



Minutes
Architectural Review Board
March 8, 2021
Electronic Meeting

Members Present

Jonathan Gerlach, Chair
Karen Irvin, Vice Chair
Adriana Moss
Helen P. Ross
Sabina Weitzman
James Whitman

Members Absent

Staff

Kate Schwartz

Chairman Gerlach called the Architectural Review Board meeting to order at 7:01 p.m.

OPENING REMARKS

Chairman Gerlach 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 Jonathan Gerlach, Karen Irvin, Adriana Moss, Helen P. Ross, 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, or on Facebook Live at www.facebook.com/FXBGgov.

Chairman Gerlach 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

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

REVIEW OF MINUTES OF PREVIOUS MEETINGS

Chairman Gerlach asked if there were any changes or additions to the minutes submitted. Ms. Irvin made a motion to approve the minutes of the January 11, 2021 public hearing as written. Ms. Ross seconded. The motion carried 6-0.

Ms. Weitzman made a motion to approve the minutes from the January 25, 2021 supplementary meeting as written. Ms. Ross seconded. The motion carried 6-0.

Chairman Gerlach noted that the minutes of February 8 referenced Chairman Davis rather than Chairman Gerlach in several places and needed to be corrected. Ms. Moss made a motion to approve the minutes from the February 8, 2021 public hearing as amended. Ms. Weitzman seconded. The motion carried 6-0.

Mr. Gerlach noted that the minutes of February 22 also referenced Chairman Davis rather than Chairman Gerlach in several places and needed to be corrected. Ms. Weitzman made a motion to approve the

minutes of the February 22, 2021 supplementary meeting as amended. Ms. Moss 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* communication 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. Ms. Moss noted that she had conducted research on the property at 103 Caroline Street in the past, but that it would not impact her ability to objectively evaluate the application.

CONSENT AGENDA

- A. COA 2021-10 – 907 Caroline Street Suite D – Sign Installation

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

PUBLIC HEARING

New Applications

- A. COA 2021-11 – 103 Caroline Street – Chris and Jordan Hinkebein request approval to construct a two-story addition on the south side of this single-family residence.

Bob Steele, the project architect, was present to represent the application. There were no public comments.

Mr. Steele noted that a number of different additions had been constructed at this residence in the past and it was difficult to determine when each was made. He said the owners would prefer the six-over-six light pattern on the new windows and that the existing windows are all newer replacements. He noted that they would match the existing ogee gutters and downspouts on the new addition.

Ms. Moss noted that the replacement windows could still be considered historic. She said that either window pattern would be appropriate, but noted that thicker muntins might stand out. She asked Mr. Steele to clarify if the window in the bathroom would be frosted and for details on the carport columns. Mr. Steele said an interior storm window with frosted finish would be used and that the columns would be square, clad columns.

Ms. Ross said she thought the six-over-six window pattern was appropriate, but noted that the siding profile or other details could differentiate the new addition. She complimented the design of the open carport.

Ms. Weitzman said she was initially concerned about the size of the addition, but the elevation views show little alteration and the new forms are clearly subordinate to the original residence. She also noted that the modern materials, including fiber cement siding and the windows, will clearly differentiate themselves from the historic.

Mr. Whitman complimented the application and said he was in support of the six-over-six windows and the ogee gutters.

Ms. Irvin noted that the massing was sensitive to the original structure and well-designed. She noted that the new metal roof should be field-crimped and that the shutters should include operable hardware.

Chairman Gerlach said he was in agreement with the rest of the Board and that the fiber cement siding, massing, and new six-over-six windows would clearly differentiate the new construction. He recommended that the owners consider pervious paving, rain barrels, or other methodologies to combat additional runoff from the new construction. He also noted that larger windows could be used on the rear elevation if desired, as this was not within the Board's purview.

The application will be included on the March 22, 2021 meeting agenda for action.

- B. COA 2021-12 – 101 Pitt Street – Thomas Wack requests to make alterations to this single-family residence including removing a non-original chimney and enclosing a courtyard between the house and garage.

Charles Aquino, the project architect, was present to represent the application.

All Board members spoke in support of the application and noted that it meets the standards and guidelines for the Historic District. The application will be included on the March 22, 2021 meeting agenda for action.

GENERAL PUBLIC COMMENT

The Historic Fredericksburg Foundation, Inc. submitted comments to note that the organization had no concerns with the applications submitted.

OTHER BUSINESS

There was no other business to discuss.

STAFF UPDATE

Ms. Schwartz provided a brief update on projects in progress. The draft Historic District Handbook would be provided to the Board for review in April, the Historic Preservation Plan was scheduled for initiation by the City Council on March 23, and the archaeology ordinance was scheduled for Planning Commission review in March.

ANNOUNCEMENTS AND REPORTS

Ms. Moss noted that UMW's historic preservation lecture series included a lecture by preservation specialist Dan Becker on March 11 at 5:30 p.m. Board members asked Ms. Schwartz to provide a link if available.

ADJOURNMENT

Chairman Gerlach adjourned the meeting at 7:50 p.m.

Jonathan Gerlach, Chair