



**Minutes**  
**Architectural Review Board**  
January 9, 2023  
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 [00:00:00].**

**Members Present**

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

**Members Absent**

Kelly Penick

**Staff**

Kate Schwartz

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Chair Irvin called the Architectural Review Board meeting to order at 7:00 p.m.

**OPENING REMARKS**

Chair Irvin determined that a quorum of 6 members was present and asked if public notice requirements had been met. Ms. Schwartz stated that the public notice did not print properly in the newspaper so the public hearing items were deferred to the February meeting. This meeting was re-advertised as a regular public meeting and those requirements have been met.

**APPROVAL OF AGENDA**

There were no changes to the agenda. Ms. Galke made a motion to approve the agenda and Ms. Moss seconded. The motion carried 6-0.

**ELECTIONS**

Ms. Ross nominated Chair Irvin for the position of Chair. Ms. Moss seconded and Chair Irvin was elected with a 6-0 vote. Ms. Ross nominated Ms. Moss for the position of Vice Chair. Ms. Galke seconded and Vice Chair Moss was elected with a 6-0 vote.

**DISCLOSURE OF EX PARTE COMMUNICATIONS**

None.

**DISCLOSURE OF CONFLICTS OF INTEREST**

Mr. Jarrell disclosed a conflict of interest regarding the preliminary discussion on the 507 Caroline Street alterations. He has a fiscal interest in the property and has representatives present to participate in the discussion. He will submit a disclosure form prior to the February Hearing.

**DISCUSSION**

**A. Riverfront Park Stage and Cover**

Mike Ward, Assistant Director of Parks, Planning, and Operations for the City was present. He provided an update on the bid process for construction of a bathroom building in the park. The process was delayed due to a lack of bids, but would be re-released and brought to the ARB for approval once there were viable bids. He said that value engineering had also been conducted on the stage cover structure and that the City was looking at prefabricated options that would be significantly less expensive than the custom design originally shown. Board members looked at a number of options and provided some recommendations to consider:

- Steel framing was preferred over wood or masonry to better coordinate with existing shade structures. Small masonry piers could be used at the base of the posts.
- A barrel shape, or vault with a point at the front seems to relate better to the angular shades.
- There was some interest maintaining a canvas or tensile shade if possible, though without the cantilevered support structure that seems to be driving the cost.
- There were concerns about too much use of wood in this area where it is exposed to the elements.
- In general, the Board recommended looking for shape references in the existing park elements.

**B. Preliminary discussion: 507 Caroline Street alterations**

Joshua Grady and Jeh Hicks from Jarrell Properties provided a preliminary overview of potential alterations at this residence including demolition of a rear addition, a new alteration, and some repair and replacement of materials on the original portion. Board members highlighted additional pieces of information that would be needed to complete the review, including a demolition plan, street views, and detailed material specifications.

Ms. Danae Peckler was invited to speak on the 507 Caroline Street alterations. This is a Historic Fredericksburg Foundation, Inc. (HFFI) easement property. HFFI and Jarrell Properties have been in communication and toured the site. This is a limited and appropriate addition that the HFFI appreciates. She spoke on the history of the building and previous restoration projects.

**GENERAL PUBLIC COMMENT**

None.

**OTHER BUSINESS**

Ms. Schwartz stated that Chair Irvin is scheduled to provide an educational presentation at the February 13, 2023 meeting.

**STAFF UPDATE**

Ms. Schwartz noted that there will be a Work Session scheduled for January 23, 2023 in Council Chambers. DHR is planning to hold their workshop series again this year and Ms. Schwartz volunteered Fredericksburg to host. The date will be communicated once scheduled. Ms. Schwartz provided an update on the compensation forms for ARB members as well.

**ADJOURNMENT**

Chair Irvin adjourned the meeting at 7:55 p.m.



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Karen Irvin, Chair