minutes submitted. Ms. Irvin noted an error on page 3 of the minutes from September 28, 2020 and corrected the word “application” to “applicant.” Ms. Weitzman made a motion to approve the minutes of the September 28, 2020 supplementary meeting as amended. Mr. Whitman seconded. The motion carried 7-0.

Mr. Gerlach made a motion to approve the minutes from the October 12, 2020 public hearing as written. Ms. Moss seconded. The motion carried 7-0.

Ms. Moss made a motion to approve the minutes from the October 26, 2020 supplementary meeting as written. Ms. Weitzman seconded. The motion carried 7-0.

Ms. Moss made a motion to approve the minutes from the November 9, 2020 public hearing as written. Mr. Whitman seconded. The motion carried 7-0.

#### **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. Mr. Gerlach said that he provided legal services to the property owners of 809 Caroline Street and would not participate in the vote on the consent agenda.

#### **CONSENT AGENDA**

- A. COA 2020-66 – 311 Frederick Street – Sign Installation
- B. COA 2020-70 – 809 Caroline Street – Sign Installation

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

#### **PUBLIC HEARING**

##### New Applications

- A. COA 2020-65 – 1111 Princess Anne Street – David Zijerdi requests to construct a wood pergola in the rear yard of this single-family residence.

The applicant was not present. There was no public comment.

Ms. Weitzman recommended that the applicant consult with an engineer to ensure that the new footings for the pergola will not impact the retaining wall at the property.

All Board members spoke in support of the application and the staff recommendation. The application will be included on the December 21, 2020 meeting agenda for action.

- B. COA 2020-67 – 1110 Sophia Street – Jon Neasham requests to install roof-mounted solar panels at this single-family residence.

The applicant was not present. There was no public comment.

Ms. Irvin requested clarification on the total number of solar panels and the locations as there was some discrepancy between the staff memorandum and the application materials. Ms. Schwartz said she would confirm all the details with the applicant.

All Board members spoke in support of the application. The application will be included on the December 21, 2020 meeting agenda for action.

- C. COA 2020-68 – 907 Princess Anne Street – Sara Poore requests to install a Little Free Library book-sharing box in the garden area adjacent to the Fredericksburg Area Museum on William Street.

Theresa Cramer, Education and Public Programs Director for the Fredericksburg Area Museum, was present along with Brown Riggins, the volunteer planning to construct the project. There was no public comment.

Mr. Gerlach said he was in support of the application and recommended monitoring for archaeological deposits during the installation. Ms. Weitzman commended this use of public space.

All Board members spoke in support of the application, which will be included on the December 21, 2020 meeting agenda for action.

- D. COA 2020-69 – 211 Caroline Street – Cameron and Camille Hill request to modify the previously approved COA for construction of a rear addition by changing the configuration of the side elevations.

Project architect Charles Aquino was present. There was no public comment.

Ms. Irvin requested a revised first floor plan to understand how the plans for the rear yard have changed. Mr. Aquino said he would provide this.

The Board spoke in support of the application, pending the review of additional information. The application will be included on the December 21, 2020 meeting agenda for action.

#### **GENERAL PUBLIC COMMENT**

There was no public comment.

#### **OTHER BUSINESS**

- A. FEMA Flood Maps

Senior Stormwater Manager Tyler Gelles provided a presentation to the ARB reviewing the proposed changes to the FEMA flood maps that will take effect in late 2021. Mr. Gerlach voiced concerns about the maps, noting that multiple flood events in the 20<sup>th</sup> century had impacted Caroline Street. Discussion followed about how the new maps were developed, the potential for lack of flood insurance to lead to poor outcomes for historic buildings, and the potential positive impacts of the new maps on new construction projects.

- B. Historic District Handbook Update

ARB members provided comments on the draft of the Historic District Handbook that was distributed for review. Some specific suggestions were provided to Ms. Schwartz and other Board members noted that they would send comments directly via email. Ms. Schwartz noted that these comments would be incorporated into the next draft, which would be distributed more widely and over a longer period of time in order to solicit comprehensive public feedback.

#### **STAFF UPDATE**

Ms. Schwartz noted that archaeological investigations would be occurring at the Hanover House project site on Sophia and Hanover Streets and along the river for the proposed Bankside Trail during the next few weeks.

**ADJOURNMENT**

Chairman Davis adjourned the meeting at 8:32 p.m.



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Jonathan Gerlach, Chair