



Minutes
Architectural Review Board
June 27, 2022
203 Ford 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 5:31 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 confirmed that they had and a copy of the notice was provided to the Board. Mr. Jarrell joined the meeting at 5:35 p.m.

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. 203 Ford Street

Property owner Ed Whelan was present and provided a tour of the property. Updated drawings of the proposed alterations to the property were provided as well. Board members provided feedback on the elements of the drawings that needed clarification prior to the next meeting, including the dimensions and locations of landscape features. Board members additionally assessed the steel windows in the east wing of the building and clarified the locations and details of proposed new openings. The group walked along Caroline Street to view the existing stone retaining wall and see the location of proposed new walls. The owner agreed to revise the plans for consideration at the July 11 meeting.

ADJOURNMENT

Chair Irvin adjourned the meeting at 6:40 p.m.

Karen Irvin, Chair