



Minutes
Architectural Review Board
July 11, 2022
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)
Helen P. Ross (Vice Chair)
James Jarrell IV
D.D. Lecky (Remotely)
Kelly Penick
Adriana Moss
Laura Galke

Members Absent

Staff

Kate Schwartz
Caroline Hieber

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

APPROVAL OF AGENDA [00:01:50]

Ms. Schwartz confirmed that there would be a presentation provided by Ms. Galke tonight on Bray School Archaeology.

Ms. Galke motioned to approve the agenda. Ms. Moss seconded and the motion carried 7-0.

ANNOUNCEMENTS & REPORTS

Ms. Galke provided a presentation on Bray School Archaeology and African American education in historic Fredericksburg. This is part of the Architectural Review Board's ongoing efforts to provide public education as a portion of their meetings.

APPROVAL OF MINUTES [00:12:49]

Ms. Ross motioned to approve the August 9, 2021 minutes as written. Ms. Moss seconded. The motion carried 7-0.

Ms. Galke motioned to approve the August 23, 2021 minutes as written. Ms. Moss seconded. The motion carried 7-0.

Ms. Ross requested a correction on page three for the September 20, 2021 minutes. She noted that "John Valentine" should be changed to "John Ballentine". Mr. James McGhee confirmed that was the correct spelling. Ms. Ross motioned to approve the amended August 23, 2021 minutes. Ms. Moss seconded. The motion carried 7-0.

Ms. Moss motioned to approve the May 23, 2022 minutes as written. Ms. Penick seconded. The motion carried 7-0.

DISCLOSURE OF EX PARTE COMMUNICATIONS

None.

DISCLOSURE OF CONFLICTS OF INTEREST [00:17:00]

Mr. Jarrell disclosed a conflict of interest for COA FY22-0067 at 1305 Sophia Street as he is the owner of the property. He confirmed that he previously submitted a disclosure form to staff and will remove himself from discussion as recommended by the City Attorney.

CONSENT AGENDA [00:18:16]

- A. COA FY22-0066 – 115 Caroline Street – Minor Alteration
- B. COA FY22-0068 – 307 Amelia Street – Fence Installation
- C. COA FY22-0070 – 810 Caroline Street – Sign Installation
- D. COA FY22-0071 – 802 Princess Anne Street – Sign Installation
- E. COA FY22-0072 – 1005 Princess Anne Street – Sign Installation

There were no written or public comments for any item on the consent agenda. Ms. Ross motioned to approve the consent agenda as submitted. Ms. Moss seconded and the motion carried 7-0.

PUBLIC HEARING [00:21:58]

Continued Applications

- A. COA FY22-0065 – 203 Ford Street – Ed Whelan, Woolen Mill LLC, requests to make alterations to the Washington Woolen Mills building and site including removing exterior stairs, constructing a new elevator shaft, installing fencing, lighting, and retaining walls, and replacing some windows and doors.

Ms. Schwartz provided an overview of the application. The applicant was present and thanked the board for their feedback from the previous meeting and the work session. Mr. Whelan said he intends to drop the windows from the application so they could move forward with approval. There were no written or public comments on this item.

Ms. Moss appreciated the new drawings which made it easier to understand the scope of the project and is helpful to have a written record for the public. Concerning the refurbishing and rehabilitation of the windows – if he can't find anyone local who is qualified, the Virginia Department of Historic Resources has several contacts he can use. Ms. Moss had no further questions or concerns and was ready to move forward with approval.

Mr. Jarrell requested more information regarding the retaining walls. He asked how often the stamped brick pattern would repeat. Mr. Whelan said they would be four foot sections repeated continuously and be painted like a lot of houses downtown. Jarrell asked if they have considered dyeing or staining the material. They had not. They were debating using a red brick color but decided on a charcoal color because it blends in with the ground. Mr. Jarrell asked if he would be open to dyeing or staining the wall instead of painting it. Mr. Whelan said he would. They proposed slate going up the stairs and were considering additional work there in the future.

Ms. Penick had a few questions for the HVAC system and exhaust designs for the residential portion of the building. They didn't have any detailed designs at the moment. Ms. Penick also had a few questions regarding the differently sized windows on the elevator shaft. The window is smaller due to the roof of the lobby, and it may not be possible to match the sizing to the rest of the windows. There was also a discussion regarding the terraces that don't have fences. Mr. Whelan said that the gates will be locked and the terraces won't be accessible. Ms. Penick said that it's possible the design may not meet City Code because maintenance folks may still need to access that space. It's possible that this could come up during their site plan review or may return to the board. Ms. Penick asked about a door on the plans, which Mr. Whelan confirmed it will not be a sliding door. Ms. Penick referenced sheet eighty-three of the plans and asked why they changed the fence type from the black aluminum railing to the cable railing. Mr. Whelan said that decision was a result of previous discussion with the Board to differentiate that platform from the rest of the fencing.

Ms. Lecky is prepared to agree with the staff recommendation and approve the application with the condition to have the final material approved with staff to ensure they meet the guideline standards. Ms. Lecky was ready to deny the lighting portion of the application. Mr. Whelan said that the lights themselves meet the code, just not the illumination and they can put a dimmer on the lights to meet the standards. Ms. Lecky said that she would be fine with that, but not the current lighting proposal that was submitted. Ms. Galke thanked the applicant for his efforts and said she was excited for the project. She was concerned about the green space along Ford Street because there have been no archaeological surveys done in the area and there may be disturbance that could damage unidentified archaeological resources. They could potentially find things which could be included in an exhibit on the property.

Ms. Ross echoed the comments from the Board and shared concerns regarding the retaining wall. She asked if there will be weep holes for drainage. Mr. Whelan confirmed there would be a drain behind the wall. There was a discussion on the color and finish on the walls. Ms. Ross shared her previous experience and suggested staining the material instead of painting it. Ms. Ross fears it will be targeted for graffiti and thought she should bring it up for consideration. Mr. Whelan said that they considered lighter grays which looked more like cinderblock but ultimately decided that dark charcoal gray looked better. Ross said they don't do color, but suggested they pick a few different colors and materials and have mock ups on site and coordinate with the staff. There was a brief discussion on alternative options for the walls.

Chair Irvin was thankful for their additional work and was happy to support the application. Ms. Schwartz had a few quick notes for the Board. She noted that the board has authority to make conditions on the quality or finishing of the wall but not the color. If the Board is in support of the lighting, there is no need to place conditions on the brightness, as that will be required to meet the City Code. Finally, an archaeology study will be a requirement for the Minor Site Plan, which should address any concerns.

For the wall, Mr. Jarrell said they should suggest something simple with no patterning. Ms. Moss was comfortable with that if the property owners were. Ms. Ross mentioned there used to be houses in the open space. The applicant said they would like to build something there in the future as well.

Ms. Moss moved to approve the alterations shown on the revised documentation dated June 30, 2022 with the following conditions: the design of the retaining wall must be simplified to a parged concrete wall rather than the stamped brick shown in the application; the pole-mounted site lighting and up-lighting must be dimmed to adhere to City Code; casement-style windows must be used for the two new basement level windows; and all materials and product specifications must be verified by the Historic Resources Planner prior to building permit issuance. Ms. Galke seconded and the motion carried 7-0.

New Applications

- B. COA FY22-0067 – 1305 Sophia Street – James and Stephanie Jarrell request to make exterior alterations to this residence including constructing new fencing and lighting and replacing porch flooring with bluestone.

Mr. Jarrell removed himself for this application due to a conflict of interest. The representative, Andy Fitch, and Stephanie Jarrell were both present. There were no public comments.

Ms. Moss said she believed the application met the guidelines. Ms. Penick asked for the representative to elaborate on the side porch. Mr. Fitch said it would be a concrete slab covered by bluestone so it would not be exposed at all. Ms. Lecky and Ms. Galke were both prepared to support the staff recommendation.

Ms. Ross had a few questions regarding the gate hardware. Mr. Fitch said they did not have those details finalized but they will be keeping with the design of the existing. Ms. Ross asked if anything was proposed for the driveway. Ms. Schwartz said there are no plans for a driveway gate. Ms. Schwartz said that the pedestrian gates will be minimal and will blend in with the fence so there will be minimal hardware involved. Chair Irvin said she was ready to support but wanted to clarify the number of gates before someone makes a motion. She asked if they are approving one gate or three. Ms. Jarrell confirmed they are requesting three gates. Ms. Penick motioned to approve the application as submitted. Chair Irvin suggested they revise the motion to specifically allow three gates, not just one.

Ms. Penick motioned to approve the application as submitted with the clarification that the applicant may install three gates. Ms. Ross seconded the motion and it carried 6-0-1, Jarrell abstaining.

- C. COA FY22-0069 – 1320 Caroline Street – Gale Miller and Judith Burke-Miller request to construct a two-story addition attached to the rear elevation of this single-family residence.

The project architect, James McGhee, was present to represent the application. He provided a brief presentation on the design approach. He wanted to maintain the function and appearance of the existing roof. In response to the staff comments, they can attempt to reduce the height of the roof, but the width will be more difficult due to code requirements. When designing the view from Hawke Street he considered the study of perspectives and designed the proportions in response. He agreed to provide the material specifications. There were no public comments.

Ms. Moss said she appreciates the clear delineation of old and new, but the site is challenging as a corner lot with no setback from the street. She agrees with the staff comment that the addition is a little too tall. She is less concerned with the width, but the addition appears too large right now. She asked for clarification on the design of the curved entry on Hawke Street. Some discussion followed on drainage where the old and new roof meet. Mr. McGhee said they would use a collection box instead of just a downspout.

Mr. Jarrell asked the applicant to explain the methodology used to design the stepped window sizes. Mr. McGhee said he had used a perspective view from across the street to determine the window sizes so that they looked the same from that view. Discussion followed on the details of windows placement. Ms. Penick asked about the material of the foundation, which will be brick. She agreed with the staff comment about the massing and would like to see a revised drawing set during a work session. Ms. Lecky said she agreed with the staff recommendations and concerns about the height. She said the

submitted plans do not comply with 9. O.1. and 9. O. 3. of the guidelines because the addition overwhelms the original house.

Ms. Galke agree with staff recommendations regarding the height of the structure and noted that the property has a lot of visibility from Hawke Street. Ms. Galke asked what materials would be used for the door in the north elevation where the curved steps lead. Mr. McGhee said the current plans that were submitted depict a glass door; however, the owner is seriously considering a wood paneled door instead for security purposes. Ms. Galke commented that the new windows don't seem to harmonize with the existing windows. Ms. Ross agreed that a work session is necessary. The addition overwhelms the original building in terms of scale and massing. The next work session would take place July 25, 2022. Chair Irvin agreed that the addition is too large and it's not compliant with the guidelines. Mr. McGhee agreed to attend a work session.

Ms. Moss motioned to continue the application to the August 8, 2022 meeting and to meet with the applicant on July 25, 2022 for a work session. Mr. Jarrell seconded and the motion carried 7-0.

GENERAL PUBLIC COMMENT

None

OTHER BUSINESS

None

STAFF UPDATE

Ms. Schwartz reminded the Board that they could volunteer at any time to provide a presentation as a part of their efforts to provide educational material to the public.

ADJOURNMENT

Chair Irvin adjourned the meeting at 8:27 p.m.



Karen Irvin, Chair

