



**Minutes**  
**Architectural Review Board**  
October 11, 2021  
Council Chambers

You may view and listen to the Architectural Review Board meeting in its entirety [here](#). The time of each presentation is in brackets below [0:00].

**Members Present**

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

**Members Absent**

**Staff**

Chuck Johnston  
Taylor Owen

---

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

**OPENING REMARKS** [00:01:30]

Chairman Gerlach determined that a quorum of 7 members were present and asked if public notice requirements had been met. Mr. Johnston confirmed that they had.

**APPROVAL OF AGENDA** [00:02:40]

Ms. Moss requested that they add an item to the agenda. Chairman Gerlach said that they could add it as 11A “Public Outreach Ad Hoc Committee” under Other Business. Ms. Irvin requested to remove items 8B and 8C from the consent agenda. Ms. Ross made a motion to approve the agenda as amended. The motion was seconded by Ms. Irvin and it carried 7-0.

**REVIEW OF MINUTES OF PREVIOUS MEETINGS** [00:03:07]

The Board reviewed the draft minutes from August 9, 2021. Ms. Ross noted several typos. Page 2, 2<sup>nd</sup> to last paragraph, the word “deterioration” should be replaced with “deteriorated”. On page three, the 3<sup>rd</sup> full paragraph – “Chairman Gerlach inquired not materials selected” should be replaced with “Chairman Gerlach inquired no materials selected”. Next, two paragraphs down, “more dynamic that” should be “more dynamic than”. Ms. Irvin pointed out that “Donman House” should be “Downman House” and that “known at” should be replaced with “known as” on page 4 under Staff Update.

Ms. Moss made a motion to approve the minutes as amended and Ms. Weitzman seconded. The motion carried 7-0.

**DISCLOSURE OF EX PARTE COMMUNICATIONS**

None

**DISCLOSURE OF CONFLICTS OF INTEREST** [00:07:04]

Ms. Weitzman disclosed a conflict of interest for 402 Hanover Street and will not participate in the discussion or motion. Ms. Weitzman confirmed that she already turned in the disclosure form to Mr. Johnston.

**CONSENT AGENDA** [\[00:06:11\]](#)

- A. COA FY-22-0019 – 707-709 Prince Edward Street – Fence Installation
- ~~B. COA FY-22-0020 – 400 George Street – Sign Installation – withdrawn~~
- ~~C. COA FY-22-0021 – 902 Caroline Street – Sign Installation – withdrawn~~
- D. COA FY-22-0011 – 401 Princess Anne Street – Fence Installation
- E. COA FY-22-0022 – 103 Caroline Street – Storm Door Installation

Ms. Irvin requested to remove item 8B and 8C from the consent agenda and add them to the public hearing as items 9B and 9C. Ms. Weitzman made a motion to approve the consent agenda as amended. The motion was seconded by Ms. Galke and it carried 7-0.

**PUBLIC HEARING** [\[00:12:22\]](#)

Continued Application

- A. COA FY-22-0014 – 402 Hanover Street - Jonathan Mozena and Anna Mitsis (owner: same) request to demolish the existing rear addition and to add an approximate 2150 sq. ft., two-story rear addition.

One written comment was submitted by the Historic Fredericksburg Foundation, Inc. (HFFI) stating that they recommended research on the property on Sanborn Maps.

Ms. Irvin was concerned that the back wing additions may have been installed prior to 1919 based on the maps and asked Mr. Johnston if they could continue the application again to allow the applicant time to address any new concerns. Ms. Ross then presented some research that she did on the property and gave a loose timeline of when she estimated when each section of the rear additions were constructed based on Maps and land taxes which displayed a dramatic increase in property value. She stated that the building has a history of morphing and growing and she affirmed her support in the plans because it provides a practical solution to the needs of the residents and it respects the history of the property.

The Board expressed an interest in Mr. Johnston providing records of previous Certificates of Appropriateness for the building if they were going to continue this application to the November meeting. The Board also considered a site visit before making a decision. Ms. Weitzman asked the purpose of a site visit and Chairman Gerlach said the goal would be to determine how old the additions were. There was a discussion between Mr. Johnston and Board members on the guidelines for demolition. Ms. Ross said that the additions were simple, unlike the Empire Style of the original main building, and didn't have much to offer for character-defining features so felt comfortable moving forward with approval for demolition. The board agreed that they felt comfortable with a motion to approve.

Ms. Galke made a motion to approve the application as submitted. The motion was seconded by Mr. Whitman and carried 6-0-1 with Ms. Weitzman abstaining.

- B. COA FY-22-0019 – 707-709 Prince Edward Street – Fence Installation

Mr. Johnston interjected to state that the previous item received a written comment. Chairman Gerlach said that the public hearing was closed but requested that the comment be read for the

record. The HFFI stated that they are in support of the project but had some concerns regarding the demolition details.

Ms. Irvin stated that she pulled this item from the consent agenda for several reasons. She recommended that they paint or stain the fence. Ms. Irvin pointed out that the application did not indicate if the appearance of the front gate would match the fence design they submitted and suggested that they add that as a condition. Ms. Irvin argued that the proposed fence may not meet the guidelines, as stated on page 66, due to the surrounding plantings on one side and the wall structure immediately on the other side. Ms. Weitzman agreed that there would not be enough room for maintenance and that they should apply conditions if they approve of the application. There was a discussion to either vote now or continue the application to the November meeting so that the applicant may have some time to address the Board's concerns and propose a solution.

Ms. Irvin made a motion to continue the application to the November 8<sup>th</sup> meeting. Ms. Weitzman seconded and the motion carried 7-0.

C. COA FY-22-0011 – 401 Princess Anne Street – Fence Installation

The Board had seen this item previously and agreed that the proposed white picket fence was not a good fit for the industrial-leaning area. Mr. Johnston reviewed the application for the Board. The Board noted that the item's case number was incorrect and should have been called COA FY-22-0012B. Chairman Gerlach was missing the documents on this item in his packet, and Mr. Johnston reassured him that there was no more additional information. The applicant or a representative was not present. Ms. Irvin agreed with Mr. Johnston that there doesn't seem to be a strong difference between this new design and the original design. Ms. Ross agreed. Ms. Irvin suggested that they would apply a condition that the pickets could not have a pointed top and that they have flat edges. Chairman Gerlach said that they can vote to approve with conditions that will also apply to the trash enclosure gate or deny the application. Ms. Galke proposed that they accept the fence if they had a "dog-eared" design, a roughly 45 degree angle cut out edges fencing matches the 3 ft.

Ms. Weitzman wanted to confirm the material of the proposed fence and said she would not approve of plastic. Ms. Galke noted that the original submission specifies the material would be wood. Ms. Weitzman suggested the use of metal. Mr. Whitman asked if the application truly violates the guidelines. Chairman Gerlach cited the section of the guidelines on fences, pages 66-67, and explained the Board's concern from the previous meeting that the proposed fence appears residential and opposes the design of the industrial building. Mr. Whitman said he thought the application was acceptable.

Mr. Whitman made a motion to approve the application as submitted. Ms. Moss seconded and it was opened for discussion. Ms. Weitzman said she thinks the applicants were not present for feedback both times and their suggestions fell on deaf ears, there were no significant changes and she can't support it. Ms. Irvin agreed. Chairman Gerlach said he would approve if the pickets were not pointed. Ms. Galke said the application is not appropriate. Chairman Gerlach inquired how long it would last and if in a few years it needs to be replaced the ARB can make a decision then. Mr. Whitman said that standards for maintenance are in the guidelines and that it's the property owner's responsibility. Ms. Ross said that she can't support it because it doesn't look like it belongs because it doesn't match the surroundings.

The motion failed 1-6, with only Mr. Whitman voting in favor.

Chairman Gerlach suggested that they continue the application so they could hear back from the applicant. Mr. Whitman made a motion to continue to the November 8th meeting. Ms. Weitzman seconded and the motion carried 6-1, Ms. Ross opposed. The Board confirmed with Mr. Johnston that this information would be conveyed to the applicant.

**GENERAL PUBLIC COMMENT** [\[01:09:13\]](#)

None. Mr. Johnston noted that Chairman Gerlach's script needs to be edited to state that the correct email to submit comments to is [planning@fredericksburgva.gov](mailto:planning@fredericksburgva.gov).

**OTHER BUSINESS** [\[01:10:35\]](#)

Ms. Moss gave the board an update on some ideas she and Ms. Ross had brainstormed as members of the Public Outreach Ad Hoc Committee. Ms. Moss said that she wanted to provide some information for consideration and feedback and they can discuss at a later date when Ms. Schwartz returns. Ms. Moss suggested several ideas such as webinars and seminars. Ms. Moss recommended that Board members provide brief presentations on a quarterly rotating schedule. Presentations will be on topics of their choice as long as they relate to the ARB, such as possible new materials they have not previously considered or other specialties. Additionally, they could bring in volunteers to present. Ms. Moss said it would be beneficial to have these presentations occur prior to the public hearing portion of the meeting because most participants have left by then, and that the public would miss out.

Ms. Moss suggested that a short term goal could be to increase their presence on the internet so they could be more assessable to the public, such as posting information on a blog. She also proposed several long term considerations. In 2023, the ARB will be 55 years old and they could plan an event to celebrate and acknowledge its achievements. In 2008, the ARB participated in the Advanced Preservation Workshop which received plenty of feedback and involvement. There were lots of workshops available as introductions to preservation. Erik Nelson wrote an article on the first decade of the ARB and suggested reaching out to him to write a piece on all the accomplishments the ARB has achieved in the past decade. Ms. Moss also referenced a historic preservation working group was established in a City Council Meeting and suggested to continue this group that would meet on a quarterly basis. The group would help identify and examine key issues associated with both the legal basis and practical application of historic preservation within the city. Ms. Moss also suggested a resurvey of the district, exploration to other neighbors of the city, and producing a story map of city architectural history focusing on building and property types. Ms. Ross said Ms. Moss was very complete in presenting their ideas, mentioned a stronger presence on the internet, and would value feedback in the future.

Chairman Gerlach said he thought these were great ideas. He cited the Fredericksburg ordinance that founded the ARB and its authority as an institution. Chairman Gerlach said that Ms. Schwartz would be very interested in what they presented when she comes back from leave. Mr. Johnston commented that Ms. Schwartz has done a lot of work updating the survey.

**STAFF UPDATE**

None

**ANNOUNCEMENTS AND REPORTS** [\[01:23:02\]](#)

Ms. Galke announced that October is archaeology month in Virginia and this year the Department of Historic Resources created a poster with the theme Black Scholarship Across Time. The public can order one online at [www.dhr.virginia.gov](http://www.dhr.virginia.gov) under archaeology.

**ADJOURNMENT**

Chairman Gerlach adjourned the meeting at 8:26 p.m.

---

Karen Irvin, Chair

DRAFT