



Minutes
Architectural Review Board
September 26, 2022
303 Hanover Street

Members Present

Karen Irvin (Chair)
Helen P. Ross (Vice Chair)
Laura Galke
James Jarrell IV
D.D. Lecky
Adriana Moss
Kelly Penick

Members Absent

Staff

Kate Schwartz

Chair Irvin called the Architectural Review Board meeting to order at 5:33 p.m.

OPENING REMARKS

Chair Irvin determined that a quorum of 7 members was present and asked if public notice requirements had been met. Ms. Schwartz confirmed that they had and a copy of the notice was provided to the Board.

APPROVAL OF AGENDA

There were no changes to the agenda.

DISCLOSURE OF EX PARTE COMMUNICATIONS

None.

DISCLOSURE OF CONFLICTS OF INTEREST

None.

SITE VISIT

A. 301-303 Hanover Street

Jay Holloway, applicant for a COA at this address, was present and provided a tour of the property. Mr. Holloway pointed out structural issues at the west side of the rear addition, and led the group through the interior and around the exterior of both properties. He explained that the northwest corner of the original building had sunk and would need to be rebuilt, which would require reconstruction of a large portion of the abutting addition wall. The Board was also asked to examine the condition of the window from interior and exterior. Mr. Holloway said they would be providing additional documentation on the windows and from the structural engineer in advance of the next regular meeting.

OTHER BUSINESS

Ms. Schwartz provided an update on the status of the ongoing appeal at 1107 Princess Anne Street. Discussion was held on presentation topics for upcoming ARB sessions.

ADJOURNMENT

Chair Irvin adjourned the meeting at 6:45 p.m.

Karen Irvin, Chair