



**Minutes**  
**Architectural Review Board**  
October 8, 2018  
Council Chambers, City Hall  
Fredericksburg, Virginia

**Members Present**

Jonathan Gerlach, Chair  
Sabina Weitzman, Vice Chair  
Kerri S. Barile  
Carthon Davis, III  
Karen Irvin  
James Whitman

**Members Absent**

Susan Pates

**Staff**

Kate Schwartz  
Cathy Eckles  
Susanna Finn

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

**OPENING REMARKS**

Mr. Gerlach determined that a quorum (six (6) members) was present, and asked if public notice requirements had been met. Ms. Schwartz noted that they had.

**APPROVAL OF AGENDA**

Ms. Weitzman made a motion to add 10(c) to the agenda regarding Continuing Education. No further changes or additions were made to the agenda. No public comments.

Ms. Weitzman made a motion to approve the agenda with the addition. Ms. Irvin seconded. The motion carried 6-0.

**APPROVAL OF MINUTES**

Mr. Gerlach asked if there were any changes or additions to the minutes of the regular meeting dated September 10, 2018. There were no changes or additions. Mr. Davis made a motion to approve the minutes as written. Ms. Irvin seconded. The motion carried 6-0.

Mr. Gerlach asked if there were any changes or additions to the minutes of the supplementary meeting dated September 11, 2018. There were no changes or additions. Ms. Weitzman made a motion to approve the minutes as written. Mr. Davis seconded. The motion carried 6-0.

**DISCLOSURE OF EX PARTE COMMUNICATIONS**

Mr. Gerlach asked if any Board member had engaged in any *ex parte* communication on any item before the Board. No Board members had any *ex parte* communication to report.

**DISCLOSURE OF CONFLICTS OF INTEREST**

Mr. Gerlach stated he had a conflict with COA 2018-68 and would be recusing himself from this matter. He then asked if any other Board member had a conflict of interest for any item before the Board. No further conflicts.

## **PUBLIC HEARING**

### **A. Continued Items**

- i. **COA 2018-12 – 506-516 Sophia Street** – Stephen DeFalco requests approval of the detailed architectural design of 13 new townhomes to be constructed on the site.

The applicant, Stephen DeFalco, was present, along with Lee Shadbolt, 101 Shockoe Slip, Richmond, Virginia. Discussion ensued regarding the issue with the muntin width and Applicants agreed that 7/8 inch is acceptable to them. Applicants further addressed the issue with the gas meters and that they had consultants review this but it was not feasible to locate them to the rear, they just don't fit. They are stipulating they will place shrubbery in front. No public comments.

Ms. Weitzman questioned the two types of exposure in the rear – wood and metal, metal railings on wood posts. Mr. Shadbolt stated that due to the historic front and sides, they tried to go a little contemporary in the rear exposure. Mr. Davis noted the posts cannot be seen from the public viewpoint and therefore are not within the ARB's purview.

Ms. Weitzman further questioned the windows, specifically what is an SDL window – builder grade, low end. She worries that although your windows seem to “meet” the criteria, she will be making some stipulations in the motion and strongly suggests picking a better window. Applicant stated it is not their builder grade window.

Mr. Gerlach then further discussed the posts and the PVC; and Dr. Barile questioned what exactly that was. Ms. Weitzman described it as a thicker, more rounded product. Applicants further explained that there are lots of wrapping products and further cannot be seen from the street.

Mr. Davis questioned the aluminum fascia and the proposed color, the downspouts shape, and some other general design proposals. Further mentioned his disapproval of the meters being in front but realizes nothing can be done now. Does approve of the landscaping.

Ms. Irvin questioned mechanical units on the roof and why they are not showing on the Sophia Street illustrations. They are there, just on the lower roofs and hidden from view.

Dr. Barile commented on the doors, wherein the primary is fiberglass but the French doors are clad. She recommends clad doors throughout, more consistent for the historic district. Applicant discussed why these were chosen.

Mr. Davis recommended that the Board should look further into the restrictive use promotion of fiberglass doors. We should better discuss and understand this.

Dr. Barile stated that one stipulation she would make regarding the doors would be to not approve any insert glazing. And since they are well protected from the elements, she further recommends actually using wood doors. Applicant explained it was not a matter of saving money, but the function is what drove them to this product. Further discussion ensued regarding the fiberglass v. wood doors.

Ms. Weitzman had one more question regarding whether the simulated divided lights had grills between the windows and what the material of the applied exterior grills. Would like to be sure the recommendations for the light transmittance requirements and wants to be sure their windows meet those requirements. Applicants stated that was DHR's requirements. Ms. Schwartz said we'll make the appropriate stipulations in the motion and she'll be sure they meet all requirements.

Ms. Weitzman wants to divide up some of these items into separate motions. Mainly, windows, front doors, and landscaping. She further motioned to approve the roof, the exterior architectural elements, materials, and miscellaneous details with the stipulation that the gas meters located on the front elevation be screened to the greatest extent possible by landscaping. Mr. Davis seconded. Motion carried 6-0.

Ms. Weitzman made another motion to approve the windows with the stipulation that they include 7/8" wide muntins and meet the visible light transmittance and reflectivity requirements of the Code, with a recommendation that you consider fiberglass windows for this project and require that the exact specifications for the windows are submitted for staff review. Mr. Davis seconded. Dr. Barile commented her surprise that fiberglass was added in as an option and can't support. Although everyone was clear, Ms. Schwartz was asked to restate the motion: Ms. Weitzman made a motion to approve the windows on condition that the muntins are 7/8" wide and meet the glazing requirements of the window policy. She also recommended consideration of fiberglass or other types of windows that would meet specifications and made the condition that the exact specifications would be submitted for staff review. Motion carried 5-1, with Dr. Barile against.

Mr. Davis made a motion to approve the doors as submitted; Mr. Whitman seconded. Dr. Barile commented she will be ruling against this concept. Further discussion ensued regarding possibly approving all doors except the front doors. Mr. Gerlach reiterated that a motion was made and seconded and were we going to vote on that or make a new motion. Mr. Davis stated that if the majority of the Board disapproves the doors, we could table the motion but he would first like to know the ramifications to the Applicant. Applicants stated they were not happy with holding the project up for a front door due to there not being an opinion. Mr. Davis supports the motion as it stands. Applicants reiterated that they are willing to work with the Board and they just want to be sure the doors look good and perform well. Motion carried 4-2 with Ms. Weitzman and Dr. Barile against.

## **B. New Business**

### **Signs:**

- i. **COA 2018-69 – 102 George Street** – Kristie Harmon requests to install signs, including two building-mounted signs, for The Bowery Tattoo Company.

Applicant Gregory Harmon was present, 4113 Mossy Oak Lane. Just wanted to state he took over the business a year and a half ago so he did not mount the original signs. Doesn't want to change the signs, just clean them up. No public comment.

Dr. Barile stated that these signs were never originally approved by the Board, they were mounted and then they came to the Board for approval. Board approved the front sign but denied the side sign as it was to match the lentils height. Discussion ensued regarding the condition of the side sign and the precarious nature of the sign. Suggestions were made to: paint the frame to match the siding and make it less obtrusive; or remove the current lettering and replace it with small lettering to fit within the lentils. Mr. Gerlach discussed the previous decision. Mr. Whitman made a motion to approve. Mr. Davis seconded. The motion carried 5-1, with Dr. Barile against.

### **Exterior Alterations/Additions:**

- ii. **COA 2018-66 – 1315 Caroline Street** – Catherine and Lawrence Garfield, request to replace five windows on the front elevation of this non-historic single-family residence.

Applicants, Lawrence and Catherine Garfield, 1315 Caroline Street, were present, along with Grant Berger, Richmond representative of Andersen Window. Bought house 9 years ago and windows were already rotting. No public comment.

Ms. Weitzman questioned the product being used and Applicant explained they are using a wood composite (wood and polymer bonded) impervious to rot made by Andersen Window Corporation. Ms. Schwartz apologized for the conflicting reports, she was given information they were a solid wood window, and although it doesn't change her recommendation, it represents a different decision in that it is a change in material. Discussion ensued regarding this product and if it has been approved before. It was suggested but ultimately rejected previously due to the structure being a contributing historic structure. The applicants' structure is not. Mr. Berger talked about the dangers of clad window. Ms. Weitzman thinks we're good and now knows what we're faced with.

A short recess was taken while Mr. Berger brought in a sample window. The Board then reviewed the sample window.

Mr. Gerlach discussed the warranty on the windows and that although there has been a previous denial of this type of fixture, that structure was a historic contributing structure wherein this is not and previous decisions do not set precedent and that instead they follow the guidelines and the new window policy. Further discussion ensued regarding the life expectancy of different windows and how the different conditions affect that.

Mr. Gerlach asked Ms. Schwartz for recommendations and she suggested that since this is not a contributing structure to the historic district, there is a little more leeway to see how things play out. Mr. Davis made a motion to approve as submitted with the alteration of the material being the Fibrex. Ms. Schwartz corrected that the Board hasn't discussed the staff recommendations made about the light pattern. Mr. Gerlach clarified that it is recommended that the windows over the front door be modified to the same 2 over 2 pattern but without the arch detail and it is recommended that the 8 over 8 window be modified to a 3 over 3 pattern to better match the proportions of the other windows. Discussion further ensued regarding the patterns and proportions of the windows and that all should match vertically. Further discussion ensued regarding the arch and what issues there would be trying to replicate it. Mr. Davis restated the motion for approval of the window replacement application at 1315 Caroline Street with the alteration of material to the Fibrex material and with the staff recommendation on the muntin pattern. Ms. Weitzman seconded and the motion carried 6-0.

- iii. **COA 2018-67 – 620 Lewis Street** – Patrick Chesnut requests to make alterations to this single-family residence, including removing an existing one-story addition, constructing a one-story addition and a two-story addition at the rear of the building, removing shutters, and installing iron fencing in the rear yard.

Applicant Patrick Chesnut was present. There was no public comment. Ms. Weitzman asked if Applicant planned to keep any of the brick screen wall which Applicant is not. Mr. Davis

questioned the basement windows and the drawing error of them to which Applicant agreed it was just an error. Further discussion ensued regarding the screening of the HVAC units. Ms. Irvin made a motion to approve as submitted which Ms. Weitzman seconded. Motion carried 6-0.

- iv. **COA 2018-68 – 1204 Prince Edward Street** – Weber and Edward Taylor request to replace four windows on the front and north side elevations of this single-family residence.

Mr. Gerlach recused himself and Ms. Weitzman was the temporary chairman. Applicant's representative, Grant Berger, Richmond Window Company, was present. No public comment. Mr. Davis agrees with staff recommendation to repair not replace based on the information provided but suggested possibly doing a site visit. Dr. Barile recommended tabling, not denying the application in contemplation of a site visit. Discussion ensued regarding whether the condition merits replacement. Ms. Weitzman clarified that the replacement would be in kind, solid wood.

Mr. Davis made a motion to table this COA pending a potential site visit. Ms. Weitzman seconded. Motion carried 5-0 with Mr. Gerlach abstaining.

**New Construction:**

- v. **COA 2017-74 – 306-312 Frederick Street** – AGV Properties, LLC requests approval of the detailed architectural design of a new 17-unit residential building to be located at the west side and rear of the historic Kenmore Coffee warehouse building.

Mr. Gerlach asked for an update which Ms. Schwartz provided. Approval of the special exceptions by the City Council were conditioned on the rehabilitation of the Kenmore Coffee Warehouse. The way that condition is being met is that prior to issuing any permit beyond a foundation-only permit, the Kenmore Coffee warehouse has to pass a shell final inspection, ie., it will be shell building that is restored but is not built out for a commercial tenant yet.

Applicant, John Van Zandt, 700 Hanover Street, was present but had nothing to add.

Hamilton Palmer, 401 Charles Street, expressed his pleasure with the project. Feels this project could help send a message to get these utilities underground.

Danae Peckler, 1410 Prince Edward Street, appreciates the changes made in this project so far. However, has concerns about the lower two stories fronting on Frederick Street regarding the recessed panels on the pilasters as she thinks, although beautifully designed, it makes it look too much like a factory or a school. Could use a little more detail and historic characteristics.

Mr. Davis asked about the phasing of the different projects, but also had some questions about the light fixtures showing at different heights (just a drawing error) and the mesh screening on the openings of the first floor for air flow and water flow; doesn't like the look but understands it is necessary n due to this project being in a flood plain.

Mr. Gerlach questioned and applicant assured that the structural elements of the warehouse will be stabilized before any work is done on the 17-unit residential building to be sure no damage comes to the warehouse.

Ms. Irvin questioned the materials due to the elevations in the drawings having no notes and would like more specifics, ie., where are the metal panels in the storefront and where the cable railing is. Applicant explained the metal panels will be only on the existing element shown in white; and the cable railing will be throughout. No vertical pickets, only horizontal cable railings, for all railings.

Ms. Weitzman discussed different aspects of the projects, and questioned if applicant would be open to eliminating the recessed panels on the pilasters, to which he agreed. Mr. Gerlach asked some further questions regarding the recessed panels on the pilasters which applicant agrees to remove. Dr. Barile agreed but questioned the timing of the Kenmore Coffee warehouse. Applicant stated they are waiting on the engineer's soil report; once that is received we'll be able to finalize the engineering, the stabilization, and hope to start by the end of the year. Hopefully 6-9 months to finish the stabilization.

Mr. Gerlach questioned if applicant was good with Mr. Palmer's suggestion to bury the utility lines to which applicant agreed. Discussion further ensued regarding whether the schedule will work and who is responsible for the costs of burying the current utility.

Ms. Weitzman motioned to approve the architectural details for new construction at 306-312 Frederick Street with the conditions as stipulated in the staff report regarding divided light windows, balcony door muntins, and showing the locations of scupper boxes and downspouts on elevations. (Ms. Schwartz questioned if they knew this yet and applicant stated this detail will be shown once the final roof details are completed, depending on which way the water pushes. Staff approval will be needed.) Ms. Weitzman then restated the motion to approve the architectural details for new construction at 306-312 Frederick Street with the following conditions that (1) the simulated divided light windows will include spacer bars between the glass panes and will meet all other window policy requirements regarding glazing; (2) the balcony door muntins will match the style, dimensions, and profile of the surrounding window muntins; (3) staff will approve the location of scupper boxes and downspouts as agreed; and (4) the pilaster details on the front and right side are simplified to omit recesses on the vertical elements. Ms. Irvin seconded, motion carried 6-0.

## **GENERAL PUBLIC COMMENT**

None.

## **OTHER BUSINESS**

- A. Extension of Approval for COA 2016-30 at 319 Prince Edward Street.  
Applicant Matt Revel was present, no Board comment, no public comment. Mr. Davis made a motion to approve the extension as submitted, Ms. Weitzman seconded. Motion carried 6-0.
- B. Downtown/Area 7 Small Area Plan Charrette  
Ms. Finn gave an update to the project. Mr. Gerlach stated the Board was pleased with this project. No further Board comment, no public comment.
- C. Continuing Education

Ms. Weitzman spoke regarding windows and her thought that the Board needs further education on same. While the guidelines are good, she just feels the Board will only benefit from learning more. Additionally, she will try to get some information on fiber glass doors. She will check availability after the holidays as to having some unbiased educational classes. No further Board comment.

**STAFF UPDATE**

Ms. Schwartz reminded the Board that she will be out for the next few months and that Ms. Finn will be handling things in her absence.

**COMMITTEE UPDATE**

None.

**CHAIRMAN'S REPORT**

None.

**ADJOURNMENT**

Mr. Davis made a motion to adjourn the meeting. Ms. Irvin seconded. Motion carried 6-0. The meeting adjourned at 9:21 p.m.



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Jonathan Gerlach, ARB Chair