ARCHITECTURAL REVIEW BOARD
CITY OF FREDERICKSBURG, VIRGINIA
AGENDA
June 13, 2016
7:30 P.M.
COUNCIL CHAMBERS, CITY HALL

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1. Call To Order
2. Determination Of A Quorum
3. Determination That Public Notice Requirements Have Been Met
4. Approval Of Agenda
5. Review Of Minutes

5.I. April 25, 2016 - Supplementary Meeting

Documents: 3 - 2016-04-25 ARB SUPP MINUTES DRAFT.PDF

5.II. May 9, 2016 - Supplementary Meeting

Documents: 4 - 2016-05-09_ARBSUPPMINUTESDRAFT.PDF

5.III. May 9, 2016 - Public Hearing

Documents: 5 - 2016-05-09 ARB MINUTES DRAFT.PDF

6. Disclosure Of Ex Parte Communication
7. Disclosure Of Conflicts Of Interest
8. Public Hearing

8.I. Continued Cases

8.I.i. COA 2016-12 - 100 Hanover Street

Documents: 6 - COA 2016-12_ARBMEMO_100 HANOVER STREET.PDF

8.I.ii. COA 2016-16 - 1109 Caroline Street

Documents: 7 - COA 2016-16_ARBMEMO_1109 CAROLINE ST_UPDATED06-06-2016.PDF

8.I.iii. COA 2016-19 - 201-203 William Street

Documents: 8 - COA 2016-19_ARBMEMO_201-203 WILLIAM

STREET_UPDATED 06-06-2016.PDF

8.II. New Business

8.II.i. COA 2016-26 - 900 Princess Anne Street

Documents: 9 - COA 2016-26_ARBMEMO_900 PRINCESS ANNE ST.PDF

8.II.ii. COA 2016-27 - 909 Caroline Street

Documents: 10 -COA 2016-27_ARBMEMO_909 CAROLINE ST.PDF

8.II.iii. COA 2016-25 - 1101 Sophia Street

Documents: 11 -COA 2016-25_ARBMEMO_1101 SOPHIA STREET.PDF

8.II.iv. COA 2016-24 - 213 Caroline Street

Documents: 12 -COA 2016-24_ARBMEMO_213 CAROLINE STREET.PDF

8.II.v. COA 2016-28 - 704 Prince Edward Street

Documents: 13 -COA 2016-28_ARBMEMO_704 PRINCE EDWARD STREET.PDF, ATTACHMENTS_704 PRINCE EDWARD STREET.PDF

8.II.vi. COA 2016-30 - 319 Prince Edward Street

Documents: 15 -COA 2016-30_ARBMEMO_319 PRINCE EDWARD ST.PDF

8.II.vii. COA 2016-31 - 500 William Street

Documents: 16 -COA 2016-31_ARBMEMO_500 WILLIAM ST.PDF

9. Other Business

9.I. Distribution Of 2015 Comprehensive Plan

9.II. Review Of Draft Changes To ARB Bylaws

Documents: 17 -DRAFT_ARB_BYLAWS_REVISED06062016.PDF

10. Adjournment

Minutes
Architectural Review Board
Supplementary Meeting

April 25, 2016
Council Chambers, City Hall
Fredericksburg, Virginia

Members Present	**Members Absent**	**Staff**
John Harris, Chair	Jamie Scully	Kate Schwartz
Sabina Weitzman, Vice Chair	John Van Zandt	Mike Craig
Susan Pates		Charles Johnston
Kerri S. Barile		
Kenneth McFarland		

Mr. Harris called the Architectural Review Board meeting to order at 7:34 p.m.

OPENING REMARKS

Mr. Harris determined that a quorum was present and asked if public notice requirements had been met. Ms. Schwartz stated that they had.

APPROVAL OF AGENDA

Mr. Harris asked if there were any changes or additions to the agenda. There were none.

Ms. Weitzman made a motion to accept the agenda as presented. Ms. Pates seconded. The motion carried unanimously.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Mr. Harris asked if any Board member had engaged in any *ex parte* communication on any item before the Board.

No one indicated they had engaged in any *ex parte* communication.

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Harris asked if any Board member had a conflict of interest for any item before the Board.

No one indicated they had a conflict of interest.

NEW BUSINESS

I. Van Perroy – 506-514 Sophia Street and 525 Caroline Street
   a. Review of Special Exception requests and recommendation to the Planning Commission
   b. Informal review of demolition of one contributing building and two non-contributing buildings at 506-514 Sophia Street and site planning, scale, and massing of three new structures, including seven townhomes in two buildings and one seven-unit apartment building.

Van Perroy, property owner, was present.

After presentation of the staff report, Mr. Perroy introduced himself to the Board and provided a presentation on his proposed multi-family residential construction project.

Mr. Harris suggested the Board consider the Special Exception application first, and then discuss the demolition and new construction components.

Mr. McFarland commended the applicant for working towards the goals of the Comprehensive Plan.

Dr. Barile asked for clarification regarding the height of the "mansion" apartment building. Ms. Schwartz stated that the height would be fifty-five feet two inches, measured as an average of the eave and ridge heights.

Mr. McFarland stated that he would like to better understand the perspective from the train station and the visibility of the new structure. He encouraged Mr. Perroy not to minimize the importance of this viewshed. He also suggested that they not discount the context of the new townhomes on Lafayette Boulevard as they relate to new construction.

Ms. Weitzman questioned the need for including two parking spaces per unit and discussed the need for decreasing automobile dependency in a community that desires walkability.

Mr. Perroy stated that offering two spaces was a significant incentive for potential buyers.

Dr. Barile said that she was not on the ARB when the new townhouses on Lafayette Boulevard were approved, but she believes they are out of context with the district. She stated that 50 feet is the maximum building height, not a right, and this height is far too tall for the surrounding context in this location. The discussion of economic feasibility in the Historic District Handbook is about allowing infill, not maximizing profit.

Ms. Weitzman stated that she agrees with Dr. Barile. She commented on the difficulty of designing infill with floodplain issues, but believes the design is too tall. She suggested that building on the interior of the block may be appropriate in this case because the lot is deep.

Dr. Barile said there are instances where buildings are turned to the side on lots, and this is an appropriate place to hide density.

Ms. Weitzman commented that the building design is a full story taller than anything around.

Mr. Perroy stated that the design accounts for features that many people want and have been used in other historic communities.

Dr. Barile commented that steps or a raised basement would account for the three and a half feet of height needed to get out of the floodplain. The height of a full garage is not a need.

Mr. Perroy stated that he was trying to meet modern needs and was not concerned with historic patterns of development.

Ms. Weitzman clarified that maintaining historic patterns of development is a primary concern for the ARB. She asked if Mr. Perroy might consider a carriage house design or something similar to provide parking on the interior of the lot. This could allow the other buildings to be lower in height.

Mr. Harris said he would be interested to see a perspective of the project from Lafayette Boulevard and Caroline Street.

Ms. Pates asked if green space would be provided as part of this project.

Mr. Perroy said there would be a little behind the apartment building and landscaping in the form of planters along Sophia Street.

Ms. Pates said she could not support the special exception for height and would like to see a shadow plan for the building. She stated that she could not support demolition of the existing structures without knowing exactly what will replace them.

Dr. Barile thanked Mr. Perroy for the thoroughness of his application and said that she thought the concept of development for this block was good, but needed all the data before making a decision.

Mr. Harris commented that he thought the view of the apartment building from the surrounding streets would be extremely limited. He asked Mr. Perroy if he would be able to provide the additional materials requested or if he would prefer the Board vote on a recommendation at the current meeting.

Mr. Perroy confirmed that the architect could provide additional perspectives for the May 9, 2016 ARB meeting.

Mr. McFarland said he would be interested in the perspective from the corner of Sophia Street and Lafayette Boulevard as well as further up Lafayette, closer to Caroline Street.

Dr. Barile said she thought the design was interesting, and a good combination of Craftsman and Colonial Revival elements. She said the fenestration pattern and relation of solids to voids was good, but that the design may be too elaborate given the historic industrial character of the area.

Ms. Pates said that developing a new project without green space is a negative and that overall the project was too tall.

The Board agreed to continue the discussion at the May 9 ARB meeting.

Dr. Barile made a motion to adjourn the meeting. Mr. Harris seconded. The motion carried unanimously.

ADJOURN

Meeting adjourned at 9:10 p.m.

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John Harris, ARB Chair

Minutes
Architectural Review Board
Supplementary Meeting

May 9, 2016
Room 218, City Hall
Fredericksburg, Virginia

Members Present	**Members Absent**	**Staff**
John Harris, Chair	John Van Zandt	Kate Schwartz
Sabina Weitzman, Vice Chair		
Susan Pates		
Jamie Scully		
Kerri S. Barile		
Kenneth McFarland		

Mr. Harris called the Architectural Review Board meeting to order at 6:33 p.m.

OPENING REMARKS

Mr. Harris determined that a quorum was present and asked if public notice requirements had been met. Ms. Schwartz stated that they had.

Mr. Harris noted that the meeting was to discuss legal matters with their attorneys, Greg Werkheiser and L. Eden Burgess, who were present.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Mr. Harris asked if any Board member had engaged in any *ex parte* communication on any item before the Board. No one indicated they had engaged in any *ex parte* communication.

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Harris asked if any Board member had a conflict of interest for any item before the Board. No one indicated they had a conflict of interest.

CLOSED SESSION

Mr. McFarland made a motion for a closed meeting to discuss legal matters related to *City Council of the City of Fredericksburg v. Architectural Review Board*, as allowed under the Virginia Freedom of Information Act, Code of Virginia Section 2.2-3711(A)(7). Ms. Pates seconded. Motion carried 6-0. Ms. Schwartz exited the meeting at this time.

Upon conclusion of the closed meeting, Ms. Weitzman made a motion to adopt a resolution certifying that the closed session had been properly conducted. Mr. Scully seconded. Motion carried 6-0.

ADJOURN

Upon a motion made and duly seconded, the meeting adjourned at 7:29 p.m.

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John Harris, ARB Chair

Motion for Closed Meeting Under
The Virginia Freedom Of Information Act

I move that the Architectural Review Board convene a closed meeting under the Virginia Freedom of Information Act, Code of Virginia Section 2.2-3711(A)(7) in order to discuss:

- **Legal Matters**
  - Consultation with legal counsel pertaining to actual or probable litigation, where such consultation in open session would adversely affect the negotiating or litigating posture of the Architectural Review Board, **OR**
  - Briefing by staff members or consultants, pertaining to actual or probable litigation, where such briefing or consultation in open session would adversely affect the negotiating or litigating posture of the Architectural Review Board.

The legal action is as follows: City Council of the City of Fredericksburg v. Architectural Review Board and NBB LLC

MOTION: Weitzman

SECOND: Scully

May 9, 2016
Supplementary Meeting
ARB Resolution 16-03

RE: CERTIFICATION OF CLOSED MEETING

ACTION: APPROVED: Ayes: 6; Nays: 0

WHEREAS, the Architectural Review Board of the City of Fredericksburg has this day adjourned into a Closed Meeting in accordance with a formal vote of the Board, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires the Architectural Review Board to reconvene in open session and to certify that such a Closed Meeting was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED that the Architectural Review Board of the City of Fredericksburg does hereby certify that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applies, and (ii) only such public business matters as were identified in the Motion by which the said Closed Meeting was convened were heard, discussed, or considered by the Architectural Review Board.

-Adjourned into Closed Meeting at	6:34 p.m.
-Adjourned out from Closed Meeting at	7:28 p.m.

Votes:
Ayes: Harris, Barile, Weitzman, Scully, Pates, McFarland
Nays: None
Absent from Vote: Van Zandt
Absent from Meeting: Van Zandt

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Staff's Certificate

I, Kathryn S. Schwartz the undersigned, certify that I am the Historic Resources Planner for the City of Fredericksburg, Virginia, and that the foregoing is a true copy of ARB Resolution 16-03 duly adopted at the Architectural Review Board meeting held May 9, 2016 at which a quorum was present and voted.

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Kathryn S. Schwartz

Minutes
Architectural Review Board

May 9, 2016
Council Chambers, City Hall
Fredericksburg, Virginia

Members Present	**Members Absent**	**Staff**
John Harris, Chair		Kate Schwartz
Sabina Weitzman, Vice Chair		Charles Johnston
Susan Pates		Phaun Moore
John Van Zandt		
Jamie Scully		
Kerri S. Barile		
Kenneth McFarland		

Mr. Harris called the Architectural Review Board meeting to order at 7:34 p.m.

OPENING REMARKS

Mr. Harris determined that a quorum was present and asked if public notice requirements had been met. Ms. Schwartz stated that they had.

APPROVAL OF AGENDA

Mr. Harris asked if there were any changes or additions to the agenda. There were no changes. Mr. Van Zandt made a motion to accept the agenda as presented. Ms. Weitzman seconded. The motion carried unanimously.

REVIEW OF MINUTES

Mr. Harris asked if there were changes to the meeting minutes from April 11, 2016. There were no changes. Mr. Van Zandt made a motion to approve the minutes as presented. Ms. Pates seconded. The motion carried unanimously.

Mr. Harris asked if there were changes to the supplementary meeting minutes from April 11, 2016. There were no changes. Mr. Scully made a motion to approve the minutes as presented. Ms. Weitzman seconded. The motion carried unanimously.

DISCLOSURE OF EX PARTE COMMUNICATIONS

Mr. Harris asked if any Board member had engaged in any *ex parte* communication on any item before the Board.

Dr. Barile said she had a brief conversation with Dana Herlong in reference to New Business, Item #2 – 425 William Street. She said Ms. Herlong had said she would be sending in a letter, but they did not discuss any details about the case.

Mr. Scully said he had a brief conversation with Dana Herlong in reference to New Business, Item #2 – 425 William Street. He said he had encouraged Ms. Herlong to provide written comments and attend the public hearing at the ARB meeting.

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Harris asked if any Board member had a conflict of interest for any item before the Board. No one indicated that they had a conflict of interest.

PUBLIC HEARING

I. Continued Cases

i. COA 2016-12 – 100 Hanover Street – Tommy Mitchell requests a Certificate of Appropriateness to:

- **Demolish the existing structures at 106 Hanover Street, 108 Hanover Street, and 718 Sophia Street**
- **Construct a new five-story masonry building. The building footprint will be 105 feet along Hanover Street and 155 feet along Sophia Street, with ground level parking.**

Ms. Schwartz informed the Board that Mr. Mitchell had requested that the item be continued. Mr. Van Zandt made a motion to table the application until the June 13, 2016 meeting. Ms. Pates seconded. The motion carried unanimously.

ii. COA 2016-16 – 1109 Caroline Street – Pamela McLeod Giegerich requests a Certificate of Appropriateness to construct a five feet six inch brick and block wall along the south side of the rear yard.

The applicant was not present. There was no public comment.

The Board briefly discussed the application.

Mr. Van Zandt made a motion to table the application until June 13, 2016 with the Board's recommendation to use brick rather than a stone composite material, and requested that the applicant provide a sample of the material to be used. Dr. Barile seconded. The motion carried unanimously.

II. New Business

i. COA 2016-17 – 1107 Caroline Street – Francis and Lois Carter request a Certificate of Appropriateness to retain a chain link fence, four feet in height, along the north side of the rear yard.

The applicants, Lois and Jeff Carter, were present. There was no public comment.
Mr. Scully asked why they chose chain-link for the material of the fence.

Mr. Carter said that due to the demolition of the wall at 1109 Caroline Street, the fence was a necessity to create a barrier.

Ms. Carter said the fence company had suggested the chain-link, black-coated fence. She said they felt the material was appropriate for the parking lot.

Ms. Pates asked if the fence would stay in place if the wall at 1109 Caroline Street was constructed.

Mr. Harris asked if the chain-link fence and the brick wall were compatible.

Mr. Carter said they could coexist and that if the wall were rebuilt, the fence would help protect it from cars.

The Board discussed the application.

Mr. Scully advised the applicants to work with the neighbors to come up with a compromise and suggested the installation of curb-stops to help protect the wall.

Ms. Weitzman made a motion to approve the existing chain-link fence at the rear of 1109 Caroline Street. Dr. Barile seconded. The motion carried unanimously.

ii. COA 2016-18 – 425 William Street – Michael Adams requests a Certificate of Appropriateness to install a wood fence, six feet in height, along the north property line.

Ms. Schwartz informed the Board that the applicant had requested to table the application until the June 13, 2016 meeting.

Mr. McFarland made a motion to table the application. Ms. Weitzman seconded. The motion carried unanimously.

iii. COA 2016-20 – 1317 Charles Street – Mario and LaVonne Alberti request a Certificate of Appropriateness to install a brick wall, four feet in height, along the north property line behind the house.

The applicant was present. There was no public comment.

Mr. Scully asked if there was a setback requirement.

Ms. Schwartz said there was not.

Mr. Scully made a motion to approve the brick wall as presented. Ms. Weitzman seconded. The motion carried unanimously.

iv. COA 2016-19 – 201-203 William Street – Dan Hebron requests a Certificate of Appropriateness for exterior alterations including:

- **Replacement of one window with a wood entry door on the William Street façade**
- **Replacement of the aluminum corner entry door with a wood door, sidelights, and transom**
- **Installation of new fabric awnings under the ground floor cornice overhang**
- **Replacement of the roof with synthetic slate roof shingles**

The applicant was present. There was no public comment.

Ms. Schwartz recommended that the Board discuss each item separately.

Roof

Mr. Scully made a motion to table the roof discussion until June 13, 2016. Ms. Weitzman seconded. The motion carried unanimously.

Mr. Scully complimented the applicant and made a motion to approve all other items as recommended by staff. Mr. Van Zandt seconded.

Dr. Barile expressed concern with the replacement of the corner entry door. She said that if the current aluminum doors were actually late 1940s, they would be character-defining features because they were directly related to the post-World War II modifications.

Mr. Scully withdrew his motion to approve all other items.

Awnings

Mr. Scully made a motion to approve the awnings as presented. Mr. McFarland seconded. The motion carried unanimously.

Façade

The Board discussed the 203 William Street façade. They questioned whether there was enough room for the door and sidelights as presented in the application.

The Board advised Mr. Hebron to verify the measurements and return with the proposal for the façade.

Mr. Scully made a motion to table the 203 William Street façade changes. Ms. Weitzman seconded. The motion carried unanimously.

Corner Entry Door

Mr. Scully said that he did not consider the corner entry a character-defining feature and made a motion to approve the replacement of the corner entryway as proposed. Mr. Van Zandt seconded.

Ms. Weitzman referenced Dr. Barile's earlier comments and said the corner entry was unique. She commented that it would be nice to retain the corner entry if practical.

The Board discussed possible accessibility issues.

Mr. Van Zandt said the new door configuration would be more favorable to ADA compliance.

The Board voted on Mr. Scully's motion to approve the replacement of the corner entryway. The motion carried 5-2 with Ms. Weitzman and Dr. Barile opposed.

v. COA 2016-21 – 400-402 William Street – Raymond Freeland requests a Certificate of Appropriateness to install 13 wall washers under the cornice on the William Street elevation for structural reinforcement.

The applicant was present. There was no public comment.

Mr. Freeland and the Board had a brief discussion about the project.

Ms. Weitzman made a motion to approve the installation of the wall washers as presented. Ms. Pates seconded.

Dr. Barile suggested that the wall washers be painted to match the building.

Ms. Weitzman accepted the friendly amendment. Ms. Pates seconded. The motion carried unanimously.

vi. COA 2016-22 – 209 Prince Edward – Jay Lewis requests a Certificate of Appropriateness for exterior alterations including:

- **Replacement of the exterior siding, windows, doors, and porch roof**
- **Construction of a one-story addition on the east side of the house**
- **Expansion of the front porch deck**
- **Installation of a four foot wood fence in front of the house and a six foot wood fence behind the house**

The applicant and contractor, Jay Lewis, and the property owner, Amy Ebitz, were present. There was no public comment.

Mr. Van Zandt advised the applicant to use smooth hardiplank. He said it was more appropriate for the neighborhood.

Ms. Weitzman suggested that they bring the walls in on the addition so that the roof overhang does not extend past the original roof.

Ms. Pates asked if they had considered replacing the siding on the original structure with wood rather than hardiplank.

Mr. Lewis replied that replacing the siding with wood would be considerably more expensive than the hardiplank. He said they were trying to keep the siding on the structure and addition consistent.

Mr. McFarland said the original siding was wood and referred to the ARB guidelines of replacing with original materials. He said he supported the rest of the application, but not the use of hardiplank siding on the original structure.

Mr. Scully made a motion to approve the application in accordance with the staff report and with the following recommendations: consider a picket fence in the front rather than a vertical board fence, pull the side walls of the addition in, and use smooth hardiplank siding on the entire structure. Dr. Barile seconded. The motion carried 5-2 with Mr. McFarland and Ms. Pates opposed.

vii. COA 2016-23 – 106 George Street – Shawn Phillips requests a Certificate of Appropriateness to paint a mural on the northeast corner of the Spencer Devon Brewery building.

The applicant was present.

Theron Keller, of 1108 Winchester Street, spoke in favor of the mural.

Mr. Phillips presented a sample of the brick. The brick had been painted and a portion of the paint had been removed.

Mr. Phillips and the Board briefly discussed the application.

Mr. Van Zandt made a motion to approve the mural as presented. Mr. McFarland seconded. The motion carried unanimously.

OTHER BUSINESS

I. Transmittal of Planning Commission agenda.

Ms. Schwartz distributed the Planning Commission agenda to the Board.

II. Recommendation to the Planning Commission for Van Perroy's Special Exception Application.

Ms. Schwartz reviewed staff's recommendation to the Planning Commission.

Mr. Perroy reviewed the changes to the application that had been made after consideration of the ARB's previous comments.

After discussion, the ARB members stated that:

- The membership was generally in favor of the density special exception as long as the architecture could be made to fit into the surrounding context.
- The main architectural concern was about the mass and scale of the townhomes along Sophia.
- The site layout is generally acceptable. Adding units mid-block is an accepted way to add density in the downtown.
- Mr. McFarland was not in favor of permitting the demolition of the existing apartment buildings. Dr. Barile said she would consider demolition if the conditions were appropriate. Ms. Pates said she wanted more information before making a decision on the demolition. However, it was noted that the ARB previously approved demolition of the buildings in 2009.

III. Review of draft changes to the ARB bylaws.

Ms. Schwartz reviewed the draft changes to the bylaws.

The following items were suggested:
- Supplemental meetings are held as needed on the 4th Monday of the month.
- Change to an earlier time for the ARB meeting.
- Add that during a vote, abstaining would count as a negative vote (Robert's Rules of Order).

ADJOURN

Mr. Van Zandt made a motion to adjourn. Ms. Weitzman seconded. The motion carried unanimously.

Meeting adjourned at 9:50 p.m.

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John Harris, ARB Chair

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for new construction at 100 Hanover Street

ISSUE

Tommy Mitchell requests a Certificate of Appropriateness to:

- Demolish the existing structures at 106 Hanover Street, 108 Hanover Street, and 718 Sophia Street
- Construct a new five-story masonry building. The building footprint will be 105 feet along Hanover Street and 155 feet along Sophia Street, with ground level parking.

RECOMMENDATION

Continuation of the application to July 11, 2016

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

City Code Section 72-23.1 D(1)

(1) New construction. No building or structure shall be erected or reconstructed within the HFD, unless approved by the ARB as being architecturally compatible with the historic landmarks, buildings, structures and areas located therein. The ARB shall, in making its decisions, consider the characteristics of a proposed building or structure as they affect and relate to the district, including the following elements:
   (a) Site planning (continuity of street edge, spacing between buildings, fences and walls, parking);
   (b) Building scale (size, height, facade proportions);
   (c) Building massing (form, roof shape, orientation);
   (d) Roof (shape, pitch, overhang, dormers, skylights, chimneys);
   (e) Windows (type, shape and proportion, rhythm and balance, blinds/shutters);
   (f) Doorways (placement and orientation, type);
   (g) Storefronts (materials, architectural details);
   (h) Exterior architectural elements (entrances, porches and steps, cornices);
   (i) Materials (wall surfaces, foundation, roof); and

Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities).

BACKGROUND

As of June 2016, architect James McGhee has joined the project team to revise the design of the new construction planned for 100 Hanover Street. Proposed design modifications include reduction of the

fourth and fifth stories, a reduction in the number and size of balconies, and variations in the wall surface and massing to reduce the visual impact of the structure. New drawings have not been provided to staff at this time.

Attachments:

1. Aerial photograph showing property location
2. Staff report from March 4, 2016

AERIAL

EXISTING SITE

Item #5

TO: Architectural Review Board
FROM: Erik F. Nelson, Senior Planner EFN
DATE: 4 March 2016
RE: **106 and 108 Hanover Street – Demolition**
718 Sophia Street – Demolition
100 Hanover Street – New Construction

Thomas Mitchell requests a Certificate of Appropriateness for demolition of 106 and 108 Hanover Street, demolition of 718 Sophia Street, and for new construction at 100 Hanover Street. This project was considered by the Board as well as the City Council in 2013.

On May 13, 2013, the Board approved demolition of all three buildings and then approved the site planning and the scale and massing of a five-story mixed-use building. After this initial Board action, the City Council considered and granted a Special Exception to exceed the 50 height limit by six feet, to increase the residential density (to account for donation of an easement for a wider alley), and to modify the required commercial component (because of floodplain issues). The City Council also granted Special Use Permits for construction in the floodplain and for a mixed-use building of the proposed size.

On October 14, 2013, following the City Council's approvals, the applicant returned to the Board and received approval for the architectural details of the new building. The Special Exception and the Special Use Permits issued by the City Council remain valid and run with the land. Only the Board's approvals need to be renewed.

As was done initially, the Board should consider demolition of the three existing buildings and then proceed to review of the new construction.

Demolition of 106 and 108 Hanover Street and of 718 Sophia Street

The criteria for considering the appropriateness of demolition is contained in Section 72-23.1.D.(2) of the City Code, as follows:

1. **The architectural significance of the buildings –**
    - 106 and 108 Hanover Street are connected, one-story, flat-roof, concrete-block, commercial buildings. The facades, with their stepped parapet walls, exhibit an Art Deco influence. Their period of construction is c. 1930.
    - 718 Sophia Street is a two-story, wood frame structure covered with corrugated metal. Its period of construction is c. 1935.
    - The City's 2006 architectural survey notes that a roughly five-block area of Sophia Street includes a range of vernacular commercial buildings, constructed from

the 1930s to the 1950s. They are/were simple, utilitarian buildings. Most are small and indistinct and do not have any particular architectural significance. As a group, however, they reflect the architectural trends of the interwar and post-war periods as well as the development patterns along this historically semi-industrial waterfront neighborhood. All three buildings are identified as contributing to the Historic District.

2. **The historical significance of the buildings -**
   - As noted in the 2006 architectural survey, these buildings reflect the utilitarian uses of the Fredericksburg riverfront. The river has been a route for commerce, been diverted to power local industries, and has also been a dumping place for all manner of industrial and organic waste. The buildings are not associated with significant events or people.
3. **Whether the buildings are linked, historically or architecturally, to other buildings or structures, so that their concentration or continuity possesses greater significance than the particular buildings individually -**
   - As noted in the 2006 architectural survey, these commercial buildings are not individually significant, but rather are an assemblage that represents the uses of the riverfront in the early twentieth century. A trend toward environmental values that began in the 1960s, however, has altered public policy related to natural resources such as the river and resulted in ambitious plans for a riverfront park that will highlight the entire span of the City's history along the river. A public park highlighting the river as a resource is a departure from the historical use of the river as a receiving stream for waste products. Components of this assemblage of small commercial buildings have been removed over the past 25 years, to allow for a riverfront recreational amenity to be developed.
4. **The significance of the buildings or their proposed replacement in furthering the goals of the Comprehensive Plan -**
   - The overall plan for the Sophia Street corridor is for an open riverfront on the east (river) side of Sophia Street and redevelopment along the west (dry) side of Sophia Street. The Comprehensive Plan (2015) includes the following statement: "[A] riverfront park is being designed for 3 acres of City-owned land between Hanover and Wolfe Streets. The concept for the road corridor is to encourage development on the west side of the street, while leaving the east side open (p. 117)." The Comprehensive Plan contains policies related to preserving historic resources, but the City has engaged in a judicious removal of obsolete buildings in this area to meet its other public policy goals.
5. **The condition and structural integrity of the buildings -**
   - The buildings at 106 and 108 Hanover Street are in reasonably good shape. The building at 718 Sophia Street is intact, but is more of a large shed than viable commercial space. The condition of the buildings is not a factor in this request for demolition.
6. **Effect on surrounding properties -**
   - The justification for seeking demolition approval is to clear these lots to accommodate a proposed 18-unit condominium project, with all related parking provided on-site on the first level. There will also be commercial space on Hanover

Street. The City seeks this type of development as a means to redevelop the Sophia Street corridor and to continue to revitalize its downtown.

7. **Inordinate hardship -**
    - This request for demolition does not claim an inordinate hardship.

Recommendation

The buildings at 106 and 108 Hanover Street and 718 Sophia Street have limited architectural value. Their historical value has been as components of an early twentieth century assemblage, but that assemblage also has limited economic value. The community has spent the past 30 years developing riverfront park plans, acquiring the land to accommodate a park, and removing buildings to prepare for park development and revitalization of the 600-800 blocks of Sophia Street. Staff finds that removal of the buildings at 106 and 108 Hanover Street and at 718 Sophia Street is consistent with adopted public policy and recommends approval of their removal.

New Construction at 100 Hanover Street

The applicant proposes to construct a five-story mixed use structure. The bottom floor will provide all required parking on-site and also have street level commercial space along Hanover Street. The upper four floors will consist of 18 condominiums and support spaces. In August 2013, the City Council approved a Special Exception for the 56 foot height, an increase in the residential density (to account for donation of an easement for a wider alley), and a modification of the required commercial component (because of floodplain issues). The City Council also granted Special Use Permits for construction in the floodplain and for a mixed-use building of the proposed size.

In reviewing new construction within the Historic District, the Board adheres to the following sequence:

- **Site Planning**
    - The construction site is at the corner of Hanover and Sophia Streets, extending 160 feet along Sophia Street and 116 feet along Hanover Street. There is a 15-foot wide alley behind this property that will be expanded to a 20-foot width, to enhance access by fire-fighting equipment. The Special Use Permit granted hy the City Council carries the condition that the owner undertake an archaeological investigation of the site, to begin with a Phase I investigation, with the potential tp expand to a Phase II investigation.
- **Scale and Massing**
    - The new building will be 56 feet high, but its massing is broken up by significant modulation of the wall planes and stepping back portions of the fourth and fifth floors. The height limit for this site is 50 feet so the City Council has granted a Special Exception to allow for the additional 6 feet. This Special Exception (which has no expiration date) recognizes that downtown Fredericksburg is locat-

ed on a series of terraces, where the topography can absorb the mass of substantial buildings.

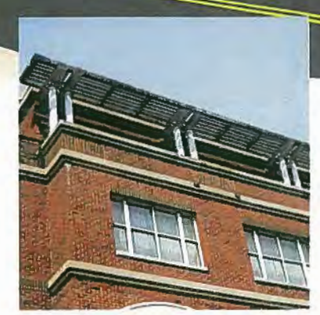
- **Windows and Doors**
  - The fenestration, separate from the storefronts, will consist of Anderson units, with aluminum exteriors and wood interiors. Some Board members had previously expressed concern that the amount of glass might be inappropriate to the historic context. The response was that the Hanover Street side of the building, which is the front of the building, reflects the ratio of solids to voids and the rhythm and balance of the fenestration of nearby historic buildings on Caroline Street. The Sophia Street elevation is a side elevation and though there is more glass, the modulation of the walls and the use of solid side walls ensure that an observer will see more brick than glass from most any angle. In addition, the windows on the primary wall planes are smaller units, to reflect an appropriate ratio of solids to voids, and will also be white, to give them visual definition. The French doors and surrounding glass walls will provide critically needed light to the residential units, but are set back from the primary wall planes and will also have a dark terratone finish, which will obscure their visual presence.
- **Storefronts**
  - The storefronts will be aluminum, with a terratone finish that matches the top floor windows. The finish will be Kawneer Medium Bronze.
- **Exterior Architectural Elements**
  - Entrances – There are two storefronts on Hanover Street, as well as an entryway for the residential units. The residential entry is deliberately understated, leaving the visual emphasis on the commercial components. The openings into the parking area that front on Sophia Street have been configured to relate to the fenestration of the upper stories, as much as possible. The garage openings will have woven metal screens, with a Kawneer Medium Bronze finish. The garage doors will have metal gates.
  - Porches – There are prominent balconies for each of the residential units, which is part of the significant modulation that breaks up the building massing.
  - Cornices – The Hanover Street side of the building has a strong cornice at the fourth story, to relate the façade to Caroline Street. The opposite (south) end of the building has the same feature in the same location. Along Sophia Street, there will be a strong cornice at the fourth story, but some of the fourth floor is set back from the front wall plane. Another cornice will cap the third story, which will provide for visual continuity along Sophia Street.
- **Materials**
  - Wall surfaces – The upper stories will be clad in brick and include an accent brick.
  - Foundation – The first story will be clad in a smooth stone, with an accent of split stone.
  - Roof – The roof will be flat and not visible.
- **Miscellaneous Details**
  - Trim – The window arches and the cornices will be a pre-cast material, consistent with the first story stone. The columns on the alley side of the building will be composite or aluminum clad units, with a finish that matches the railings.

- Gutters – There will be no visible gutters.
- Mechanical units – The roof top mechanical units will not be visible from the ground.
- Lights – Light fixtures will be placed along Hanover and Sophia Streets. They will be copper units with either a gas light or a flickering electric light.

Staff finds the proposed new construction to he architecturally compatible with the historic aspects of the Historic District and recommends renewal of the approval given in 2013 for the submitted drawings.

SITE CONTEXT BUILDINGS

ONE HANOVER CONDOMINIUMS



INSPIRATION PHOTOS
(Charleston, SC)

FOR FREDERICKSBURG ARB USE ONLY. NOT FOR CONSTRUCTION

nbj ARCHITECTURE
A Professional Limited Company
Grove Park Square
11537-B Nuckols Road
Glen Allen, VA 23059
☎ (804) 273-9811 fax: (804) 273-9843

PROJECT:
ONE HANOVER CONDOMINIUMS
FREDERICKSBURG, VA

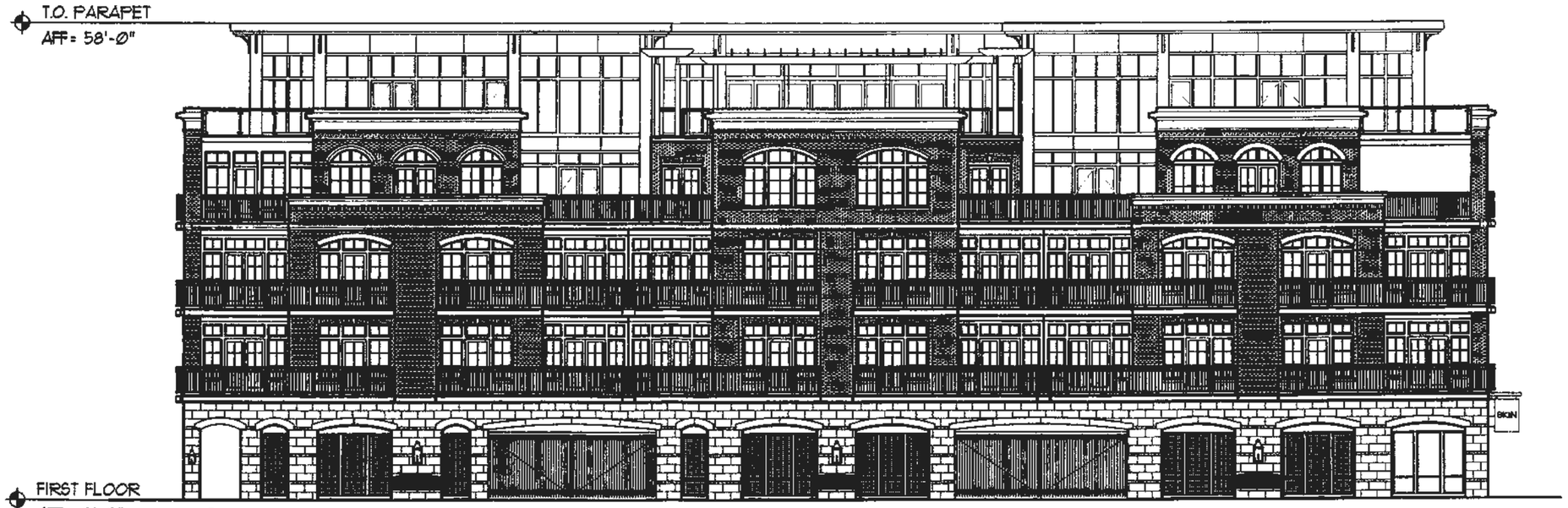
PC: -

SEPT 27, 2013

REVISIONS	
NO.	DATE

DWG. NO.
A0
FCSP-ARB.DWG

A1 HANOVER STREET ELEVATION
SCALE: 1/16" = 1'-0"



A1 SOPHIA STREET ELEVATION
SCALE: 1/16" = 1'-0"

BASIS OF DESIGN FINISHES

- FIELD BRICK CAROLINA CERAMICS CHERRY SMOOTH
- FIELD BRICK CAROLINA CERAMICS BURGANDY SMOOTH
- ARRISCRAFT RENISSANCE SMOOTH OAK RIDGE
- ARRISCRAFT RENISSANCE SPLIT OAK RIDGE
- METAL PANELS TO MATCH KAWNEER MEDIUM BRONZE

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PROJECT:
ONE HANOVER CONDOMINIUMS
FREDERICKSBURG, VA

PC: -

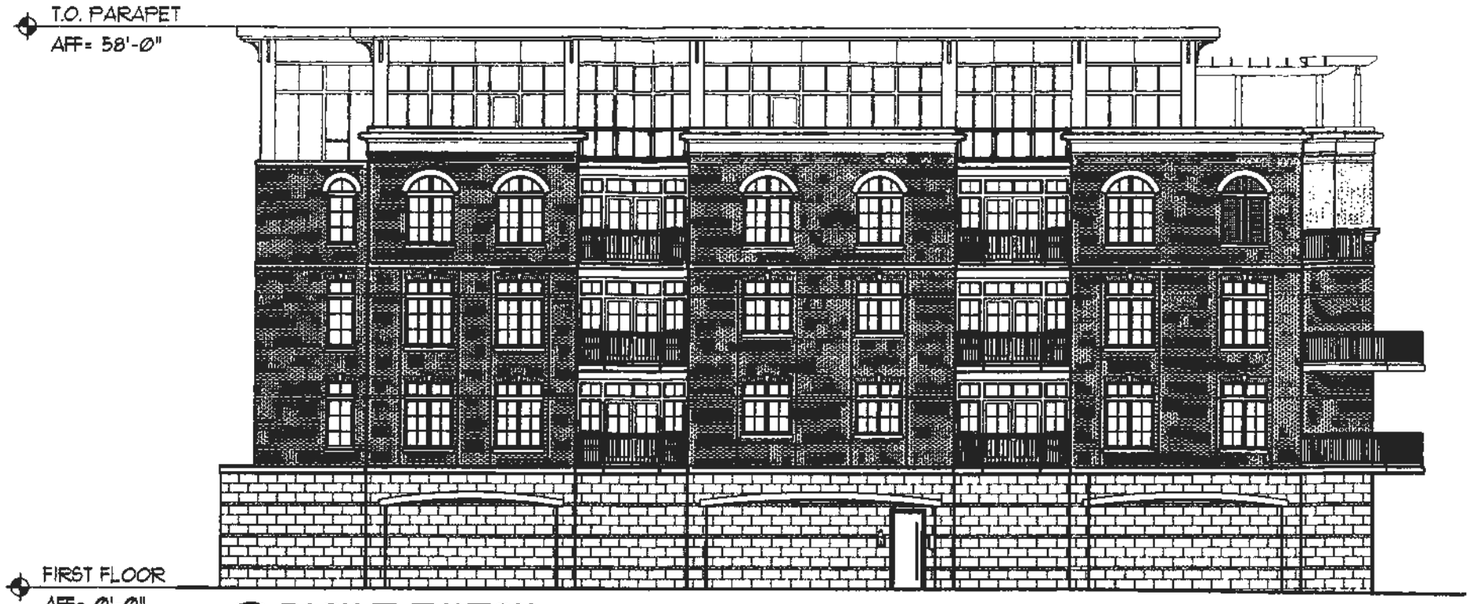
ELEVATIONS

SEPT 27, 2013

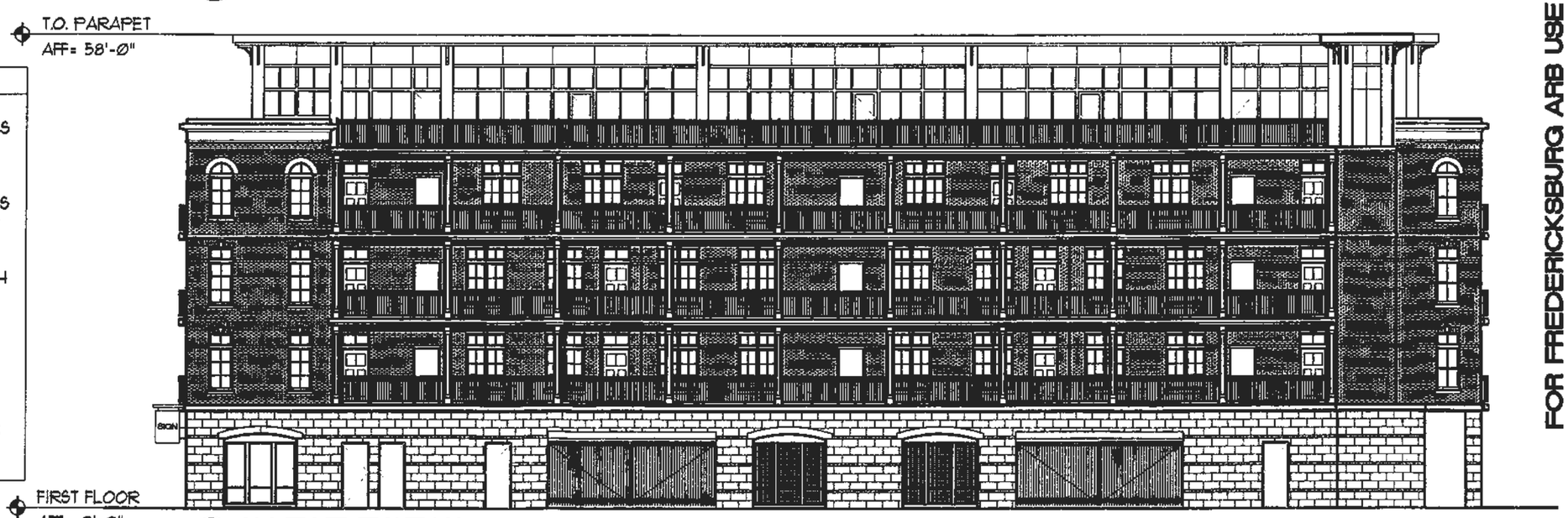
REVISIONS	
NO.	DATE

1/16"=1'-0"

DWG. NO.
A1
FCSP-ARB.DWG



A2 BACK ELEVATION
SCALE: 1/16" = 1'-0"



A2 ALLEY ELEVATION
SCALE: 1/16" = 1'-0"

BASIS OF DESIGN FINISHES

- FIELD BRICK CAROLINA CERAMICS CHERRY SMOOTH
- FIELD BRICK CAROLINA CERAMICS BURGANDY SMOOTH
- ARRISCRAFT RENISSANCE SMOOTH OAK RIDGE
- ARRISCRAFT RENISSANCE SPLIT OAK RIDGE
- METAL PANELS TO MATCH KAWNEER MEDIUM BRONZE

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PROJECT:
ONE HANOVER CONDOMINIUMS
FREDERICKSBURG, VA

PC: -

ELEVATIONS

SEPT 27, 2013

REVISIONS	
NO.	DATE

1/16"=1'-0"

DWG. NO.
A2
FCSP-ARB.DWG

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: April 11, 2016
SUBJECT: Certificate of Appropriateness for exterior alteration at 1109 Caroline Street

ISSUE

Pamela McLeod Giegerich requests a Certificate of Appropriateness to construct a five feet six inch tall brick and block wall along the south side of the rear yard.

RECOMMENDATION

Approval of the Certificate of Appropriateness on condition that the wall be constructed of rusticated concrete block with simple concrete or stone caps for the walls and columns.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Site Planning – Fences and Walls, Construction Guidelines (Historic District Handbook, pg.72)

1. Fence and wall materials and design should relate to those found in the neighborhood. Chain-link fences are generally not recommended.
2. Old fencing should be removed before a new fence is installed.
3. Fences between adjoining commercial and residential areas should be of a design that relates to the residential area.

BACKGROUND

At the May 9, 2016 ARB hearing, the Board continued this request so that the applicant could provide additional information regarding the proposed materials, wall width, and construction details. Staff received the following updated information:

- The wall will be 25 feet in length, built on the existing footer
- The wall will be 4 feet 8 inches in height, with three 5 foot 4 inch columns placed at either end and in the center.
- The wall will be 12 ½ inches in depth, constructed of 8 inch concrete block, faced with 2 ¼ inch brick or stone on both sides
- The columns will be 16 inches square
- The wall and columns will be capped with slate, 2 inches thick

The chain link fence at the neighboring 1107 Caroline Street property was approved at the May 9 ARB hearing. Due to the proximity of this fence, the applicant will not be able to face the proposed wall where the two fences meet. Staff recommends using a rusticated concrete block to eliminate the need for a facing material.

Findings from the April 11, 2016 staff memorandum:

The structure at 1109 Caroline Street is a c.1850 vernacular Greek Revival-style commercial building. Two stories in height and constructed of stucco-clad masonry, the roof is covered in standing seam metal with a small pediment and molded cornice above the storefront entry. This structure is identified as contributing to the historic district. The applicant proposes to erect a concrete-block wall faced with either brick or a stone composite material along the south property line in the property's rear yard. A block wall previously existed in this location, but was damaged and removed.

The neighboring property owners at 1107 Caroline Street erected a chain-link fence along this property line without approval. They have submitted an application requesting to retain this fence, and their application will be considered at the ARB's May 9 hearing. The new wall will be minimally visible from both Caroline Street and from Amelia Street. The wall will begin at the southeast corner of the primary structure and extend for 25 feet along the south property line. The design consists of three (3) piers, 5 feet 6 inches in height, with 4 feet 8 inch tall sections of wall running between the piers. The wall will be constructed of concrete block and faced with either brick or a stone composite depending on material availability. Both facing materials are compatible with the character of the historic district and would not adversely affect the historic character of the property or the district. Staff finds that the proposed wall meets the standards and guidelines for the historic district.

APPROVAL CRITERIA

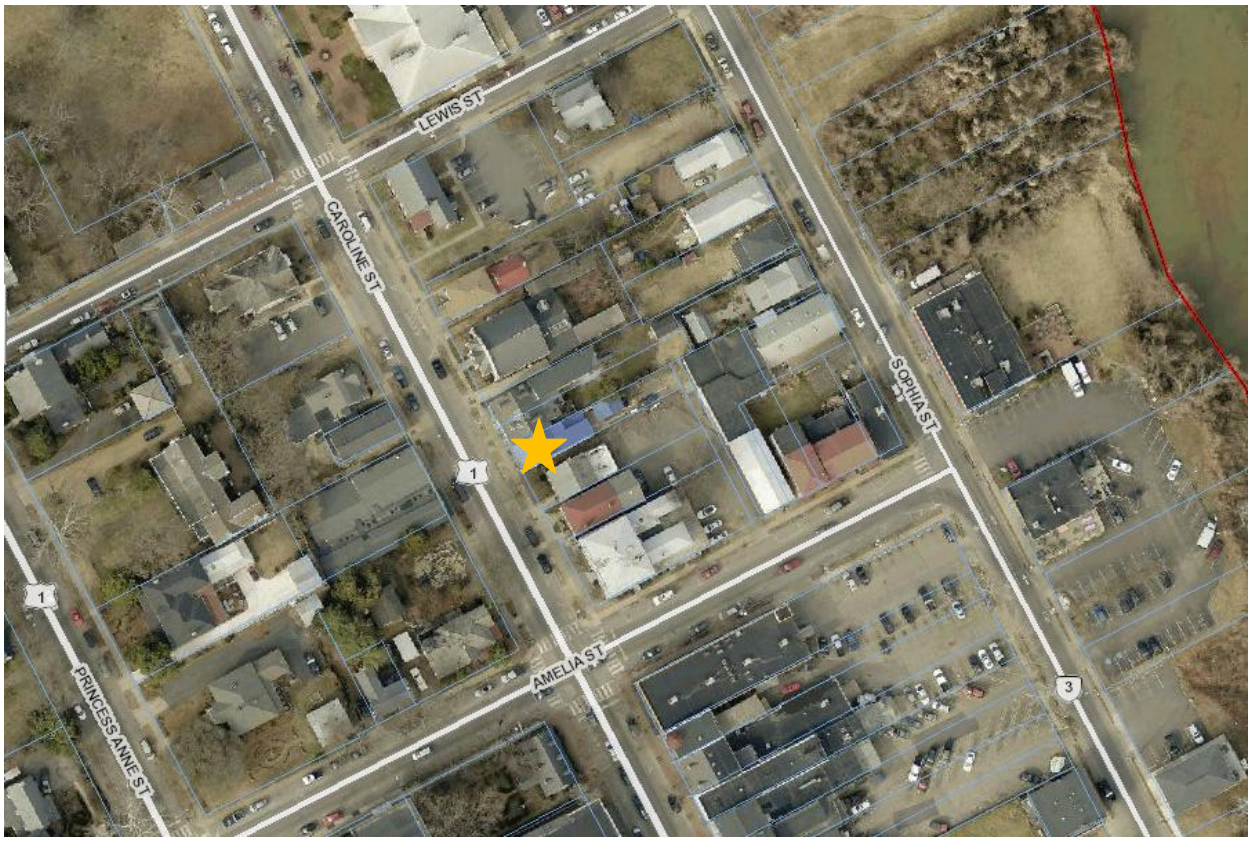
Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence

			of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
X			(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Attachments:

1. Aerial photograph showing property location
2. Photograph, view of wall location from Caroline Street
3. Photograph, view of wall location from Amelia Street
4. Plans, wall location provided by applicant
5. Plans, wall design provided by applicant
6. Photographs, site prior to wall removal
7. Photographs, sample materials

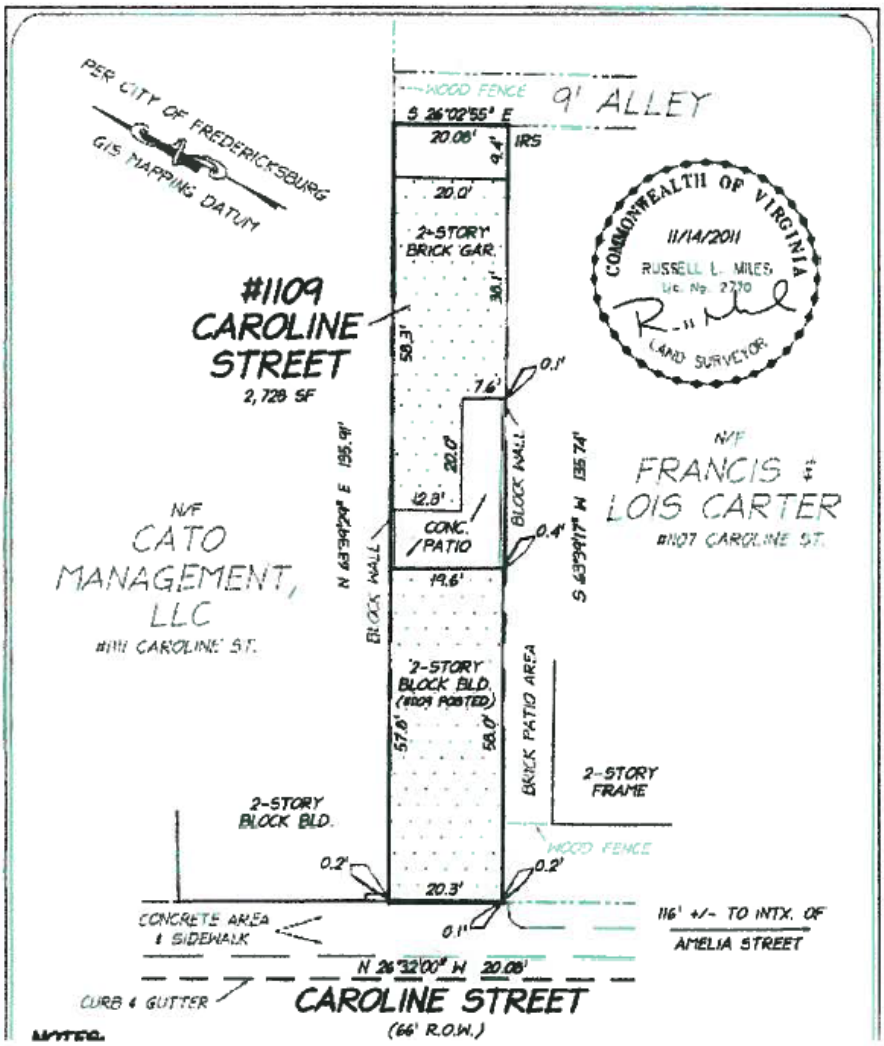


AERIAL

WEST (FRONT) ELEVATION

View from Caroline Street, looking east
Arrow shows the location of the proposed wall

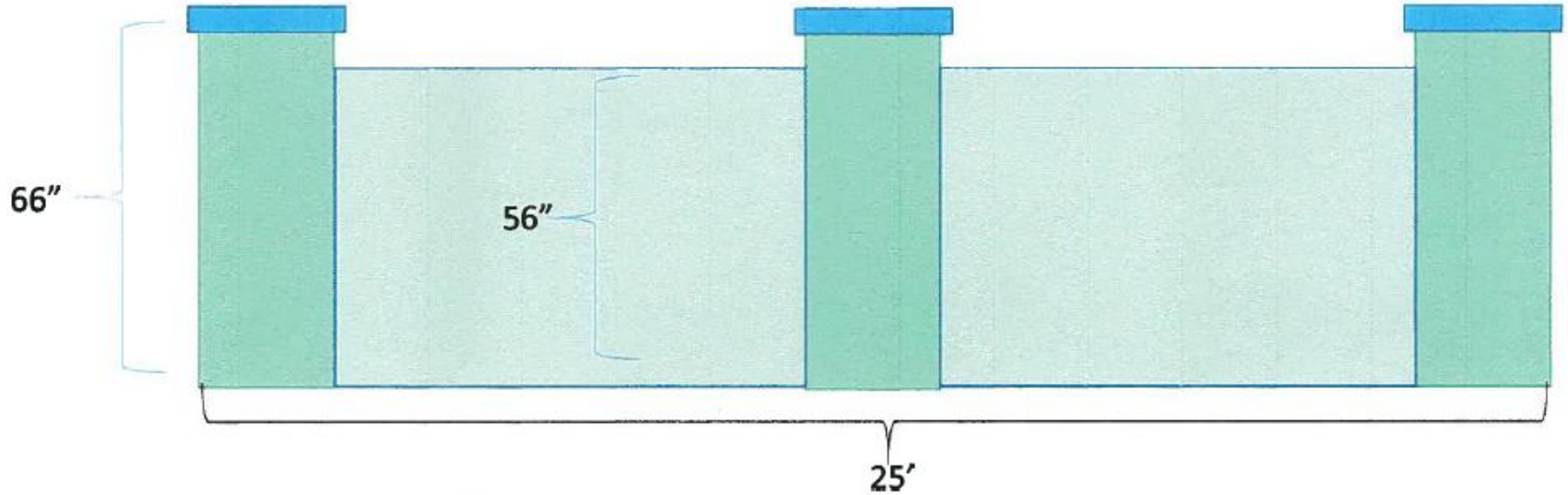
View from Amelia Street, looking north
Arrow shows the location of the proposed wall



Plat provided by the applicant.
Proposed wall will be constructed in the same location as the previous "Block Wall."

Concept photo, provided by applicant

Sketch of Wall - Sideview



Sample Materials

Brick

Stone composite

COA 2016-16

Previous Wall

Site Prior to Chain Link

Examples of stone composite material submitted by applicant.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for exterior alterations at 201-203 William Street

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ISSUE

Dan Hebron requests a Certificate of Appropriateness for exterior alterations including:

- Replacement of one window with a wood entry door on the William Street façade
- Replacement of the aluminum corner entry door with a wood door, sidelights, and transom
- Installation of new fabric awnings under the ground floor cornice overhang
- Replacement of the roof with synthetic slate roof shingles

RECOMMENDATION

- Approval of the Certificate of Appropriateness for replacement of one window with a wood entry door on the William Street façade

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Roofs (pg. 79)

Maintenance and Repair

8. Avoid replacing roofs with a substitute material that does not convey the same visual appearance as the historic roof. If replacement of a roof is not technically or economically feasible, the substitute material should convey the same visual appearance as the original roof as much as possible.

Storefronts (pg. 92)

Maintenance and Repair

1. Retain and repair all elements, materials, and features that are original to the storefront or are sensitive remodelings.
2. Consider restoring any original window opening that has been covered, filled in, or altered.

Construction Guidelines

1. If feasible, return a storefront to its original configuration by restoring as many original elements as possible, including windows, cornice, and decorative details. This work should be based on pictorial research and exploratory demolition that has determined the original storefront design and condition. If reconstruction is not possible, any new storefront design should respect the character, materials, and design of the building.

Awnings (pg. 119)

1. Awnings should be placed to enhance rather than obscure architectural elements.

3. The size, type, and placement of awnings should not interfere with signs or distinctive architectural elements.
4. Coordinate colors and patterns with the color scheme of the building.

BACKGROUND

Update 06/03/2016

At the May 9, 2016 hearing of the ARB, authorization was granted to replace the aluminum corner entry door with a wood door, sidelights, and transom, and to install fabric awnings under the ground floor cornice overhang.

Two components of the application were continued to the **June 13, 2016** ARB hearing:

- Replacement of one window with a wood entry door on the 203 William Street façade. Please provide measurements for the existing opening in the brick to determine if the proposed sidelights and door will fit or if the opening will require expansion.
- Replacement of the roof with synthetic slate roof shingles. Please provide additional details on the proposed replacement materials, where they will be used, and whether or not repair of the existing slate is feasible.

The applicant has provided additional documentation to show that the proposed entry door will fit into the existing window opening on the 203 William Street façade. The applicant has withdrawn the request to replace the roof with synthetic slate.

From the 05/09/2016 staff memorandum:

The building at 201-203 William Street was originally constructed as two separate structures. The corner portion at 201 William was built c.1822 and is two-and-one-half stories in height, constructed of brick laid in Flemish bond, topped by a slate-clad front-gabled roof. The building at 203 William was constructed c.1825, also constructed of brick laid in Flemish bond, topped by a slate-clad side-gabled roof. The second structure is also two-and-one-half stories in height, though the story heights are shorter and the overall building height is shorter than the corner structure.

The corner structure was originally built as Hall's Apothecary by John B. Hall. The second building was used as a grocery store, then a "tinner's shop" before reverting to a grocery store once again. Dr. W.L. Bond, originally of South Carolina, purchased the business from the Hall family in 1907, and then purchased the two parcels in 1915. Originally separated by a gap of approximately four feet, Dr. Bond demolished the walls between the two buildings to create a continuous interior space and filled in the gap in the facades to create a solid exterior wall. The store, known as Bond's Drug Store, featured a soda fountain towards the rear of the smaller building, and a toy store on the second floor.

The property was sold to Gus Rangos in 1946. At this time, the front door and two windows on the first floor of the 203 building were removed, with the current display window installed later. The store became affiliated with the Rexall drug chain, and was known as Bond's Rexall Drugs. The business closed in 1964. A number of businesses were housed in the property between 1967 and the present, with "Cards and Cones" as the most recent. The location and detailing of the second-story windows and gable-end attic window appear unchanged, though the four-foot brick infill section between the two structures once

had windows on the first and second floors. Early 20th-century photos show two-over-two windows on the upper floor of the corner structure; the current windows are six-over-six wood windows.

The first-floor storefront has been significantly altered. The earliest known photos, dating to the early 20th century after the conversion to Bond's Drug Store, show arched windows and doors on the ground floor aligning with the upper-story windows. An Italianate cornice divided the first and second floors on the William Street elevation. Based on pictorial evidence, the corner entry was most likely installed between 1946 and 1950, corresponding with the conversion to Bond's Rexall Drugs. A c.1950 image shows the corner entry and plate glass display windows. The Colonial Revival storefront details, including cornice, multi-light fixed windows, shutters, and trim appear to have been installed sometime after the 1950 image, but before the establishment of Fredericksburg's Historic District in 1972.

The applicant proposes several exterior alterations:

- The display window centered in the 203 William Street elevation will be replaced with a half-glazed, two-panel wood entry door with sidelights and transom to fit the existing opening in the brick. The existing display window is not a contributing feature of the building, and a door was historically placed in approximately this location. Staff finds that this alteration reflects the original configuration of the property and is compatible with the character, materials, and design of the structure.
- The aluminum corner entry paired doors will be replaced with a single glazed wood door, sidelights, and transom. It is unknown if the existing doors are original to the c.1946-1950 corner entry configuration. The proposed design maintains the existing entry and is compatible with the character, materials, and design of the structure. The alteration is compatible with the character of the Historic District.
- New fabric awnings with loose six-inch deep valances and open corners will be installed between the pilasters and beneath the cornice, over the display windows on the 201 William Street building. Awnings were previously installed over these display windows, as shown in the c.1950 photograph. The placement, design, material, and color of the proposed awnings are compatible with the historic character of the structure and the District.
- If repair of the existing slate roof is not feasible, the roof will be replaced with synthetic slate shingles. In the National Park Service's *Preservation Brief 29: The Repair, Replacement, and Maintenance of Historic Slate Roofs*, the author states, "If 20% or more of the slates on a roof or roof slope are broken, cracked, missing, or sliding out of position, it is usually less expensive to replace the roof than to execute individual repairs. This is especially true of older roofs nearing the end of their serviceable lives." It is likely that the current roof dates to the original construction of the buildings and has been in place for 191 to 194 years. Synthetic slates have been used successfully within the district; however, staff recommends continuing this request to allow the applicant to provide additional information on the proposed material.

APPROVAL CRITERIA

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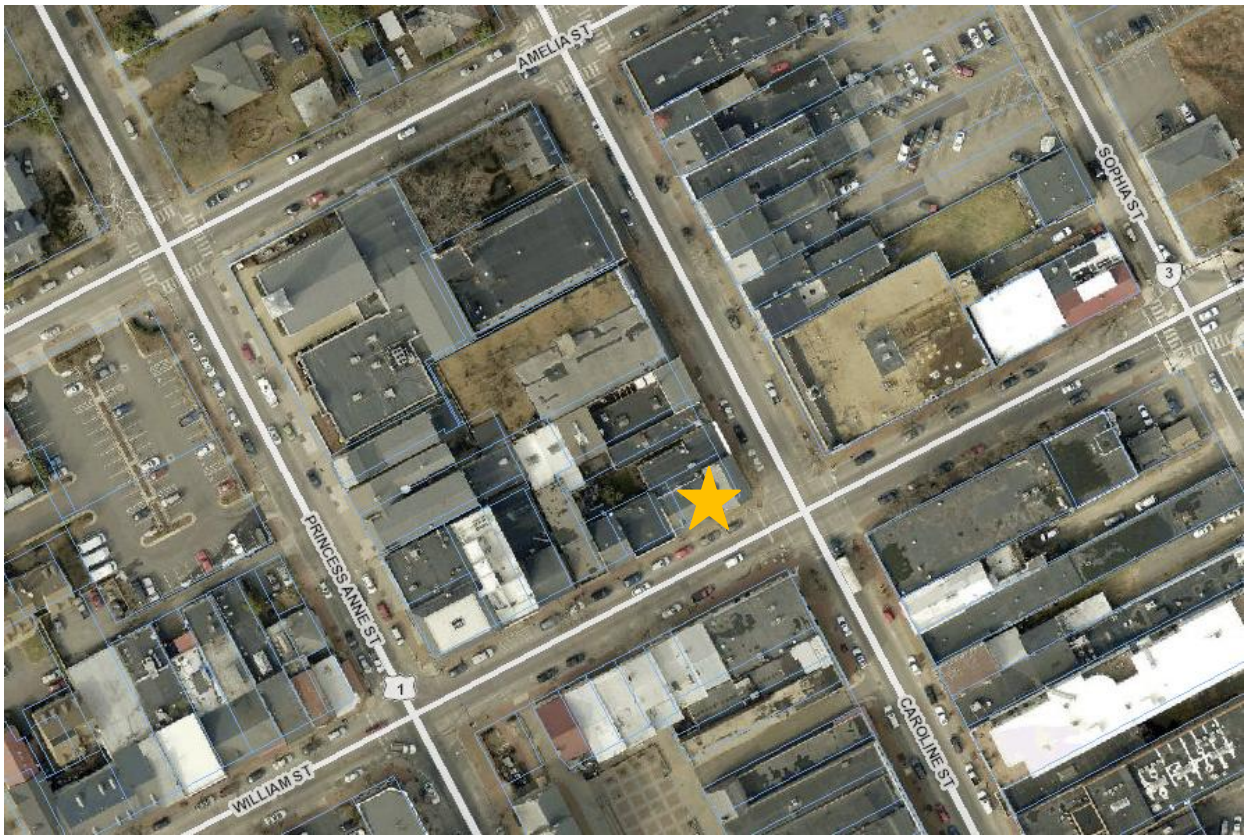
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
X			(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
X			(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

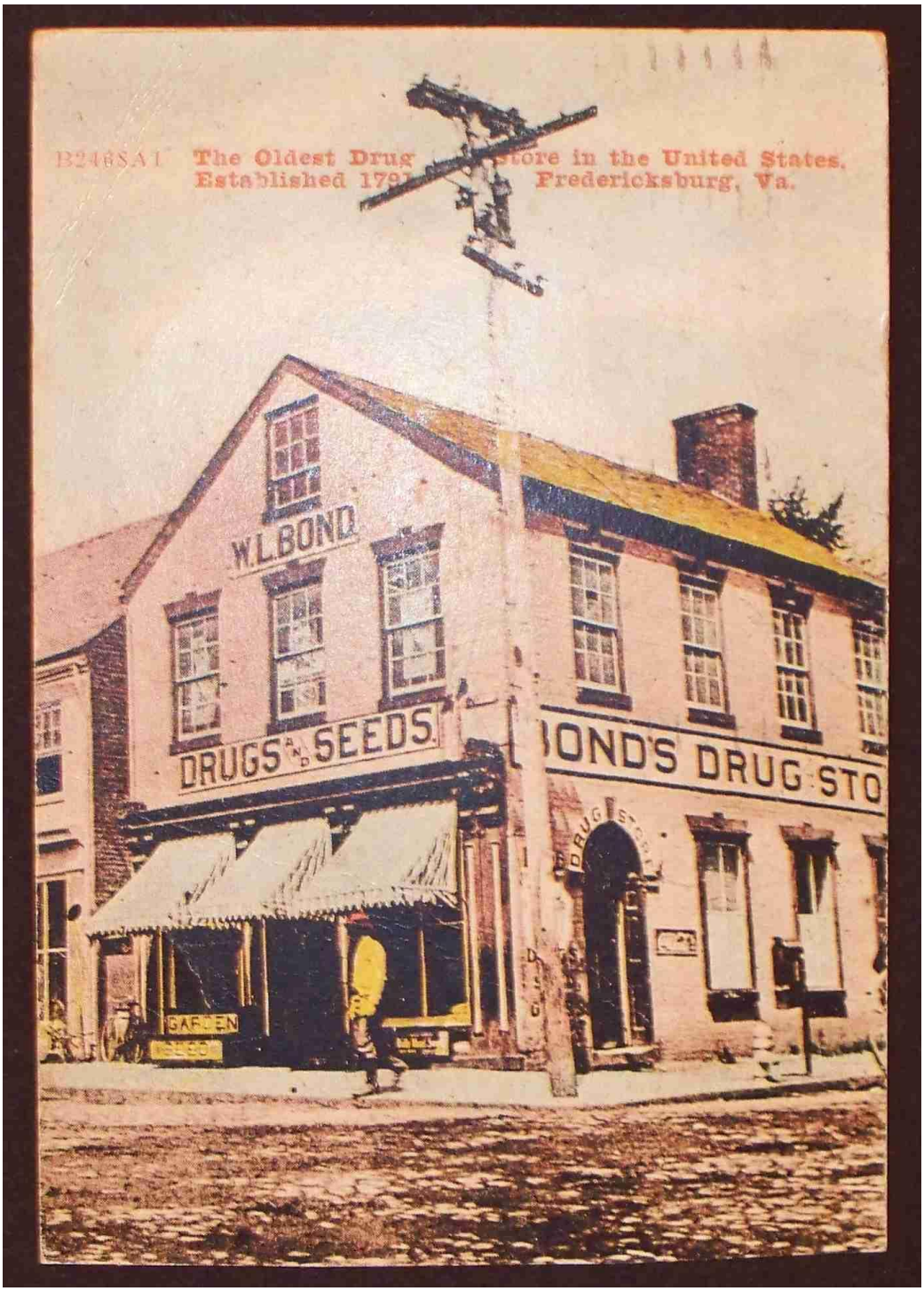
Attachments:

1. Aerial photograph showing property location
2. Postcard, c.1907, Bond's Drug Store
3. Photograph, c.1924, Bond's Drug Store at the corner of Main (Caroline) and Commerce (William) Streets and Photograph, c.1950, Bond Rexall Drugs
4. Design Plans provided by applicant



AERIAL

SOUTH/ WILLIAM STREET ELEVATION

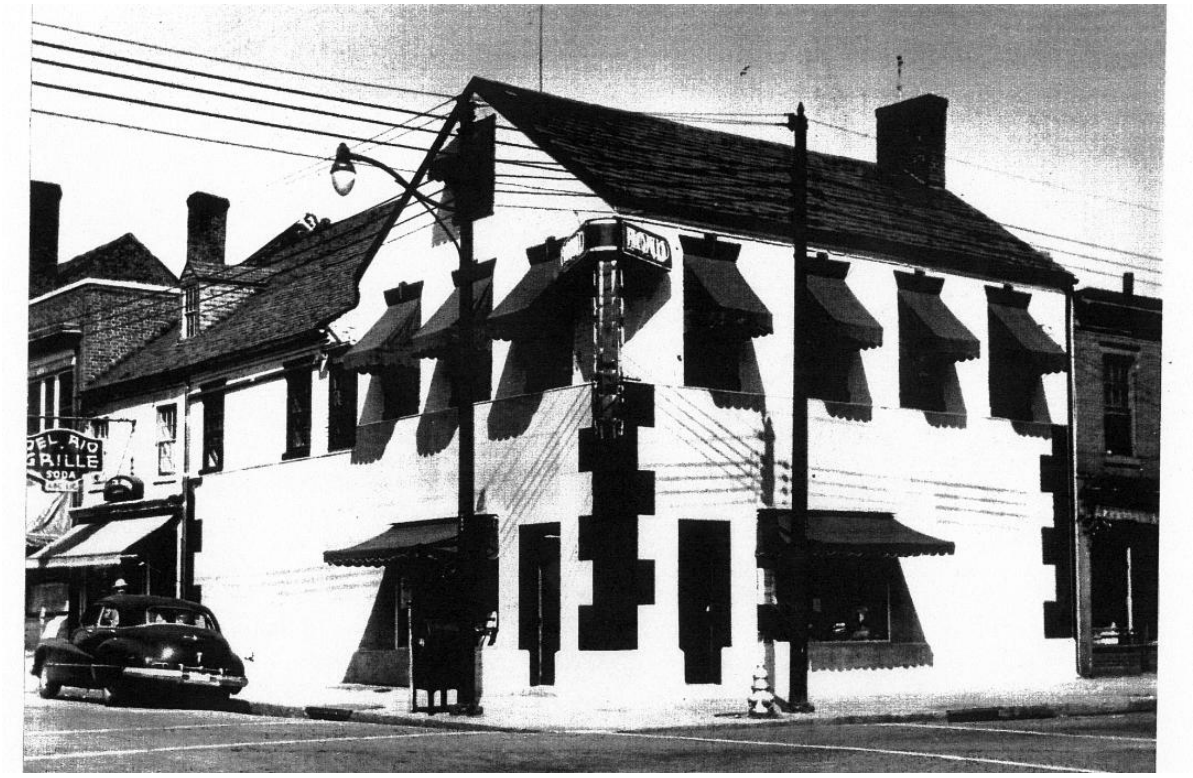


Postcard, c.1907
Featuring Bond's Drug Store
Note the gap between the two structures at 201 and 203 William Street.

Bond's Drug Store, c.1924

Image courtesy of Valentine Museum

Note that the gap between 201 and 203 William has been filled and windows appear in this location. Also note the entry door and window configuration on the 203 William building.



Bond Rexall Drugs, c.1950

Image courtesy Fredericksburg Area Museum and Cultural Center

Note the corner entry, reconfiguration of ground floor windows, and removal of the 203 William entry.

VIRGINIA MAIN STREET: This community is a designated Virginia Main Street Community and as such these drawings are provided at no charge to the property owner. The Virginia Main Street program is sponsored through the Virginia Department of Housing and Community Development.

SCHEMATIC DESIGN: This drawing is conceptual and is not a working drawing for construction. The notes are intended as guidelines for rehabilitation. Any changes to the conceptual design should be reviewed and approved by the Main Street Designer and the local Program Manager. Some aspects of the design may require further drawings prior to construction. Field check any dimensions shown on this drawing. It is the responsibility of the owner and contractor to acquire additional technical or professional assistance as needed before or during construction

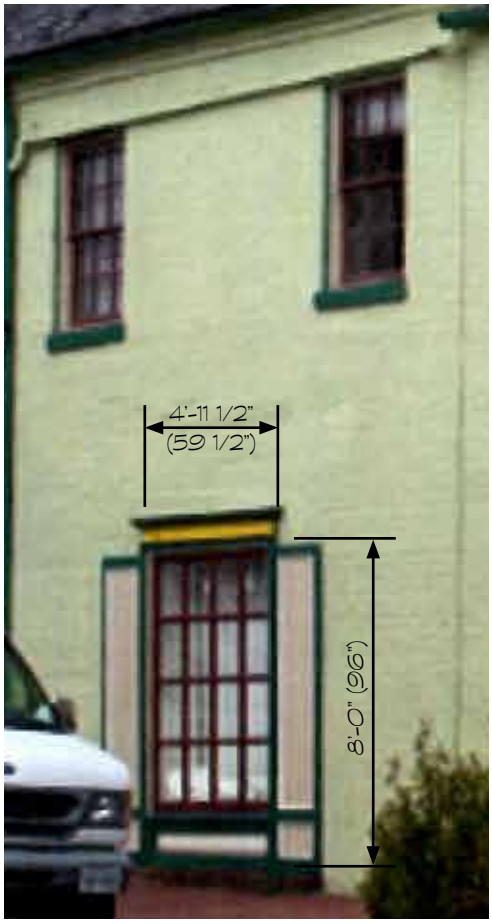
ADA GUIDELINES: Ensure that all entrances meet the ADA Guidelines. It is the owner's responsibility to ensure that the entire building meets the ADA Guidelines. While change-of-use will not activate ADA, alterations to the space will. In addition, barriers must be removed when readily achievable.

REHABILITATION GUIDELINES: For information on materials and methods used for rehabilitating historic buildings, see the Design Manual located at the office of the local Main Street Program Manager. Questions regarding rehabilitation methods should be addressed to the Virginia Main Street Architect.

STATE AND FEDERAL HISTORIC TAX CREDIT PROJECTS: If a project will be submitted for rehabilitation tax credits, submit all required forms and secure any and all approval from state and federal agencies for proposed work prior to beginning any construction. Contact the Virginia Department of Historic Resources (VDHR) for more information.

NEW DOOR

SCALE: 1'-0" = 1/2"



EXISTING WINDOW OPENING

FRAZIER ASSOCIATES
ARCHITECTURE • COMMUNITY DESIGN • WAYFINDING
213 NORTH AUGUSTA STREET, STAUNTON, VA 24401
PHONE 540.886.8230 FAX 540.886.8629
www.frazierassociates.com

VIRGINIA MAIN Street

Fredericksburg Virginia Main Street

201 William Street

Fredericksburg, Virginia

05/30/2016
86002.D.52

A.1

SHEET 1 OF 1

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for signs and exterior lighting at 900 Princess Anne Street

ISSUE

Michael Adams requests a Certificate of Appropriateness to modify two existing signs, install one new sign, and install exterior lighting on the National Bank Building.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Sign Guidelines (Historic District Handbook, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

BACKGROUND

The former National Bank Building at 900 Princess Anne Street was originally constructed c.1820 for the Farmers Bank of Fredericksburg. The two-and-one-half story Federal-style building is constructed of red brick laid in Flemish bond and is characterized by a wide wood cornice, lunette windows in the gable ends, and classical detailing surrounding the prominent entry doors. The building is one of Fredericksburg's most significant historic structures for its association with several historic figures, its architectural style, and its contribution to the commercial development of Fredericksburg. It was individually listed on the National Register of Historic Places in 1983 and is a contributing structure in the Historic Fredericksburg District.

The building is currently undergoing rehabilitation to house the Foode restaurant, and the applicant proposes to install three new signs. The National Bank sign on the east Princess Anne Street elevation

will be removed. The new sign will be constructed to match the sign being removed, but will be reduced in length to correspond to the shorter business name. Through historic photographs, staff has identified four different National Bank signs mounted in this location between 1927 and the present day, exhibiting several different lengths, text styles, and sizes. Staff finds that the current sign is not historically significant and may be removed. Mounting the replacement sign in the same location, and using the same materials and general design, helps to maintain the historic character of the structure.

The applicant also proposes to install a wall-mounted menu display case, 14 inches wide by 24 inches tall, to the left of the main entry door. A hooded metal light, 12 inches wide by 4 inches in depth by 4.75 inches tall, will be mounted directly over the menu case with the light directed down to the display. The menu case and light will replace the existing aluminum drop box. Two lantern-style sconces will be mounted at the Princess Anne Street entry, one to each side of the entry, as shown on submitted documentation. The same lantern-style sconces will be mounted to either side of the George Street entry door. The existing bronze plaque to the left of the George Street entry will be replaced with a new bronze plaque displaying the name JON properties. All of the new elements will be attached through the structure's mortar joints rather than the historic brick.

The sign allowance for this property is based on 40 linear feet of building frontage. The sign allowance is calculated as follows:

40 linear feet x 1.5 = 60 square feet

Sign Type	Dimensions	Area (square feet)
Wall-Mounted Sign	24 inches x 150 inches	25
Wall-Mounted Plaque	10 inches x 24 inches	1.7
Wall-Mounted Menu Display	14 inches x 24 inches	2.3
	TOTAL:	**29**

The total area of the signs proposed is 29 square feet which is under the allowance for this site of 60 square feet. Staff finds that the proposed signs and exterior lighting will not have an adverse impact on the historic character of the building and are compatible with the historic aspects of the Historic District.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
X			(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or

			alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

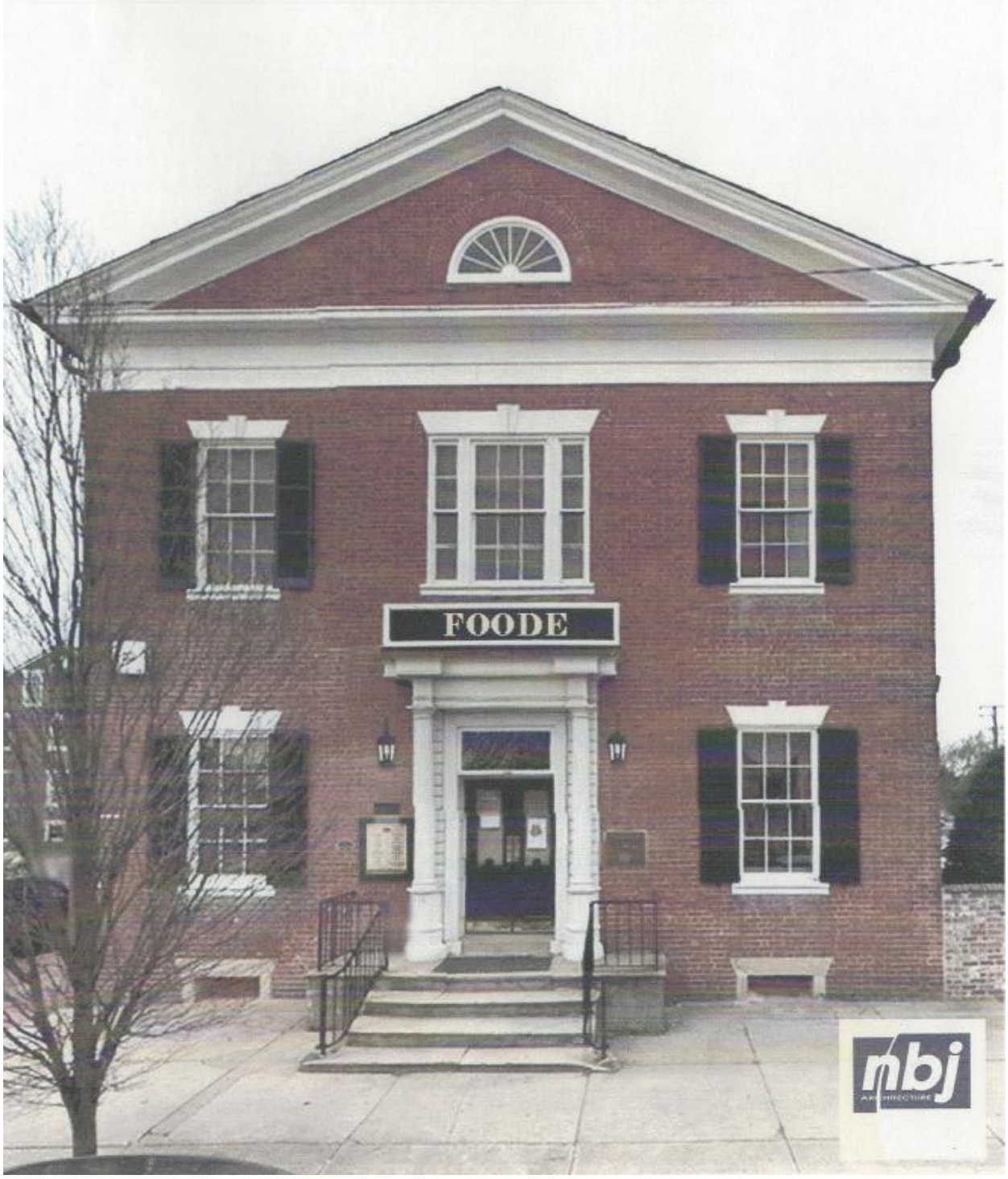
Attachments:

1. Aerial photograph showing property location
2. Photograph, existing front elevation
3. Rendering, proposed front elevation
4. Photograph, existing side elevation
5. Rendering, proposed side elevation
6. Lighting specifications
7. Historic Photographs, National Bank signs

AERIAL

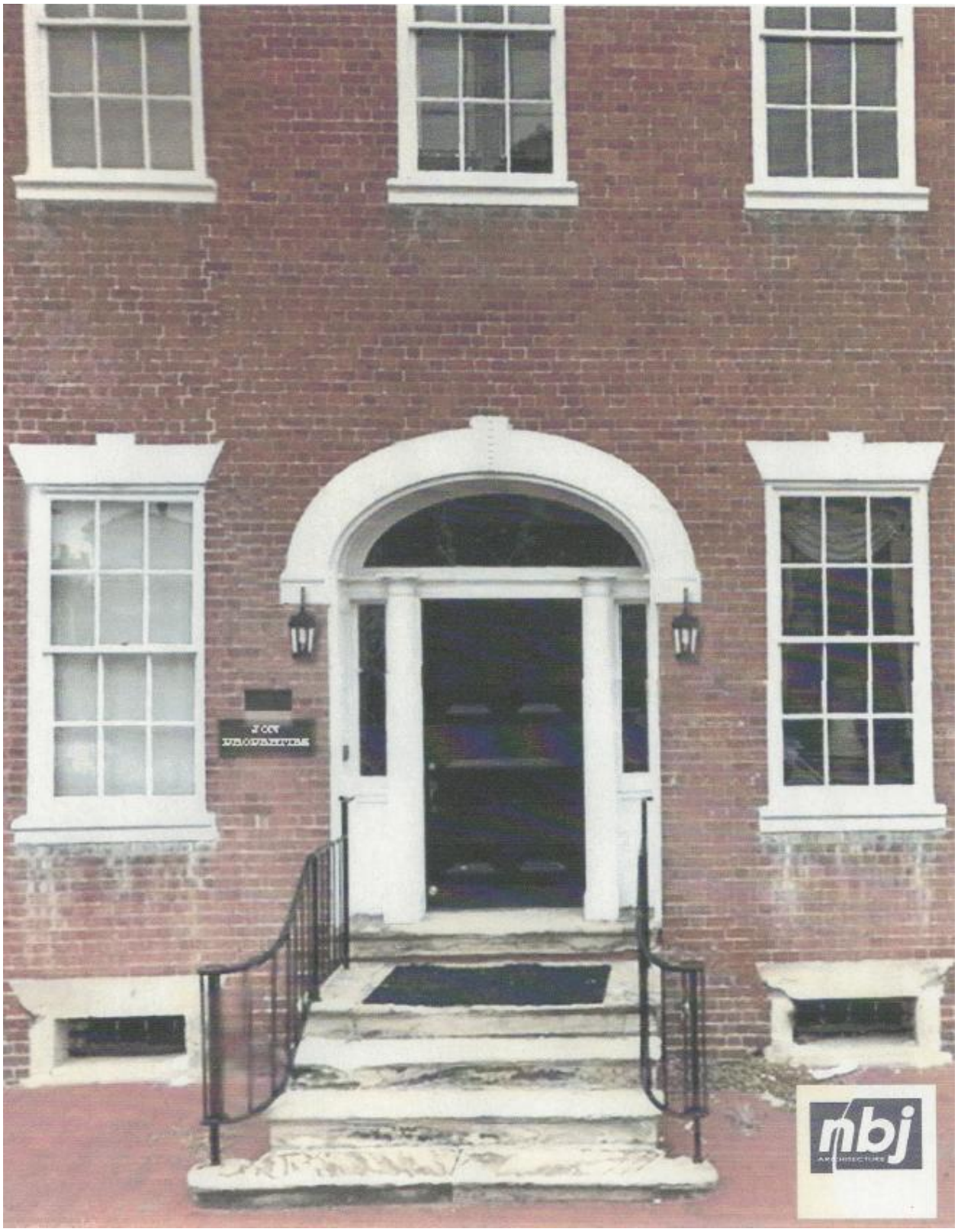
EAST (FRONT) ELEVATION

Existing Front/Princess Anne Street Elevation



Proposed Front/Princess Anne Street Elevation

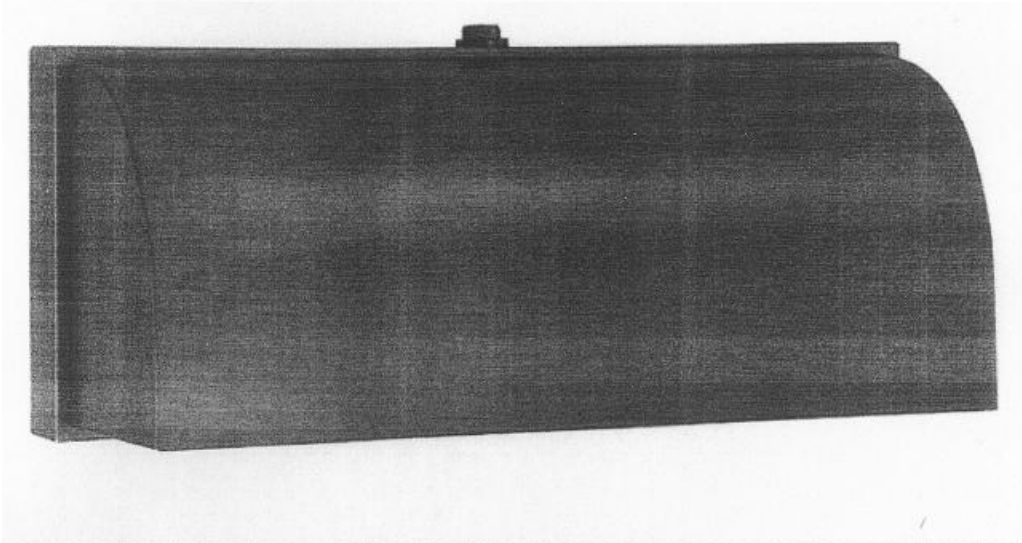
Existing South/George Street Entry



Proposed South/ George Street Entry

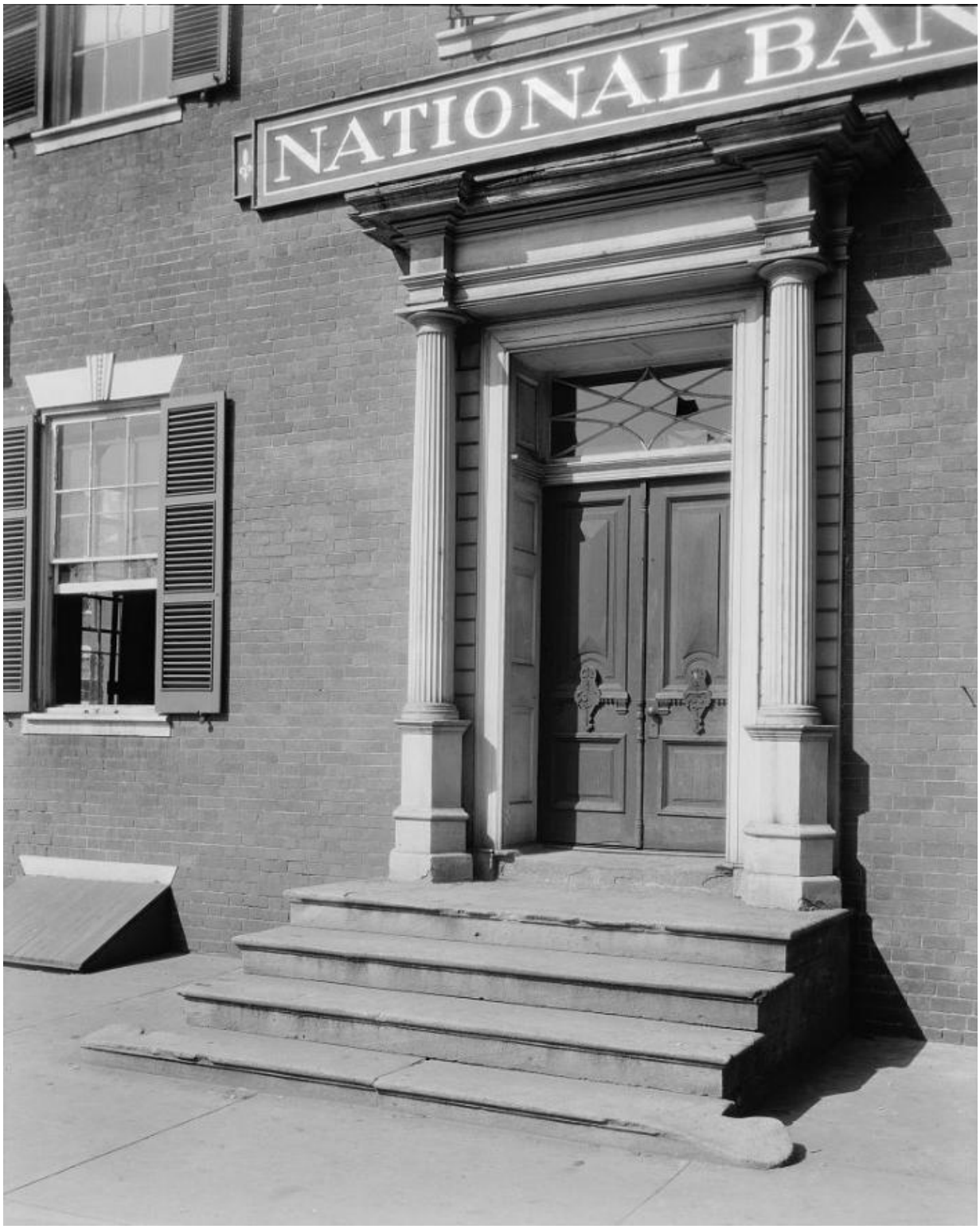
Dimensions:

- Height: 21"
- Product Weight: 8.36 lbs
- Width: 9.63"
- Extension: 12.13"



Dimensions:

- Height: 4.75"
- Width: 4"
- Length: 12"



National Bank Building, c.1927
Library of Congress, photo by Frances Benjamin Johnston

National Bank Building, Date Unknown
Historic Fredericksburg: A Pictorial History by Ronald E. Shibley

National Bank Building, c.1983
National Register of Historic Places nomination

COA 2016-27

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for sign installation at 909 Caroline Street

ISSUE

James Fallon requests a Certificate of Appropriateness to install one building-mounted sign for the Cork & Table business.

RECOMMENDATION

Approval of the Certificate of Appropriateness on condition that the height of the sign be reduced to fit within the entablature above the storefront.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Sign Guidelines (Historic District Handbook, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

BACKGROUND

The Cork & Table business at 909 Caroline Street occupies the northern bay of the c.1929 structure originally opened as the Pitts' Colonial Theater. The two-story brick Colonial Revival-style building featured a central entry bay with access into the theater lobby and two small commercial storefronts located to either side. This building is identified as contributing to the historic district. The applicant proposes to install one building-mounted sign in the stone entablature area above the storefront.

The proposed sign will be 18 inches tall by 120 inches (10 feet) wide featuring a white oak wood background mounted to a rectangular steel tube frame. The letters will be 11 inches tall, constructed of laser-cut steel mounted to the wood panel using half-inch stand-offs. The wood will be treated with an

outdoor oil product to inhibit mildew and UV damage. Existing rubber mounts on the entablature will be used to attach the sign to the building.

The sign allowance for this property is based on 14 linear feet of building frontage. The sign allowance is calculated as follows:

14 linear feet x 1.5 = 21 square feet

Sign Type	Dimensions	Area (square feet)
Wall-Mounted Sign	18 inches x 120 inches	15

The total area of the signs proposed is 15 square feet which is under the allowance for this site of 21 square feet. The sign materials and style are compatible with the historic character of the district. However, the top of the sign extends above the entablature area to obscure part of the storefront cornice. The National Park Service's *Preservation Brief 25: The Preservation of Historic Signs* recommends that new signs should fit within the historic signboard area or entablature, and not obscure character-defining features of the historic structure. Staff recommends reducing the overall height of the sign to fit within the entablature.

APPROVAL CRITERIA

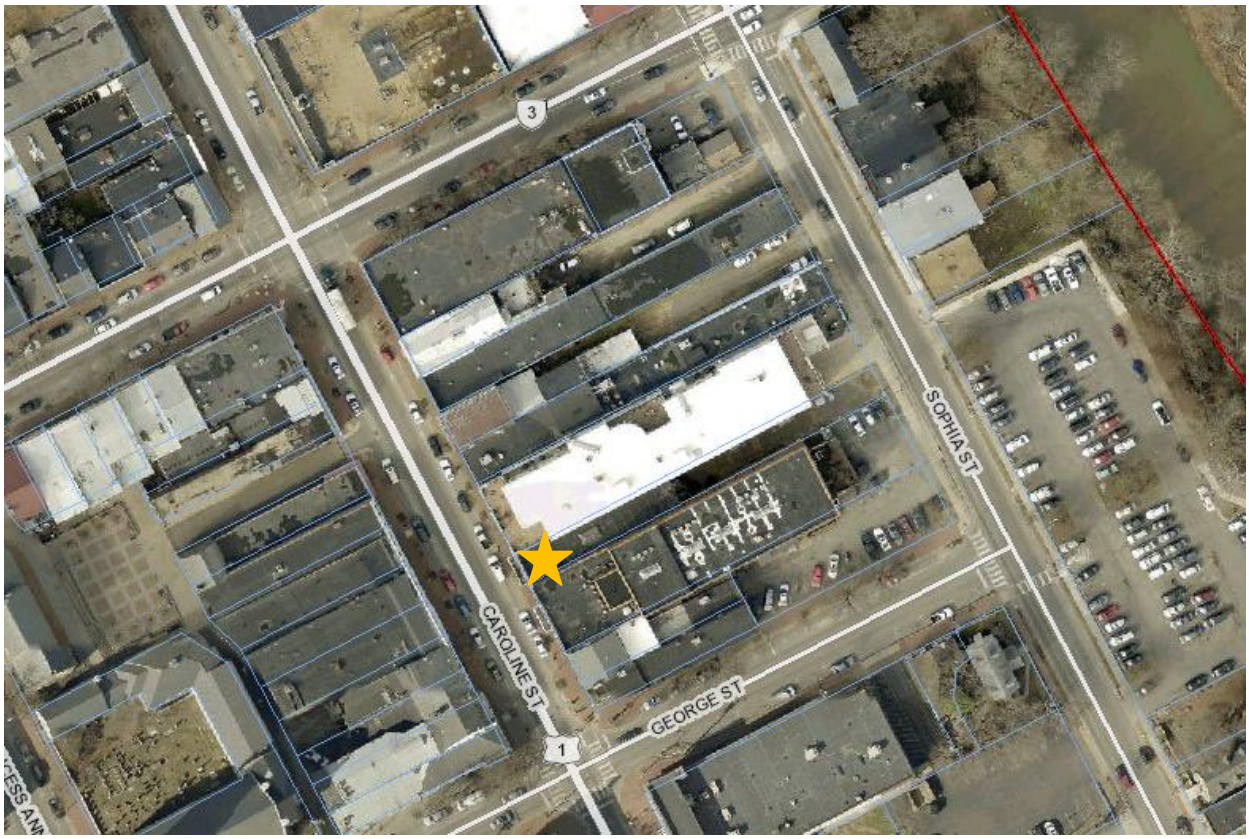
Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
	X		(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.

		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

Attachments:

1. Aerial photograph showing property location
2. Photograph, existing building front elevation
3. Photograph, existing storefront elevation
4. Sign rendering provided by applicant
5. Sign specifications provided by applicant

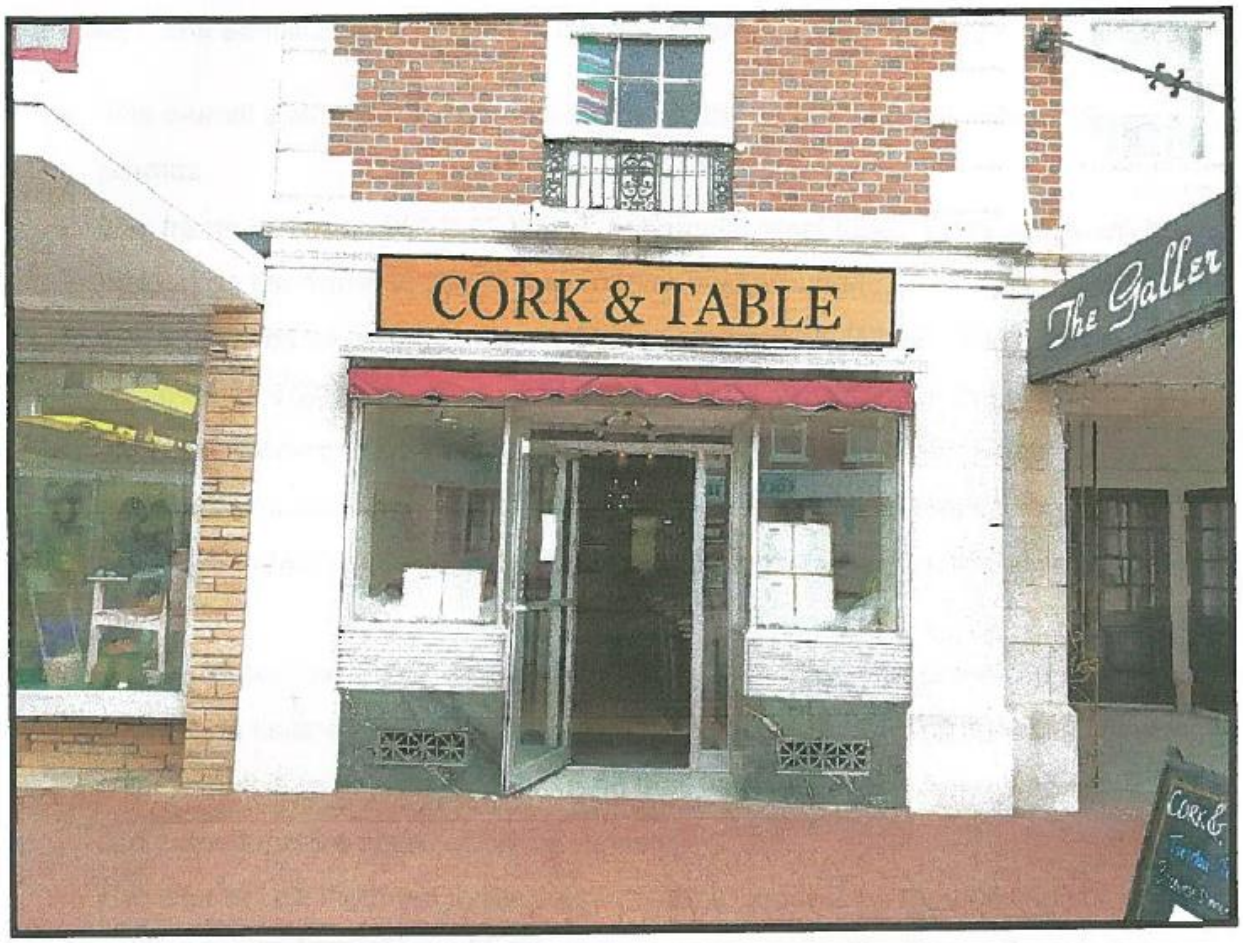


AERIAL

Existing Front (West) Elevation, showing existing rubber mounts in entablature area.

Sign rendering provided by applicant:

Rendering for Sign provided by Apocalypse Furniture:



Specifications provided by applicant:

Sign for Cork and Table: Specifics

Here are some specifics on the sign for the restaurant:

- The overall size is 18" X 10'. The weight of the sign is approximately 120 pounds.
- The frame is made of 2" X 1" X 1/8" rectangular steel tube. Steel straps will be welded on the frame to attach the wooden background to.
- The letters will be laser cut from 1/8" steel and will be 11" tall. They will be mounted on 1/2" stand-offs to add depth to the appearance of the sign.
- All metal will be primed with Sherwin-Williams industrial primer, painted with exterior paint and clear coated with a Sherwin-Williams product called Sher-Clear. This is an industrial clear coat designed to last for many years in the elements.
- The wood background is white oak which is well suited for outdoor applications and will be finished with General Finishes Outdoor Oil. The oil contains UV and mildew inhibitors to protect and extend the life of the wood. Annual applications can extend the life of the wood indefinitely.
- The sign will be mounted to the existing rubber mounts on the building via custom brackets attached directly to the mounts. We will utilize a French Cleat type of attachment at the top of the mount with bolts to hold the sign at the bottom.

COA 2016-25

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for sign installation at 900 Princess Anne Street

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ISSUE

Neverette Eggleston requests a Certificate of Appropriateness to remove two existing signs, install one new sign, replace the existing six foot wood fence, and cover the tile on the front façade for the Croaker's Spot restaurant.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Sign Guidelines (Historic District Handbook, pg.117-118)

1. A sign should fit the architecture of its building and not obstruct defining elements.
2. The number of signs should be compatible with the building and should not cause visual clutter.
3. The size of each sign and the total area of signs should match the character of the building and of the Historic District. Exact sign allowance should be verified with the Planning Office.
4. Sign design and graphics should be coordinated with the character of the building and the nature of the business.
5. Materials should relate to the building. Traditional sign materials include wood, glass, raised individual letters, and painted letters on wood or glass.

Site Planning – Fences and Walls, Construction Guidelines (Historic District Handbook, pg.72)

1. Fence and wall materials and design should relate to those found in the neighborhood. Chain-link fences are generally not recommended.
2. Old fencing should be removed before a new fence is installed.
3. Fences between adjoining commercial and residential areas should be of a design that relates to the residential area.

Storefronts – Maintenance and Repair (pg. 92)

1. Retain and repair all elements, materials, and features that are original to the storefront or are sensitive remodeling.
2. Consider restoring any original window opening that has been covered, filled in, or altered.

3. Remove any materials, elements, and sign panels that cover display windows, transoms, or bulkheads and that obscure original architectural elements such as windows, cornices, or decorative features.
4. Avoid adding incompatible elements or materials where they never previously existed.
5. Avoid creating a false historic appearance by remodeling a building with elements from an earlier period of construction.

BACKGROUND

The commercial structure at 1101 Sophia Street was constructed c.1930 and features elements of the Moderne style. This five-bay, one-story structure features brick on the front elevation, with concrete block side walls. Each bay is delineated by concrete block and brick pilasters, large multi-light windows, and pointed asymmetrical metal awnings. Alterations include the two-story block and overhanging roof at the south entry, a full-width addition off the rear east elevation, and a gable-roofed wood addition projecting off the north elevation. In addition, several windows have been replaced with gray ceramic tile, and the same tile lines the recessed entry centered on the west elevation. The 1947 Sanborn Fire Insurance map indicates that this structure was used as a bottling facility, though it has housed a number of restaurants in more recent years.

The structure is currently undergoing rehabilitation to become the Croaker's Spot restaurant. The applicant proposes to cover the ceramic tile on the front elevation with vertical boards of reclaimed oak. One by two salt-treated wood strips will be attached to the grey tiles using masonry anchor screws and construction adhesive. The reclaimed oak will be attached to the strips and coated with polyurethane. The ceramic tile does not appear to be an original feature of the structure and staff finds that covering it would not have an adverse impact on the character of the building.

The applicant also proposes to repair and extend the existing six-foot pressure-treated wood fence surrounding the dumpster enclosure. The enclosure will extend ten feet to the south to meet the front elevation of the structure. The northernmost fence section will also be extended 16 feet to the east to hide the cooler and walk-in area and assist with sound dampening. Staff finds the fence material compatible with the character of the district and recommends approval.

Two backlit box signs will be removed from the south elevation. These were installed on the structure in 1995 and 1997. The applicant proposes to install one replacement sign on the upper face of the two-story block over the south entry. This sign will be composed of individually mounted fourteen-gauge cold-rolled steel letters with a depth of six inches. The overall sign area is twelve feet six inches wide and four feet six inches tall. The sign allowance for this property is based on 98 linear feet of building frontage. The sign allowance is calculated as follows:

98 linear feet x 1.5 = 147 square feet

Sign Type	Dimensions	Area (square feet)
Wall-Mounted Sign	Individual letters, varying sizes	32

The total area of the signs proposed is 32 square feet which is under the allowance for this site of 147 square feet. Staff finds the proposed signage in keeping with the historic character of the structure and the District and recommends approval.

APPROVAL CRITERIA

Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
X			(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
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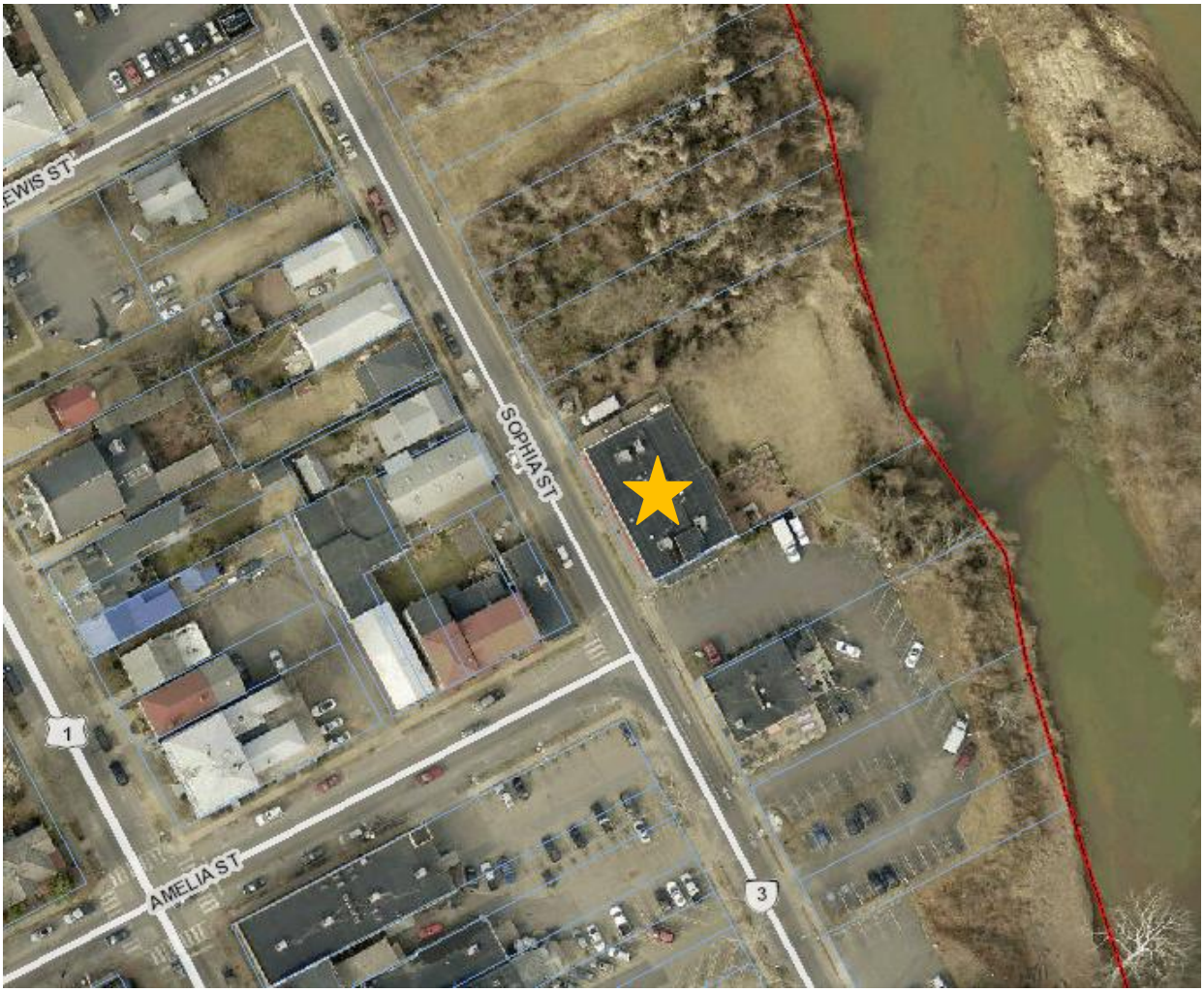
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.

X			(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

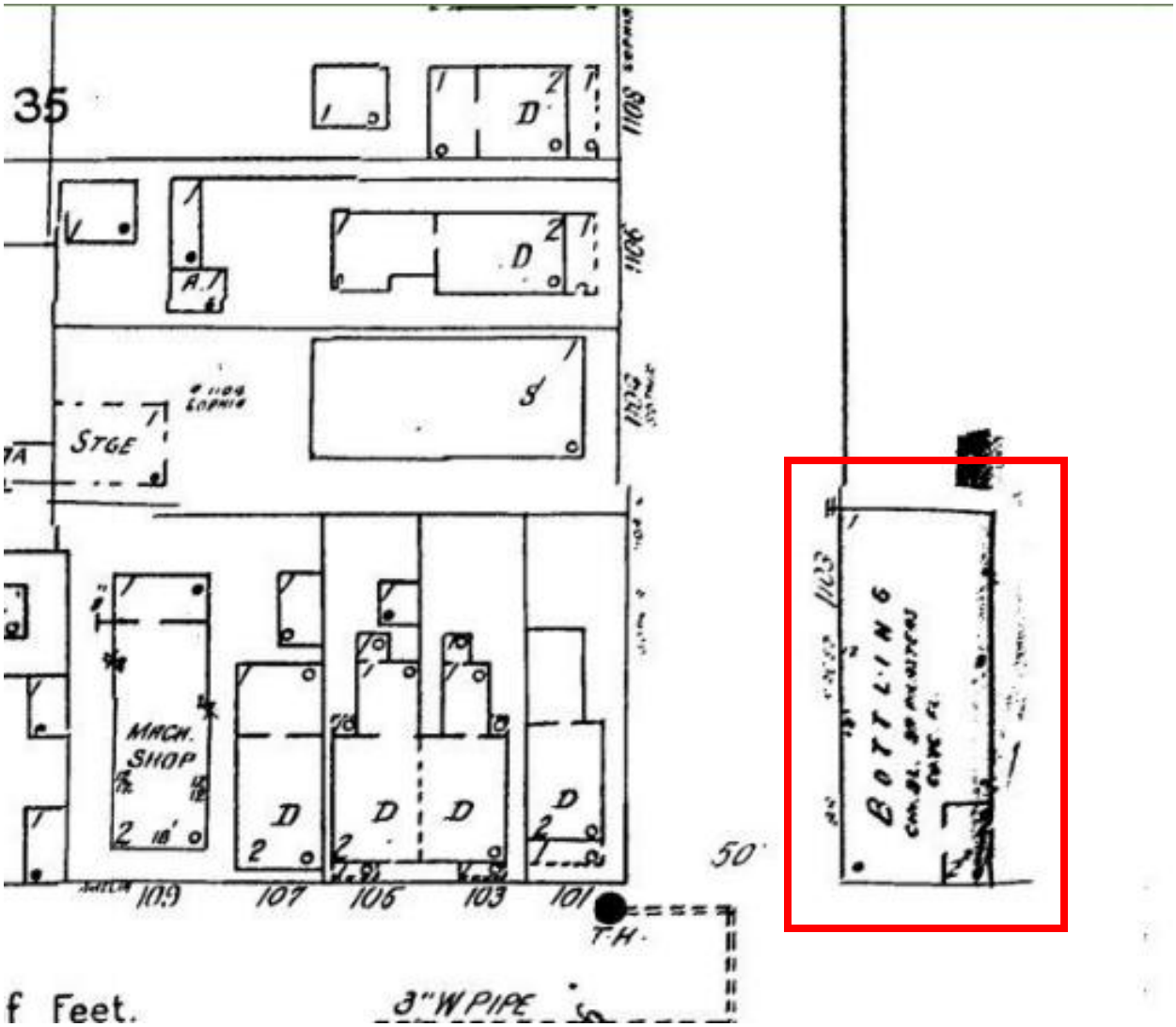
Attachments:

1. Aerial photograph showing property location
2. Sanborn Fire Insurance Map, 1947
3. Photograph, existing south elevation
4. Proposed sign rendering
5. Photograph, existing fence
6. Photograph, reclaimed wood

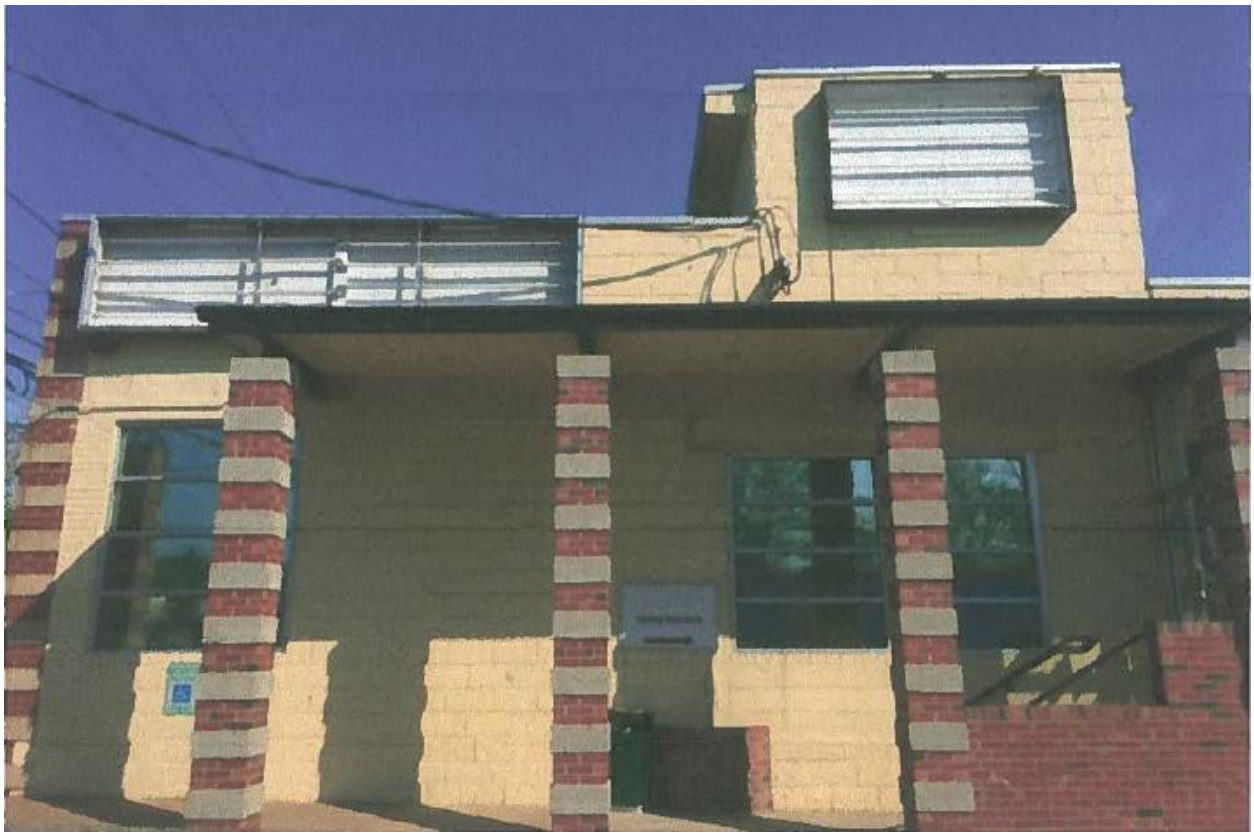


AERIAL

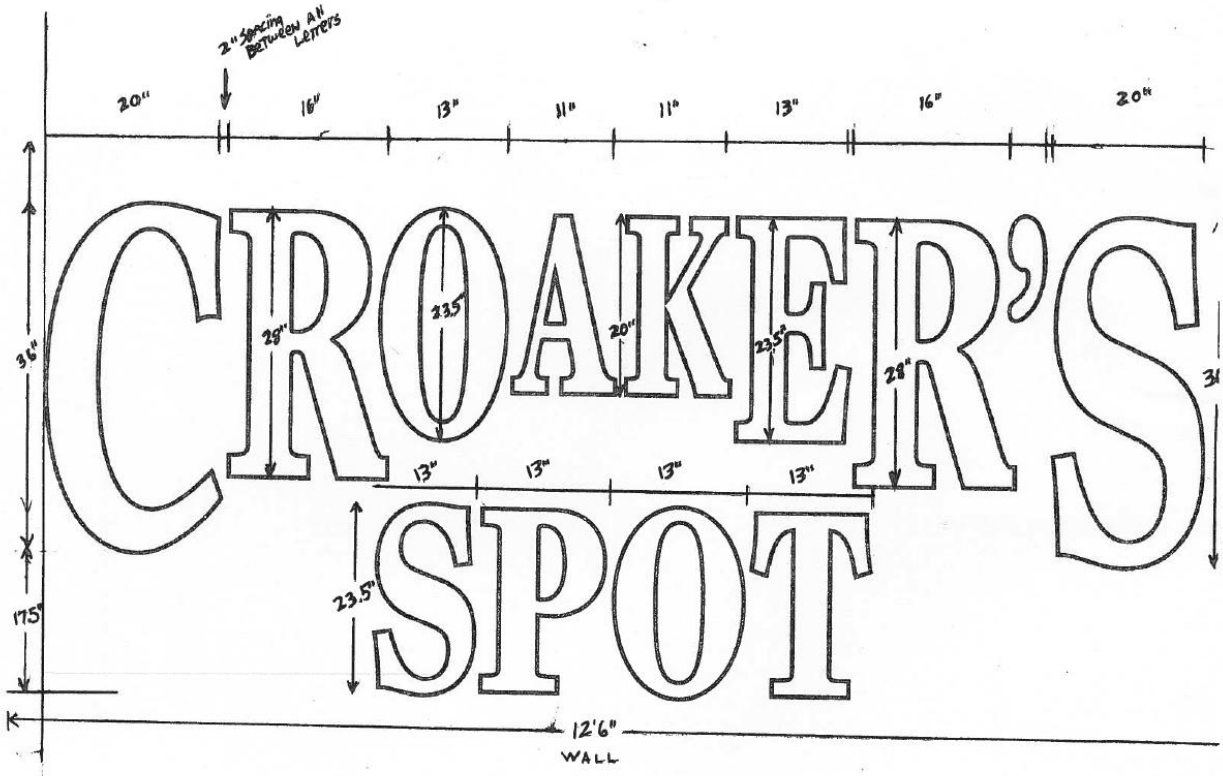
WEST (FRONT) ELEVATION

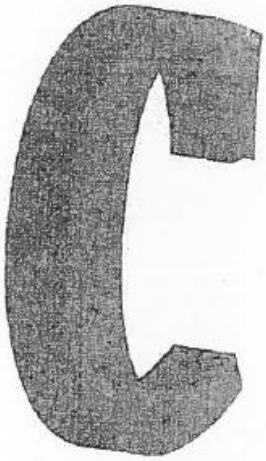


Sanborn Fire Insurance Map, 1947
1101 Sophia Street outlined in red



Existing South Elevation
Two backlit box signs to be removed; new sign to be installed in place of the upper right box sign





All 3D letters are 6" deep
14 gauge cold rolled steel

Proposed design for new sign

We propose to repair and extend the currently existing fence/ dumpster enclosure located in the picture below with pressure treated material.

We would like to extend the enclosure in the front to meet the building; an additional 10 feet at the current 6 foot height. Then we would like to extend the side to the left 16 feet towards the back of the building to camouflage the proposed walk in/cooler area as well as to help with sound dampening.

Fence repair and extension proposed by applicant

We propose to install Charred Pine reclaimed wood to the exterior of the building. The reclaimed wood; would be placed over the existing grey tiles only; along the street front of the property. We would leave all brick work as is. It would look similar with a similar pattern to the below picture of the raw bar faced with the same material currently located inside.

Charred pine reclaimed wood of this type to be installed on the front elevation.

Gray ceramic tiles to be faced with reclaimed wood.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for exterior alteration at 213 Caroline Street

ISSUE

Charles Aquino requests a Certificate of Appropriateness to construct an exterior brick chimney on the south elevation of this single-family residence.

RECOMMENDATION

Approval of the Certificate of Appropriateness for the request as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Standard 9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

BACKGROUND

This Federal-style two-story masonry residence was constructed for Dr. Charles Mortimer c.1764. Dr. Mortimer was physician to Mary Washington and the first mayor of Fredericksburg. The home is constructed of Flemish bond brick on a brick foundation, and the hipped roof features modillions at the eaves. A hipped roof porch with full entablature is supported by Ionic columns and is centered on the front façade. A one-bay, two-story wing extends off the south elevation with a projecting porch centered on its south elevation. This property is a contributing structure in the Historic District.

The two-story addition at the southeast corner and the rear porch were approved by the ARB in March 2002. The applicant proposes to construct a one foot square brick chimney on the south elevation in the inner corner where the c.2002 addition meets the south wing. The previously approved addition is clearly distinguished from the original structure through its architectural detailing. The placement of the new chimney adjoining the addition also serves to clearly differentiate it from the original structure. The materials and design are compatible with the character of the historic structure and staff finds that the new chimney will not have an adverse impact on the structure or the District.

APPROVAL CRITERIA

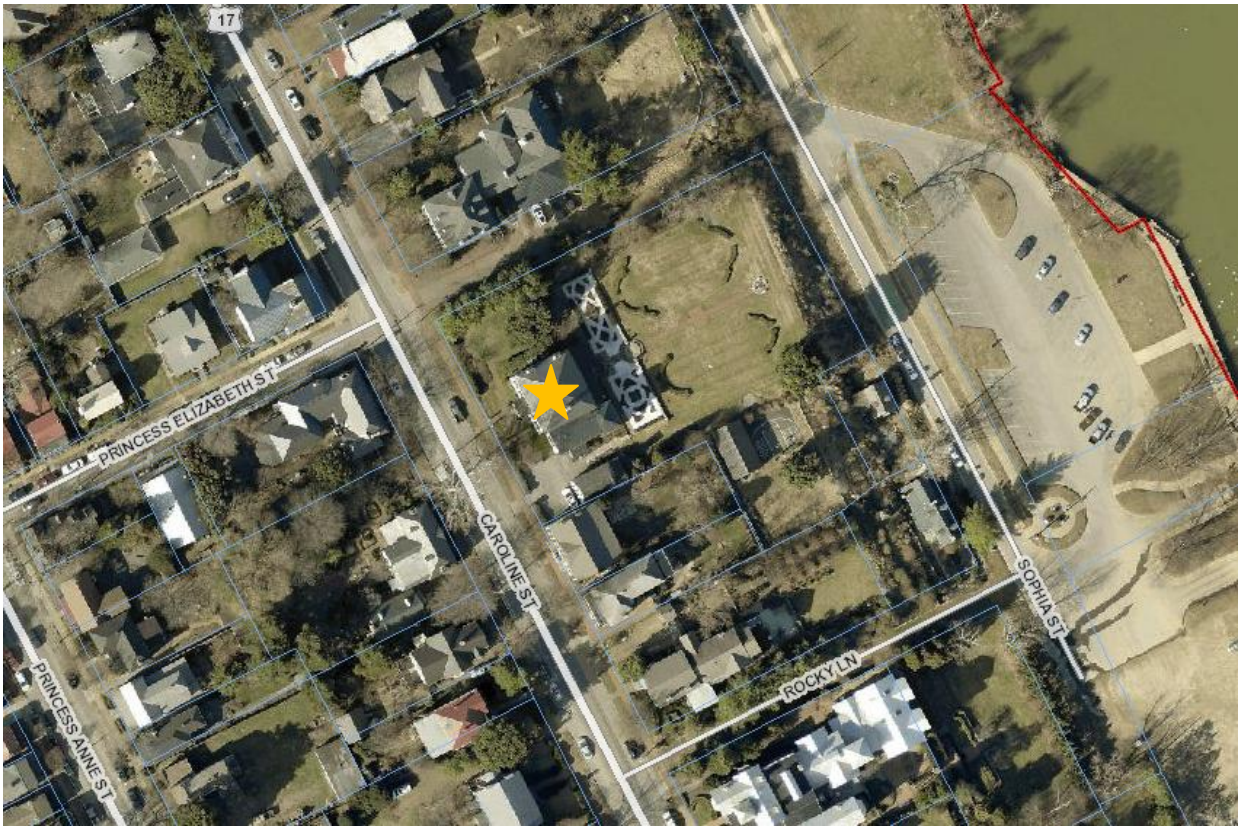
Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
		X	(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

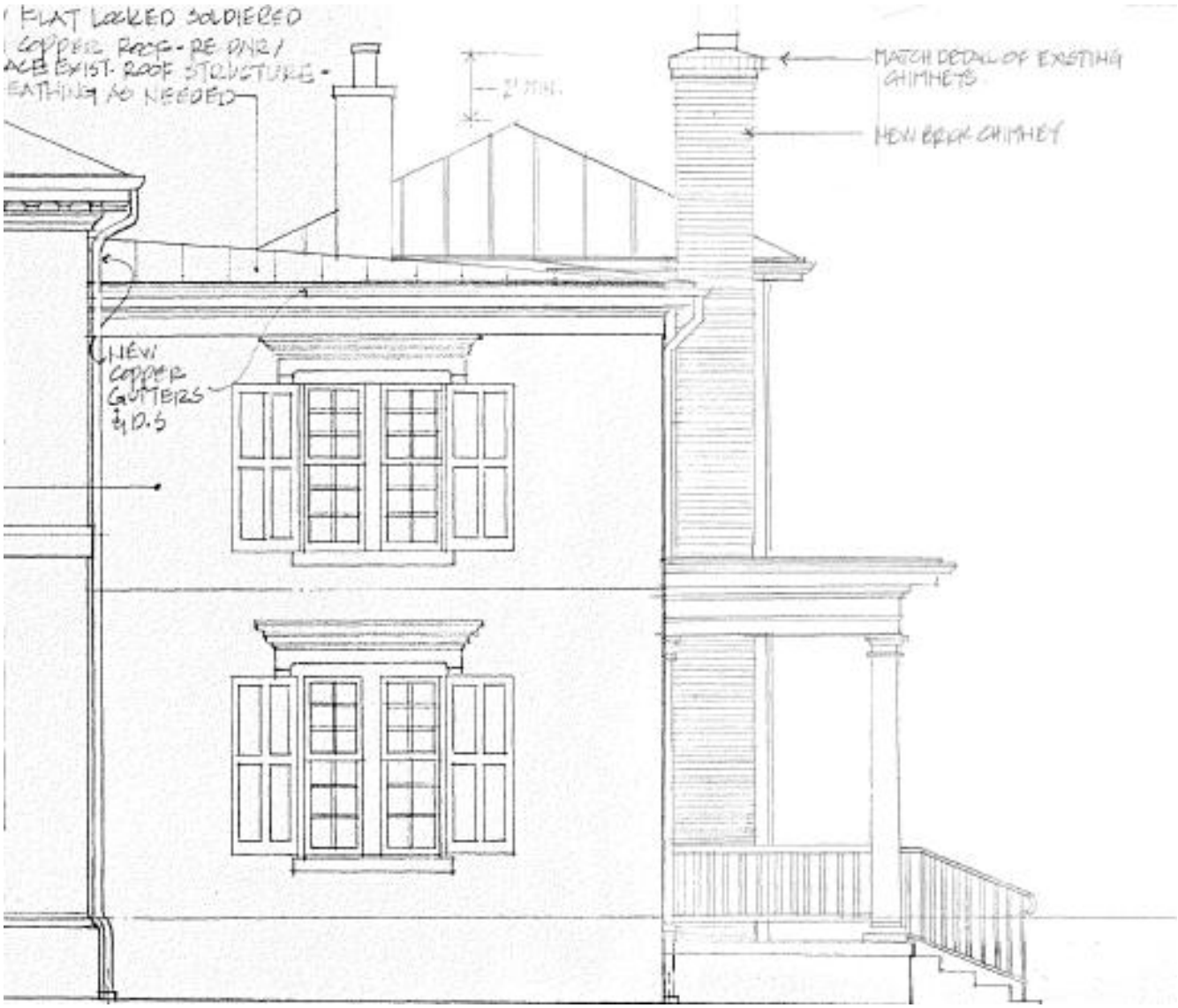
Attachments:

1. Aerial photograph showing property location
2. Photograph, south elevation
3. Detail, chimney design
4. Detail, chimney design
5. Submitted plans



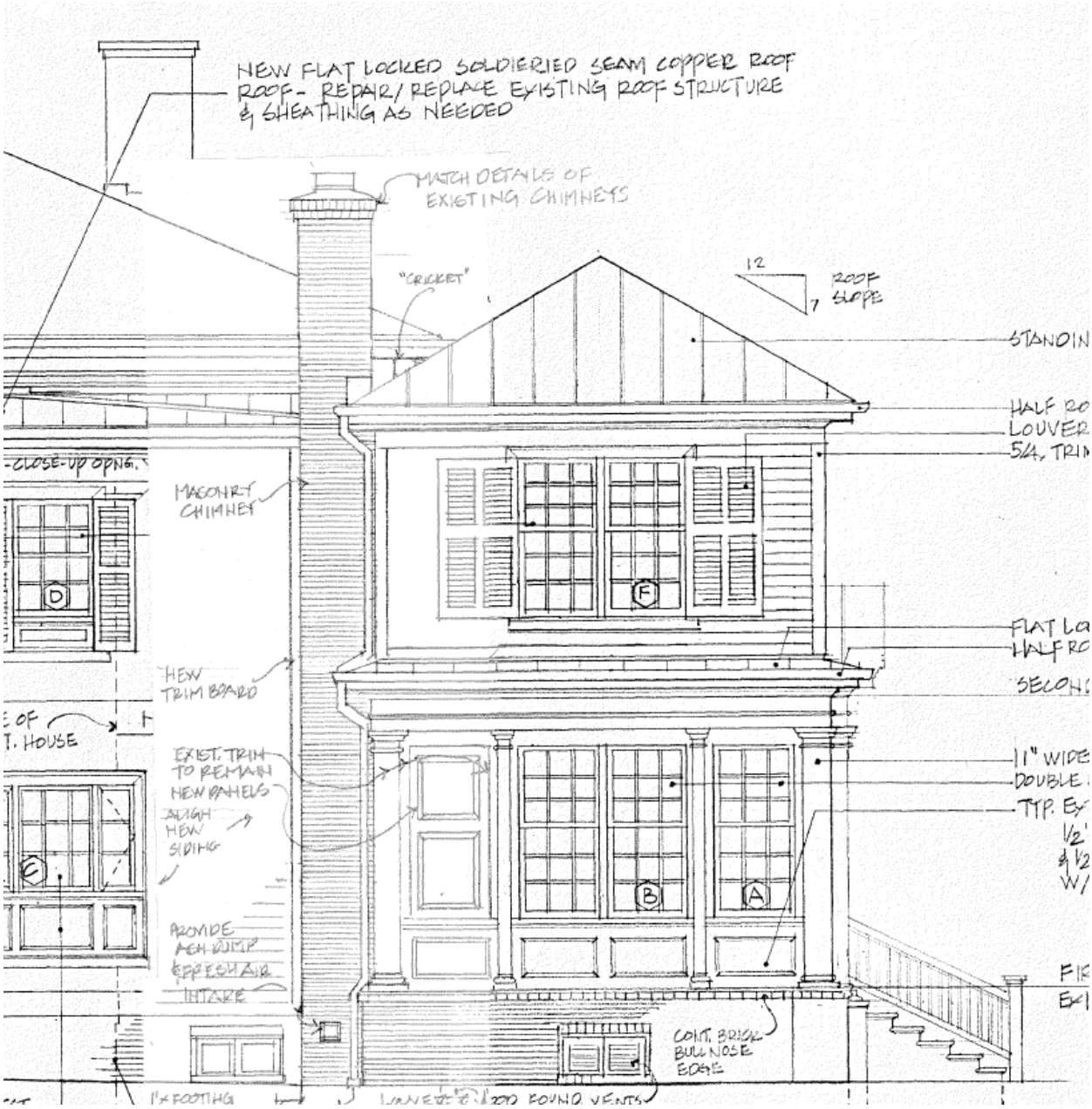
AERIAL

WEST (FRONT) ELEVATION



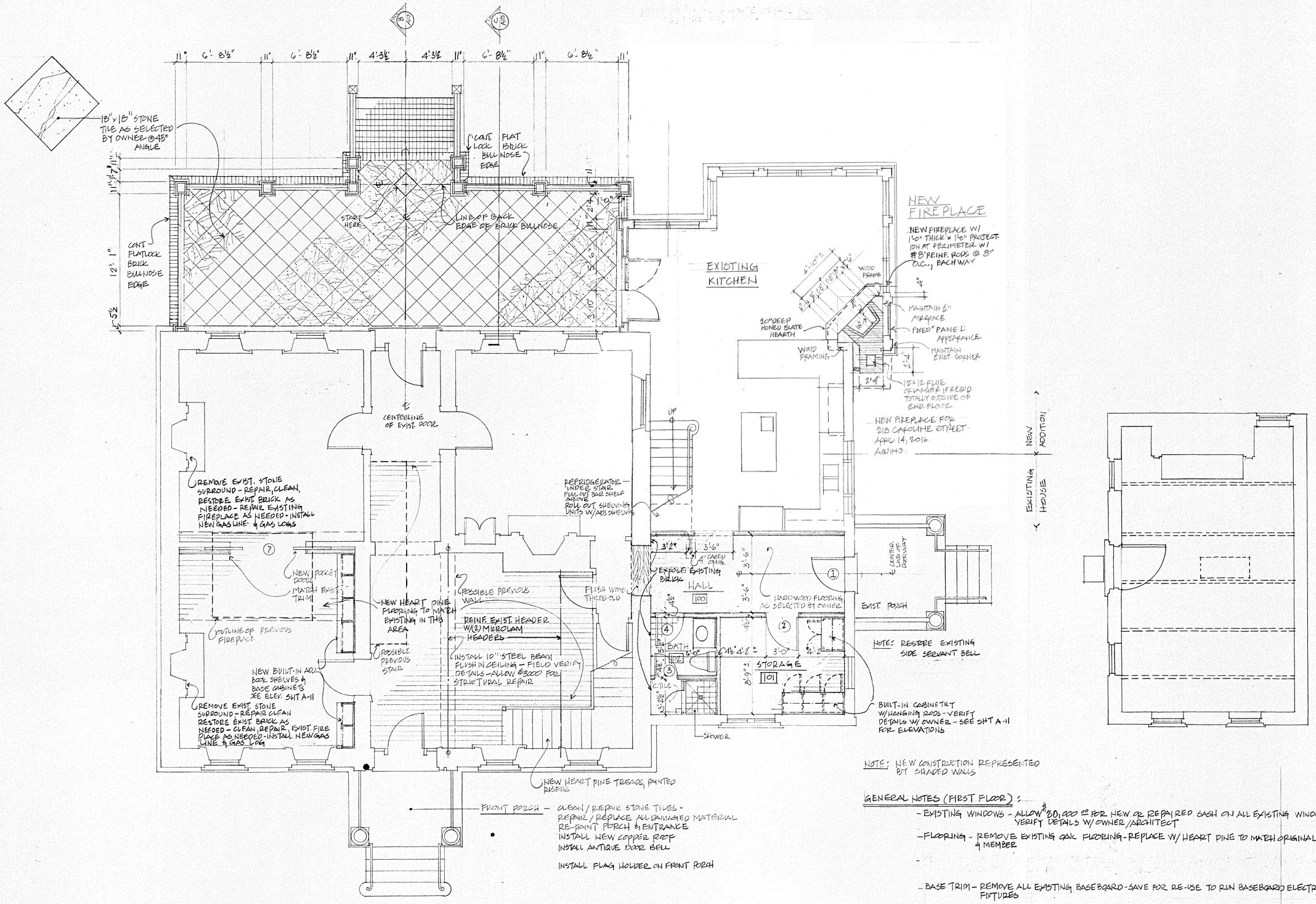
Detail, West Elevation

Note: other work shown on drawings is previously approved and completed.



Detail, South Elevation

Note: other work shown on drawings is previously approved and completed.



A FIRST FLOOR PLAN
1/4" = 1'-0"

GENERAL NOTES (FIRST FLOOR):

- EXISTING WINDOWS - ALLOW $30,000.00 FOR NEW OR REPAIRED SASH ON ALL EXISTING WINDOWS VERIFY DETAILS W/ OWNER / ARCHITECT
- FLOORING - REMOVE EXISTING OAK FLOORING - REPLACE W/ HEART PINE TO MATCH ORIGINAL, MATCH & MEMBER
- BASE TRIM - REMOVE ALL EXISTING BASEBOARD - SAVE FOR RE-USE TO RUN BASEBOARD ELECTRICAL FIXTURES
- HVAC - REMOVE ALL EXISTING RADIATORS - PATCH / REPAIR FLOORS AS NEEDED - PROVIDE NEW FORCED AIR HEATING & COOLING SYSTEM

Additions and Alterations to
213 Caroline Street
Fredericksburg , Virginia

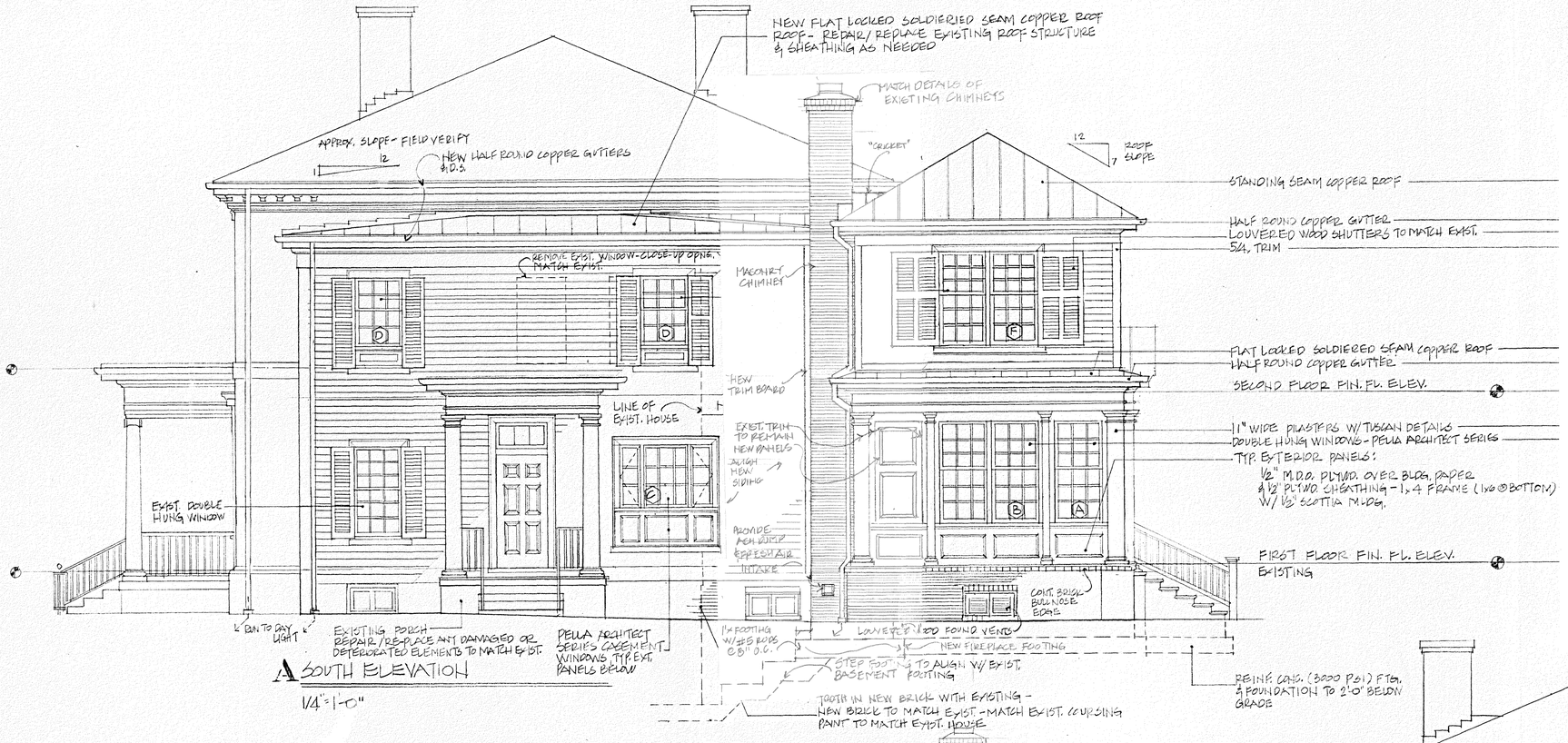
CHARLES AQUINO ARCHITECT
417 NORTH BOULEVARD
RICHMOND, VA 23220
PHONE 804 354 0614

THESE DRAWINGS ARE THE PROPERTY OF THE ARCHITECT. USE OF THE DRAWINGS OR DESIGN ELEMENTS CONTAINED ON THE DRAWINGS IS STRICTLY PROHIBITED UNLESS WRITTEN PERMISSION IS OBTAINED FROM THE ARCHITECT. DESIGN IS THE PROPERTY OF THE ARCHITECT AND PROTECTED BY COPYRIGHT.

COMMONWEALTH OF VIRGINIA
CHARLES A. AQUINO
Certificate No. 005146
ARCHITECT

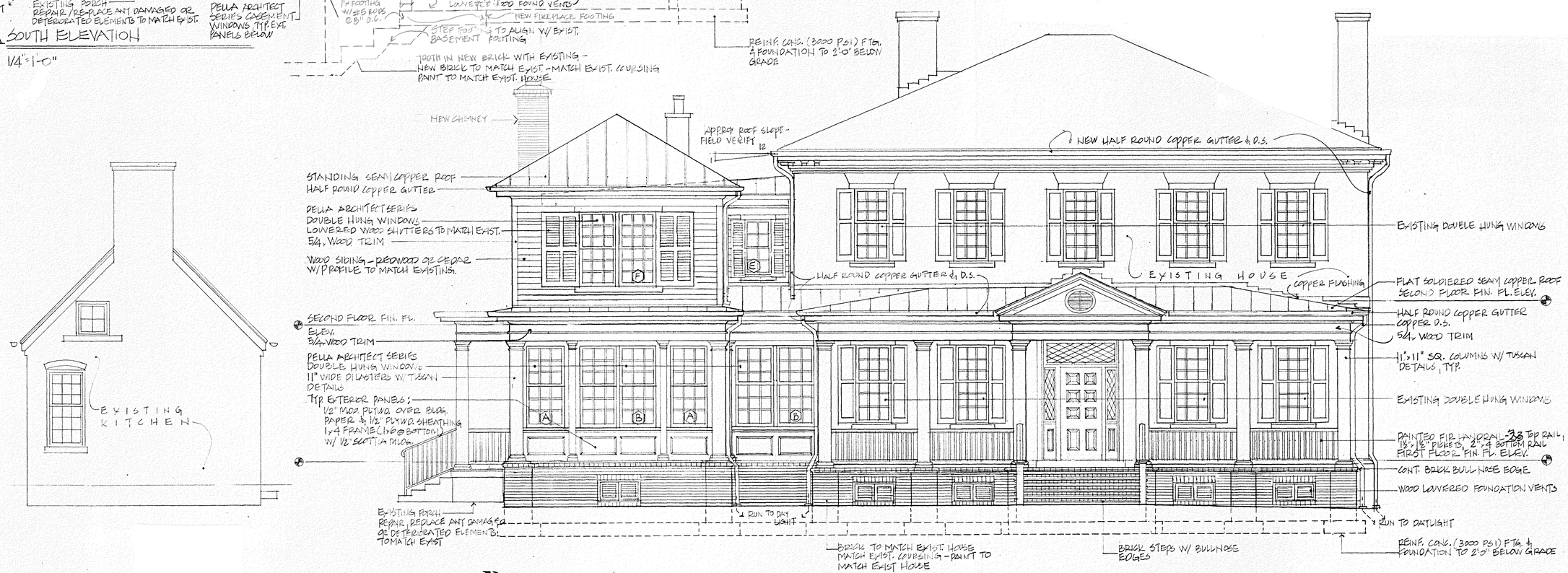
DATE APRIL 21, 2016
DWN. BY
CHKD. BY
REVISED

A1



A SOUTH ELEVATION

1/4" = 1'-0"



B EAST ELEVATION

1/4" = 1'-0"

Additions and Alterations to
213 Caroline Street
Fredericksburg, Virginia

CHARLES AQUINO ARCHITECT
417 NORTH BOULEVARD
RICHMOND, VA 23220
PHONE 804 354 0614

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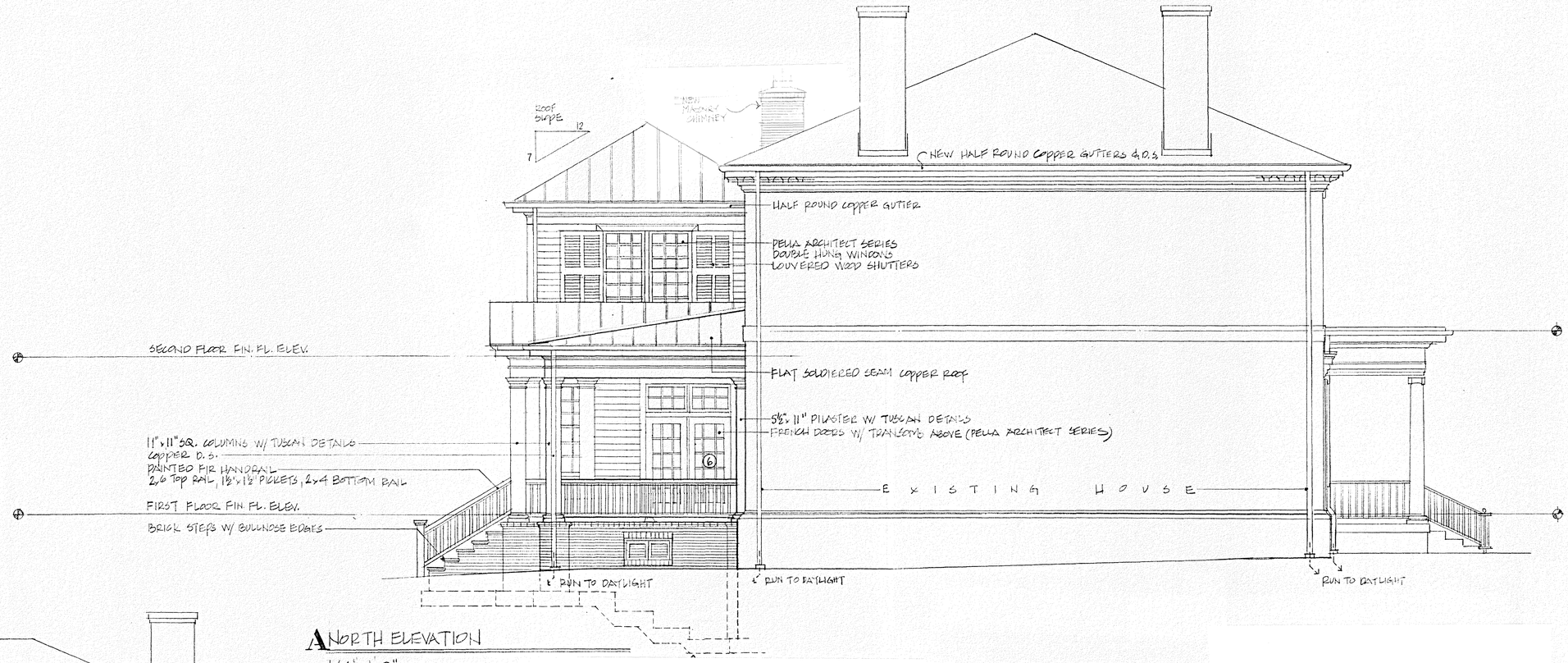
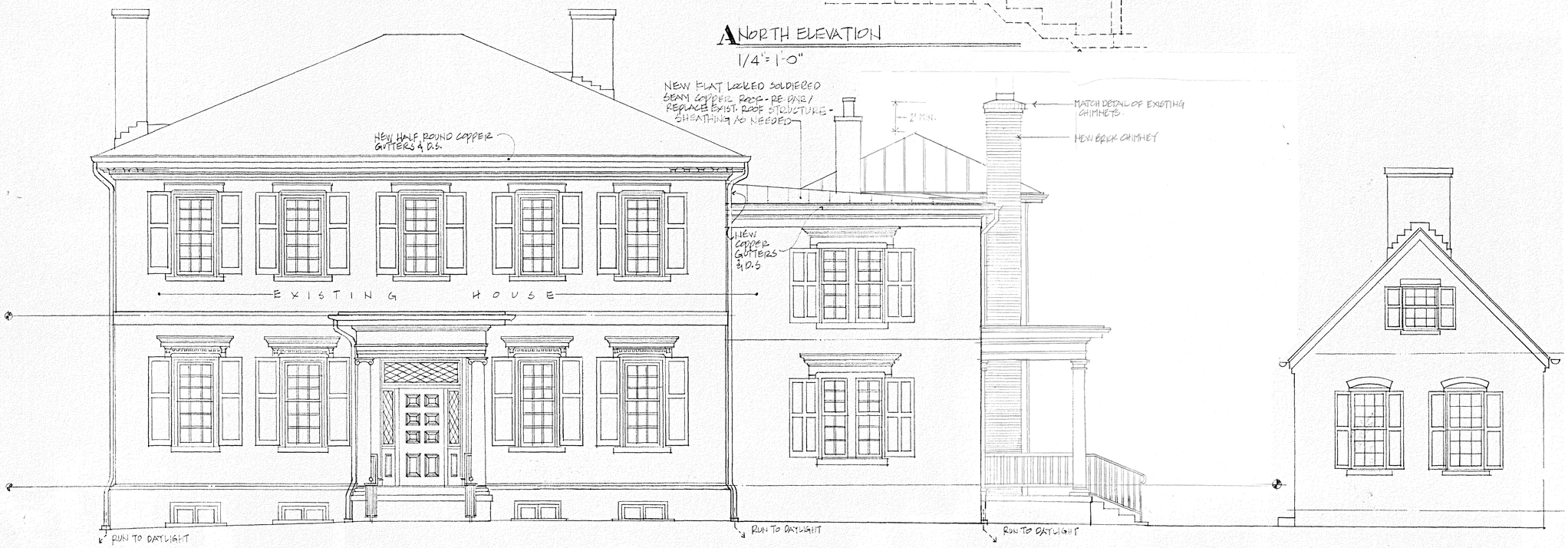
COMMONWEALTH OF VIRGINIA
CHARLES A. AQUINO
LICENSE NO. 0201146
ARCHITECT

DATE APRIL 21, 2016
DWN. BY
CHKD BY
REVISED

A2



A NORTH ELEVATION
1/4"=1'-0"



B WEST ELEVATION
1/4"=1'-0"

Additions and Alterations to
213 Caroline Street
Fredericksburg, Virginia

CHARLES AQUINO ARCHITECT
417 NORTH BOULEVARD
RICHMOND, VA 23220
PHONE 804 354 0614

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COMMONWEALTH OF VIRGINIA
CHARLES A. AQUINO
COMMISSION NO. 006146
ARCHITECT

DATE
DWN. BY
CHKD. BY
REVISED

APRIL 21, 2016

A3

COA 2016-28

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for exterior alteration at 704 Prince Edward Street

ISSUE

On behalf of Shannon Lee and Jon Goldstein, Sabina Weitzman requests a Certificate of Appropriateness to relocate a portion of the exterior wall of an addition within the side porch area on this single-family residence.

RECOMMENDATION

Approval of the Certificate of Appropriateness as submitted.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

Exterior Architectural Elements – Porches and Steps (pg. 95-97)
Maintenance and Repair

5. Avoid removing historic material from porches. In addition, do not add materials that create a different historic appearance.
7. Avoid enclosing porches on primary elevations. In addition, avoid enclosing important secondary porches in a manner that changes the building's historic character.

BACKGROUND

The residence at 704 Prince Edward Street is a c.1855 vernacular Greek Revival-style, two-story, three-bay brick dwelling topped with a side-gabled asphalt shingle roof. The load-bearing brick is laid in a five-course American bond, and the façade is treated with a stretcher-bond veneer. Character-defining features include incised rectangular wood lintels above the multi-light sash windows, a corbelled brick cornice beneath the eaves, and two interior end brick chimneys with corbelled caps. A one-story porch with Tuscan columns and dentillated cornice spans the front façade and wraps the south-facing elevation. A two-story wood-framed addition extends off the rear west elevation. This dwelling is a contributing structure in the Historic District.

The wrap-around porch shows elements of the Queen Anne and Colonial Revival styles and was added in the early 20th century. A full-width one-story front porch first appears on the 1912 Sanborn Fire Insurance Map. A small one-story entry porch was added at the rear of the south elevation by 1919. The location of this side entry appears to shift on subsequent maps; however, the two separate porches are maintained through the 1947 Sanborn Fire Insurance Map. This arrangement indicates that the porches were not connected into a full wrap-around porch until after 1947. Currently, a bathroom has been constructed over

the location of the former side entry porch. The east-facing exterior wall of the bathroom is within the side porch area. The wall is constructed over the porch framing and does not align with any masonry foundation wall. The applicant proposes to enlarge this bathroom and move the exterior wall towards the front of the house, to align with the masonry foundation wall at the cellar entry below the existing porch.

The applicant proposes to salvage the wood siding from the existing wall and reuse it for the new wall. The existing corner board will remain, and new wood siding matching the existing in thickness and exposure will be installed on the south side wall between the old and new corner boards. One porch column will be removed to accommodate the new construction, but this will be salvaged. The proposed alteration will not result in the removal or alteration of any character-defining features and is clearly distinguishable from the historic structure. Staff finds that the alteration will not have an adverse impact on the character of the structure or the District.

APPROVAL CRITERIA

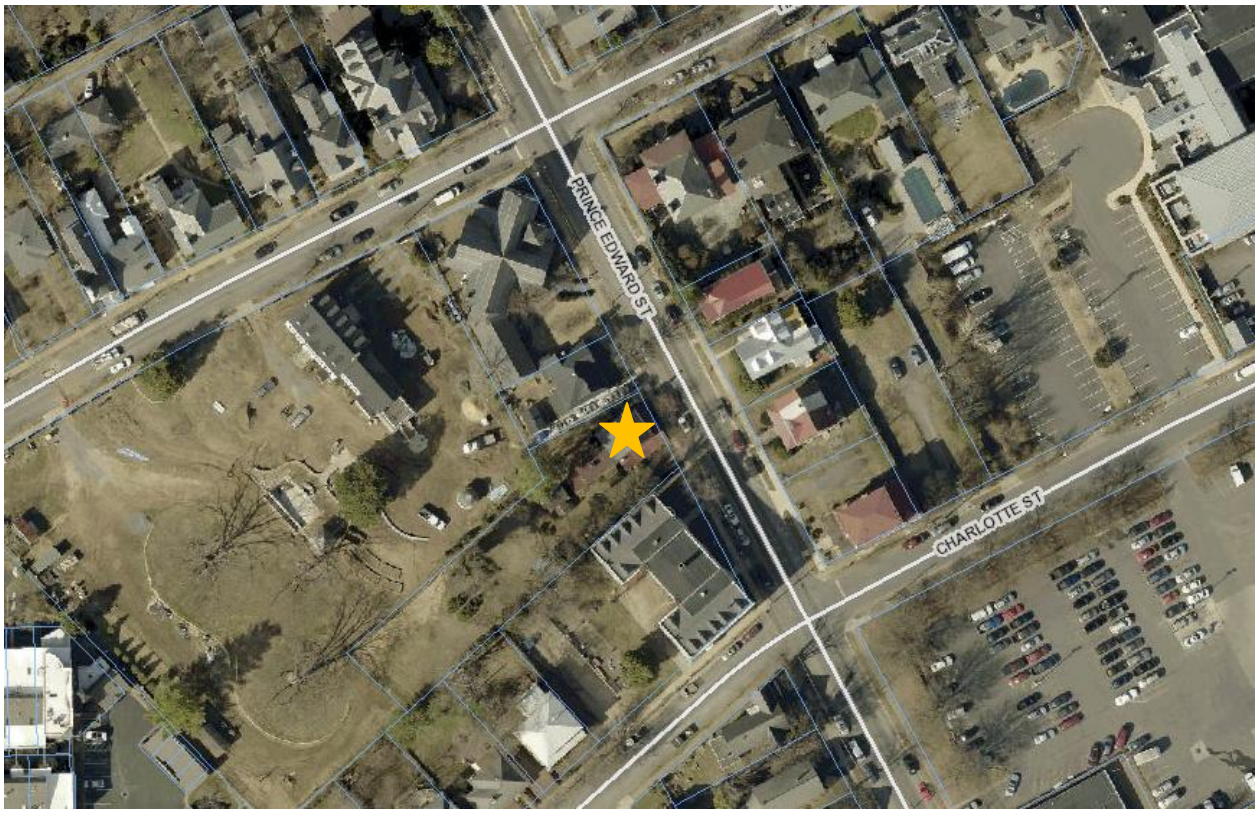
Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
		X	(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
		X	(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
		X	(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

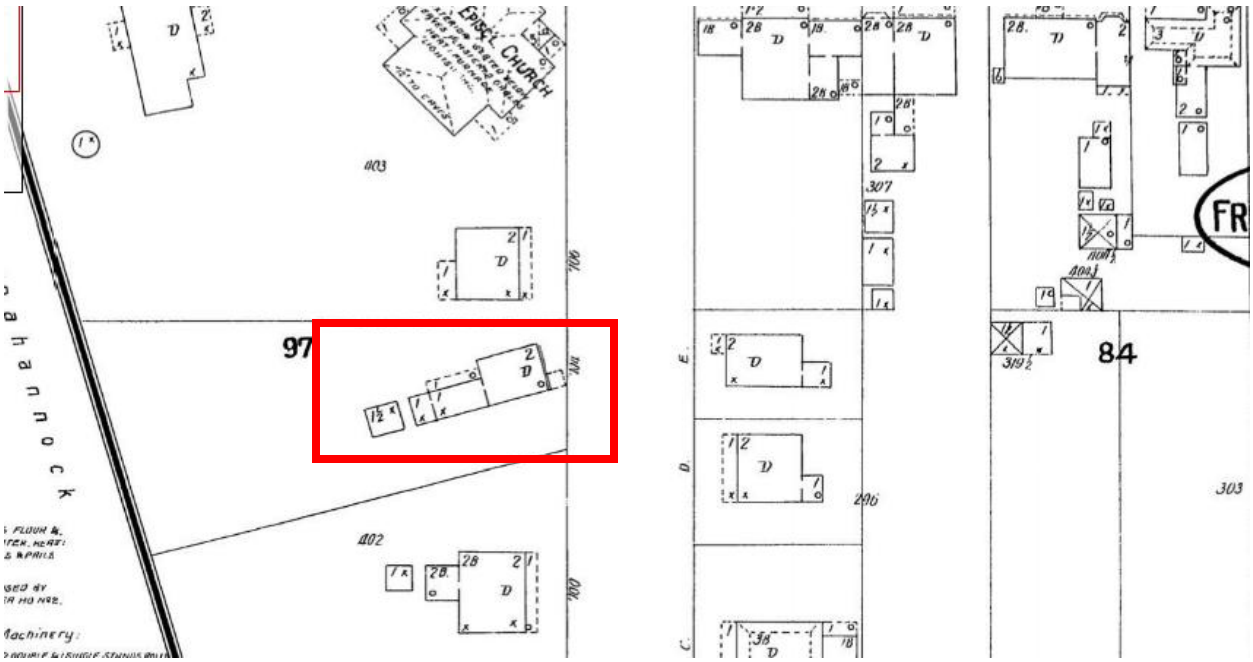
Attachments:

1. Aerial photograph showing property location
2. Sanborn Fire Insurance Maps, 1907 and 1919
3. Sanborn Fire Insurance Maps, 1927 and 1947
4. Project summary provided by applicant
5. Partial Demolition Plan
6. Partial Construction Plan
7. Photographs, existing conditions

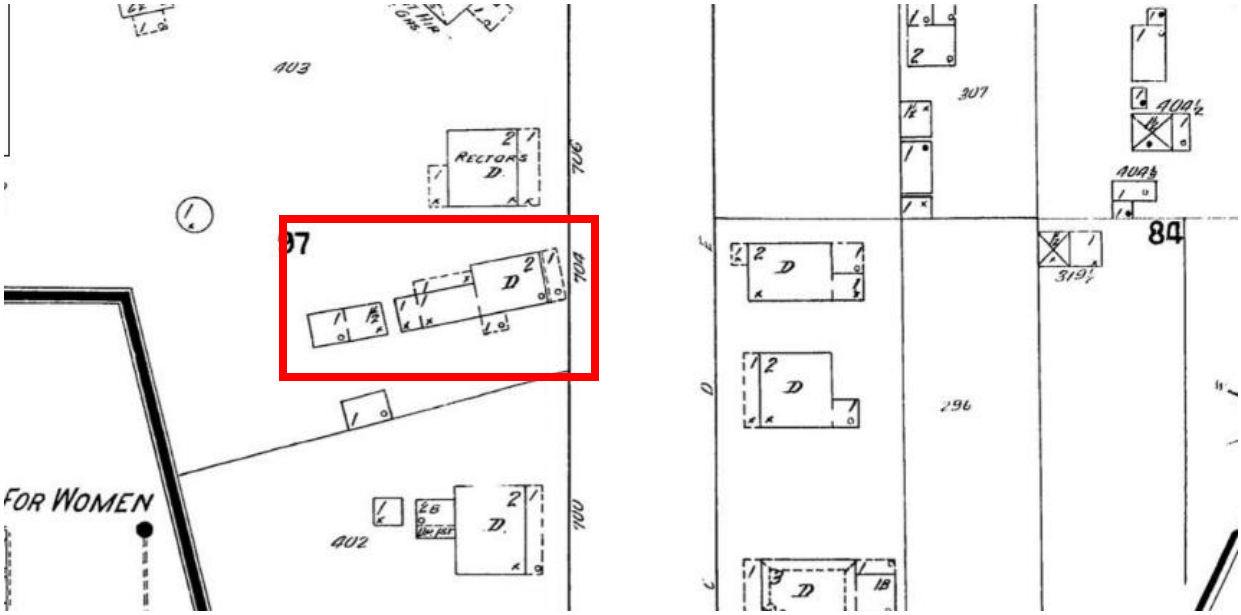


AERIAL

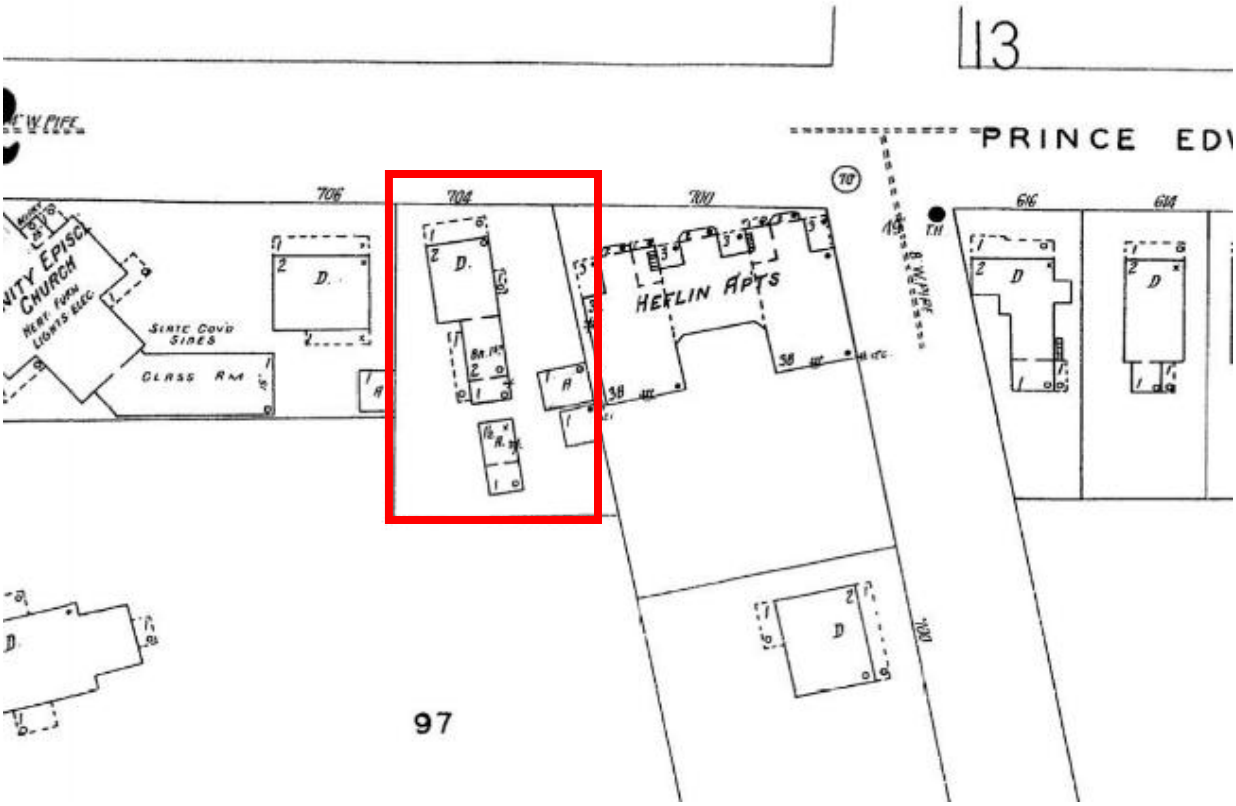
EAST (FRONT) ELEVATION



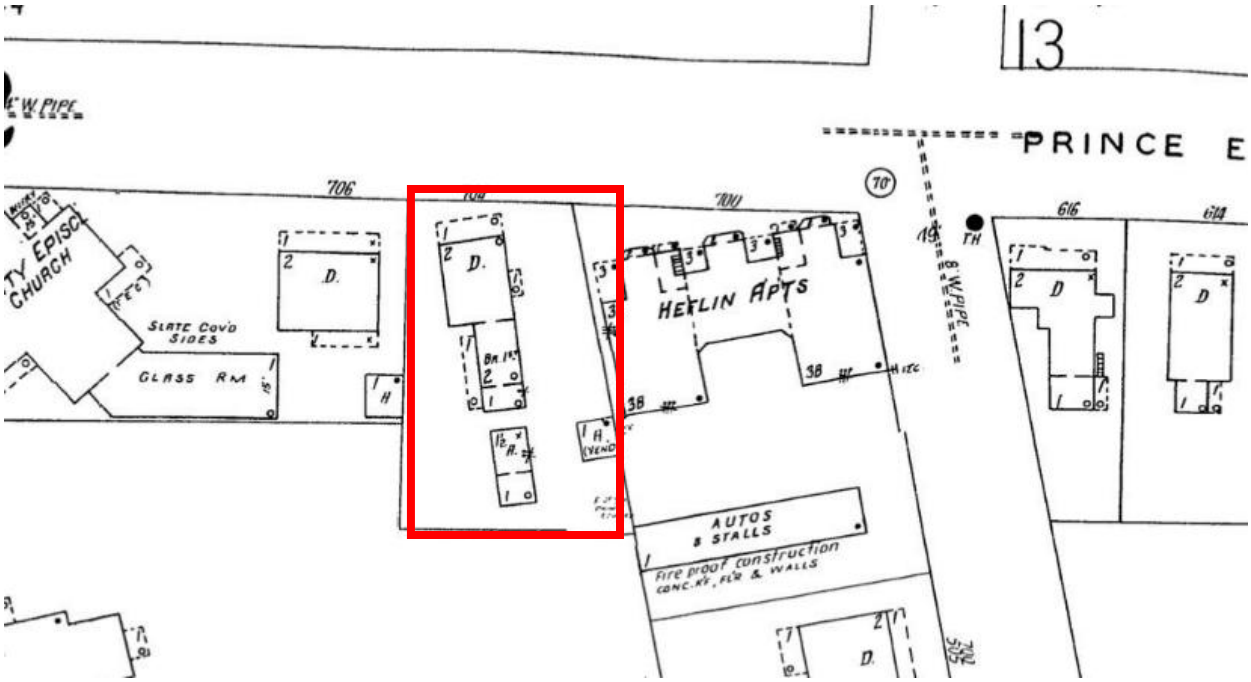
1907 Sanborn Fire Insurance Map
Note the small entry porch projecting off the front elevation.



1919 Sanborn Fire Insurance Map
Note the addition of a full-width front porch and small side entry porch.



1927 Sanborn Fire Insurance Map
Note the change in location of the side entry porch.



1947 Sanborn Fire Insurance Map

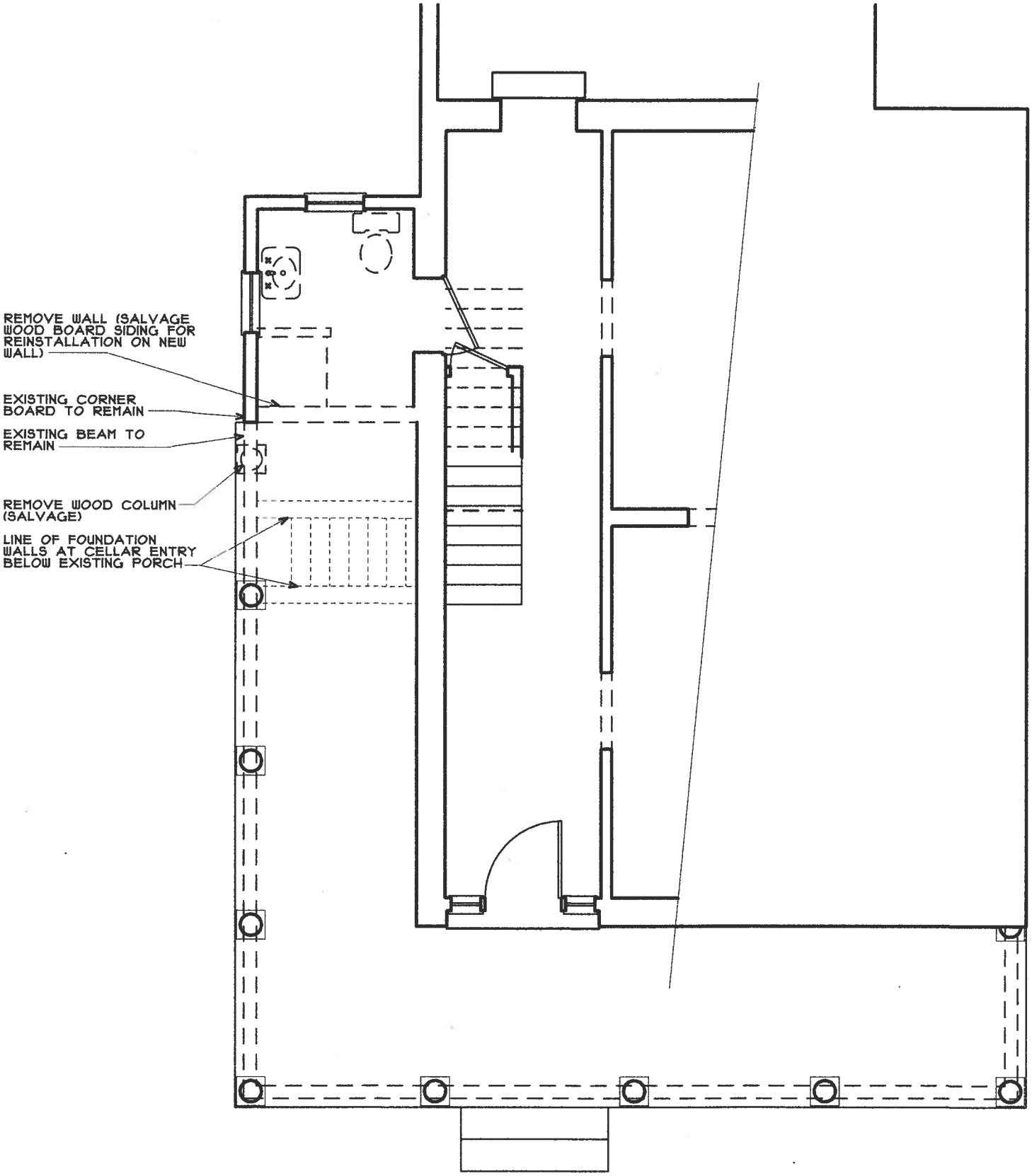
May 20, 2016

704 Prince Edward Street

The applicants, new owners of this 1855-6 dwelling, are making a variety of repairs, including repairs to the failing south gable masonry wall, and updating the kitchen and bathrooms. Presently, there is a bathroom on the first floor built over what had been a side entry porch. The applicants wish to move the an existing exterior wall of this bathroom so that it aligns with an existing brick foundation wall to allow the crawl space, and the plumbing lines it contains, to be isolated from the area under the porch and properly insulated. Also, this enlargement of the space allows for the installation of a small laundry closet.

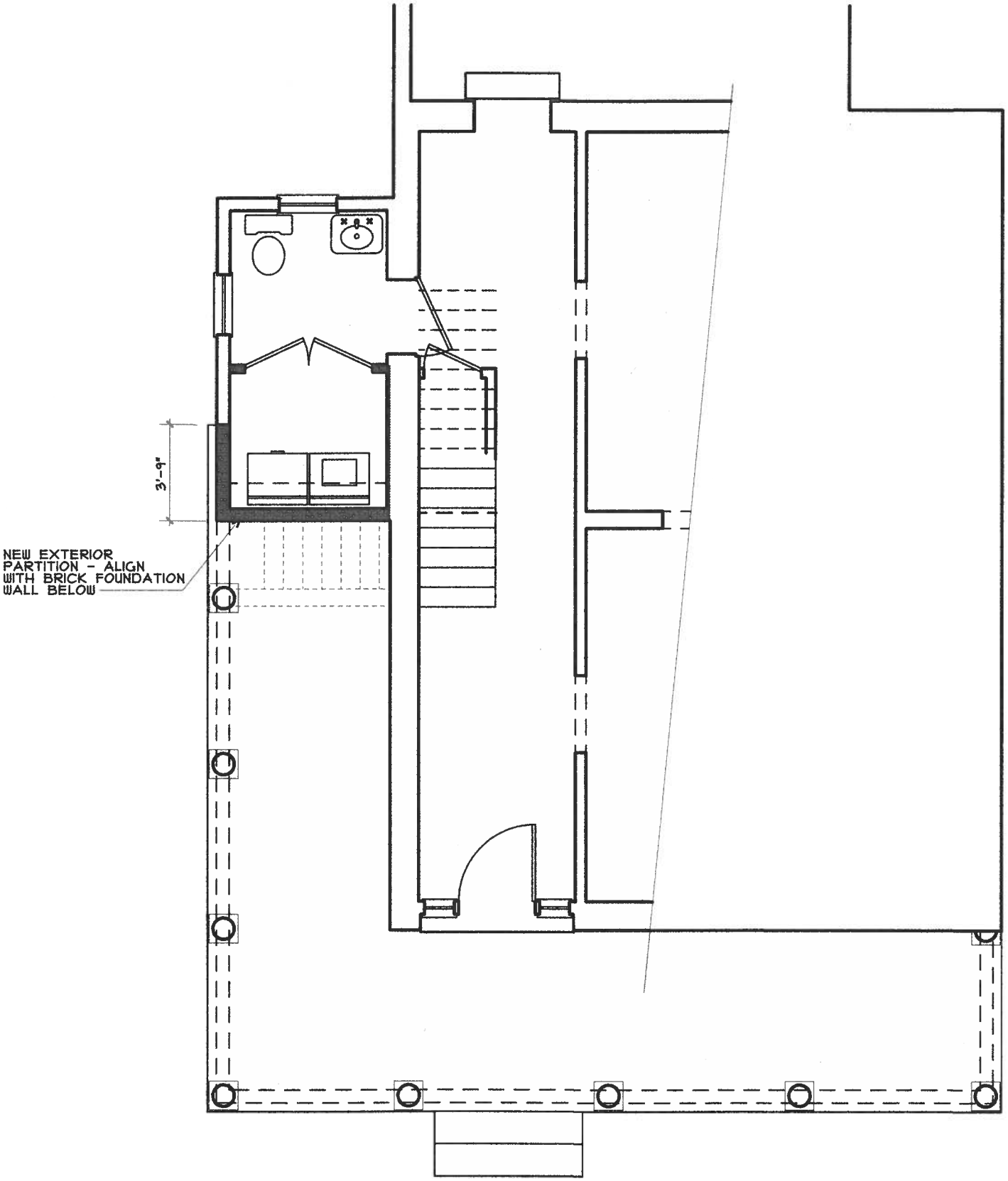
The applicants plan to salvage the wood siding on the bathroom wall to be relocated, and reinstall it on the relocated exterior wall. New wood siding - between the existing corner board (to remain) and the new corner board - will match existing in thickness and exposure.

The present day 'wrap-around' porch appears to be a modern configuration. Differences in detailing indicate that the side portion of the porch was added. The side portion covers the (only) cellar entrance, and detailing of its masonry piers, beams, and wood railings are different from that on the front. In addition, a ghost of a pilaster to the left of the main entry door may be seen, mirroring the one on the right side of the elevation.



PARTIAL DEMOLITION PLAN - 1st FLR BATHROOM

3/16" = 1'-0"



PARTIAL PLAN - 1st FLR POWDER ROOM

3/16" = 1'-0"

704 PRINCE EDWARD STREET — PAGE 3 of 4

Fig. 1 Porch with decking removed. Note existing exterior wall is constructed over porch framing and does not align with masonry foundations.

Fig. 2 Abandoned steps below current bathroom at what had been a side entrance door.

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for demolition and exterior alteration at 319 Prince Edward Street

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ISSUE

Matt Revell requests a Certificate of Appropriateness to demolish the one-story rear addition, construct a new two-story rear addition, alter the roofline, and install a new front porch on this single-family residence.

RECOMMENDATION

Partial approval of the Certificate of Appropriateness for demolition of the rear one-story addition.

Continue the application for new construction to the July 11, 2016 hearing of the ARB.

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

City Code Section 72-23.1 D(3)
Demolition, Removal or Relocation

(a) No historic landmark, building or structure within the HFD shall be razed, demolished, or moved until the razing, demolition or moving thereof is approved by the ARB. In determining the appropriateness of any application for the razing, demolition, or moving of a building or structure, the ARB shall consider the following criteria:
   1. The architectural significance of the building or structure.
   2. The historical significance of the building or structure.
   3. Whether a building or structure is linked, historically or architecturally, to other buildings or structures, so that their concentration or continuity possesses greater significance than the particular building or structure individually.
   4. The significance of the building or structure or its proposed replacement in furthering the Comprehensive Plan's goals.
   5. The condition and structural integrity of the building or structure, as indicated by documentation prepared by a qualified professional or licensed contractor, or other information, provided to the board for examination. The City Manager may obtain an assessment from a qualified professional or licensed contractor to assist the ARB or City Council in rendering a decision.
   6. Effect on surrounding properties.

7. Inordinate hardship. This inquiry is concerned primarily with the relationship between the cost of repairing a building or structure and its reasonable value after repair. An inordinate hardship is an instance when preservation will deprive the owner of reasonable economic use of the property.

Building Massing – Additions (pg. 76)
Additions to buildings, whether commercial or residential, should follow the preceeding guidelines. Furthermore, the following guidelines need to be considered because of the high visual impact additions can have on existing structures.

Construction Guidelines

1. Before a building is enlarged, the needed functions an addition is meant to address should be evaluated to see if they can be accommodated within the existing structure.
2. An addition, when needed, should not visually overpower the existing structure.
3. Locate additions on the rear or side (secondary) elevations. If an additional floor is to be constructed on top of a building, it should be set back from the main facade to minimize its visual impact.
4. To avoid compromising the integrity of historic buildings, additions should not be made to look older than they are. New construction should be differentiated from the old while still being compatible with the massing, scale, and architectural features of the original building. Replicas only confuse the importance of the original architecture.
5. Additions should be constructed so as not to impair the essential form and integrity of the original building.

BACKGROUND

This c.1890 residence, located at the corner of Frederick and Prince Edward Streets, is one of a large number of late 19th and early 20th-century modest Folk Victorian dwellings clustered to the north and south of the urban core. This is a two-story, two-bay, shed-roof, wood-frame dwelling displaying elements of the Italianate and Colonial Revival styles. A one-story shed-roofed section extends off the rear of the primary two-story mass. Distinctive features include the dentillated cornice, six-over-six double-hung sash windows, weatherboard siding, and a stretcher-bond brick foundation. The residence is a contributing structure in the Historic District.

A series of alterations and additions have modified the form of this structure over the years. The 1891 Sanborn Fire Insurance Map depicts what is likely the original form with a one-story wing extending from the rear east-facing elevation. Later maps show a variety of rear additions to the structure, and additional dwellings are even shown on the same lot in 1907, 1912, 1919, and 1947. The current rear addition, clad in vertical boards, was constructed after 1947. A 1989 ARB application indicates that this rear addition dates to the 1960s. The addition does not contribute to the historic significance of the structure.

The original structure, located closest to Prince Edward Street, appears to be structurally stable with the exception of a failed second-story roof. This has currently been stabilized. However, the roof on the rear addition failed several years ago and has caused that area to become wet and unstable. This deteriorated

area is contributing to the migration of moisture into the original structure. There is a clear delineation between this addition and the original structure, and staff is concerned that the moisture issues in the addition will cause accelerated deterioration in the original structure. The addition can be removed without damage to the primary structure, and staff recommends approval of the demolition in order to prevent further deterioration of the 1890s residence.

The applicant proposes to construct a new two-story addition on the residence, using the c.1927 building footprint as a model for the new addition. In addition, a second story would be added to the rear half of the original portion of the structure. To accommodate the new addition and allow the roof to shed water, the applicant proposes to alter the roofline and angle the shed roof towards the street rather than the rear of the house. Staff recommends a shallower roof pitch than that depicted in the submitted image to ensure that the façade retains its original appearance from street level.

The applicant also proposes to remove the existing front porch and replace it with a wood-framed porch that wraps the west and north elevations. The existing porch is a mid-20th-century addition, not constructed until after 1947. Wrap-around porches are less common in the district than full-width front porches; however, this structure is located on a large corner lot and staff believes that this arrangement would not have an adverse impact on the character of the structure or the district.

Staff finds that the site planning and scale of the proposed addition meet the standards of the Historic District, but recommends continuation of the application to allow for additional consideration of the massing and design details.

APPROVAL CRITERIA

Criteria for evaluating demolitions are found in City Code Section 72-23.1 D(3).

The architectural significance of the building.	The 1960s addition is not architecturally significant.
The historical significance of the building.	The 1960s addition is not historically significant.
Whether a building or structure is linked, historically or architecturally, to other buildings or structures, so that their concentration or continuity possesses greater significance than the particular building or structure individually.	This addition does not contribute to the architectural significance of the structure or the district because it was constructed outside of the period of significance. Its removal would not impact the significance of the primary structure.
The significance of the building or structure or its proposed replacement in furthering the Comprehensive Plan's goals.	The proposed project furthers the goals of the comprehensive plan by rehabilitating a currently blighted property.
The condition and structural integrity of the building or structure.	Poor; the addition is extremely deteriorated and cannot be reasonably rehabilitated. Moisture and degradation in this addition is threatening the condition of the original 1890s structure.
Effect on surrounding properties.	Removal will enhance use of the site and will not adversely impact the historic character.
Inordinate hardship.	Unknown.

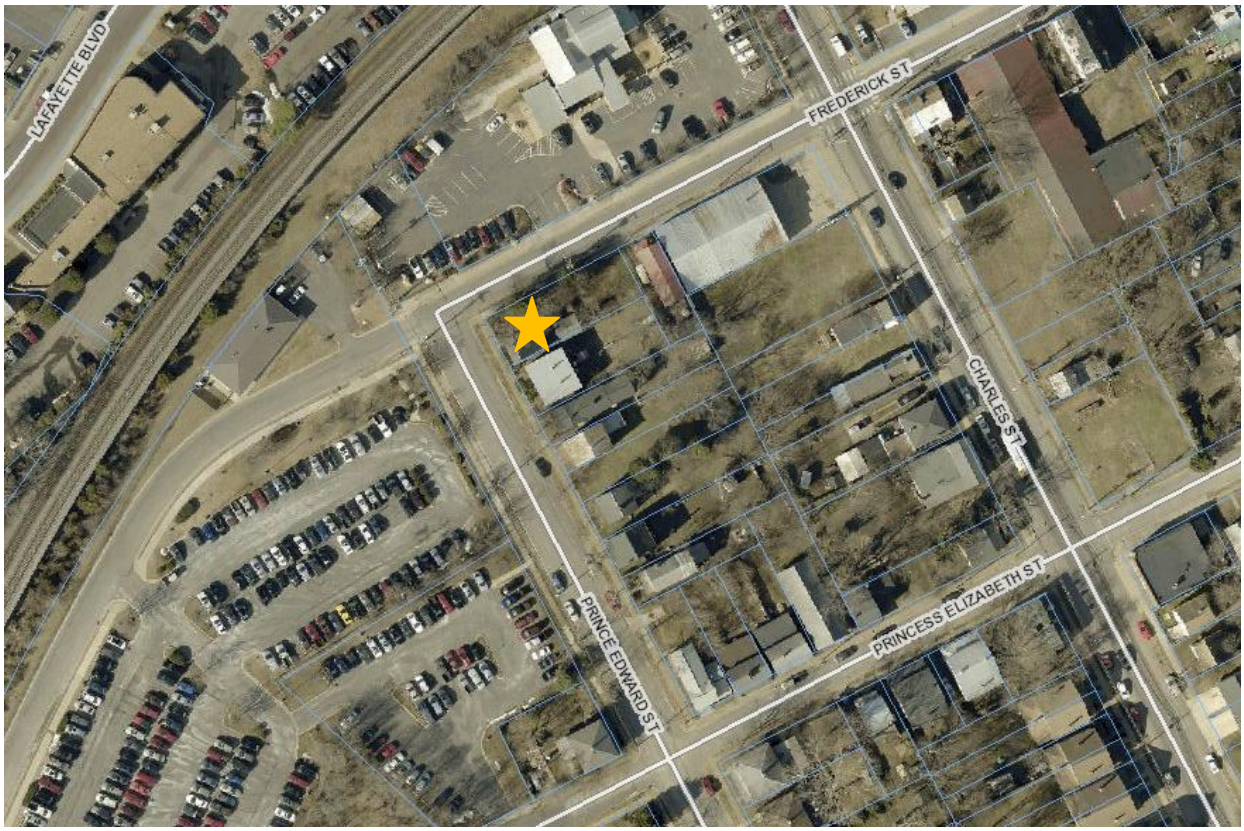
Criteria for evaluating proposed changes are found in City Code Section 72-23.1.D.2 and are based on the United States Secretary of the Interior's Standards for Rehabilitation.

S	D	NA	S – satisfies D – does not satisfy NA – not applicable
X			(1) Every reasonable effort shall be made to provide a compatible use for a property by requiring minimal alteration of the building, structure, or site and its environment, or by using a property for its originally intended purposes.
X			(2) The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historical material or distinctive architectural features should be avoided when possible.
X			(3) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no basis and which seek to create an earlier appearance shall be discouraged.
X			(4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
X			(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, or site shall be treated with sensitivity.
X			(6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. If replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Replacement of missing architectural features should be based on historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
		X	(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
		X	(8) Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
X			(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

X			(10) Wherever possible, new additions or alterations to structures shall be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

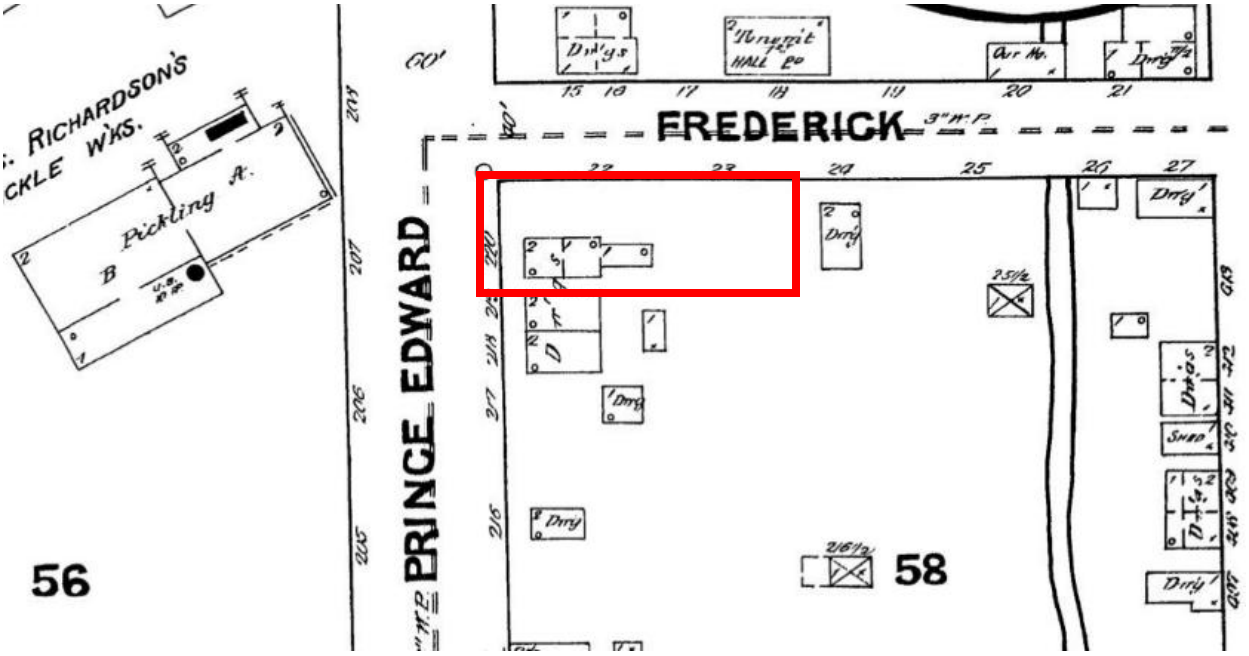
Attachments:

1. Aerial photograph showing property location
2. Sanborn Fire Insurance Maps, 1891 and 1896
3. Sanborn Fire Insurance Maps, 1902 and 1907
4. Sanborn Fire Insurance Maps, 1912 and 1919
5. Sanborn Fire Insurance Maps, 1927 and 1947
6. Photographs, existing conditions
7. Rendering, proposed new addition and alterations
8. Site plan

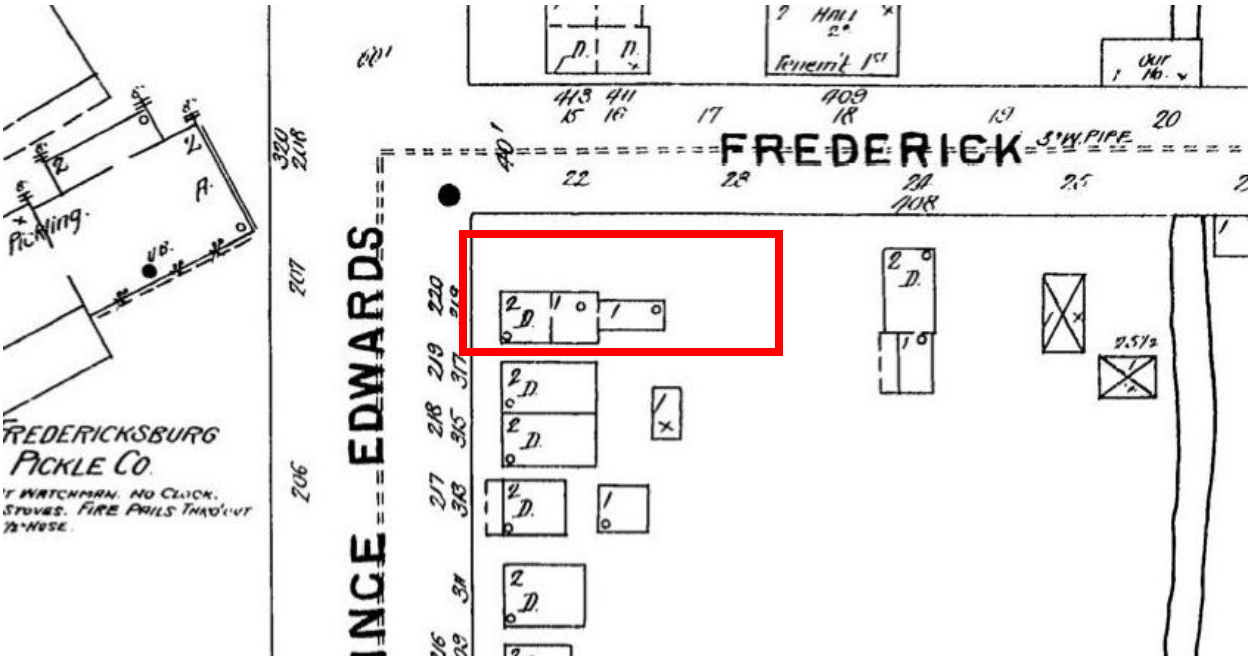


AERIAL

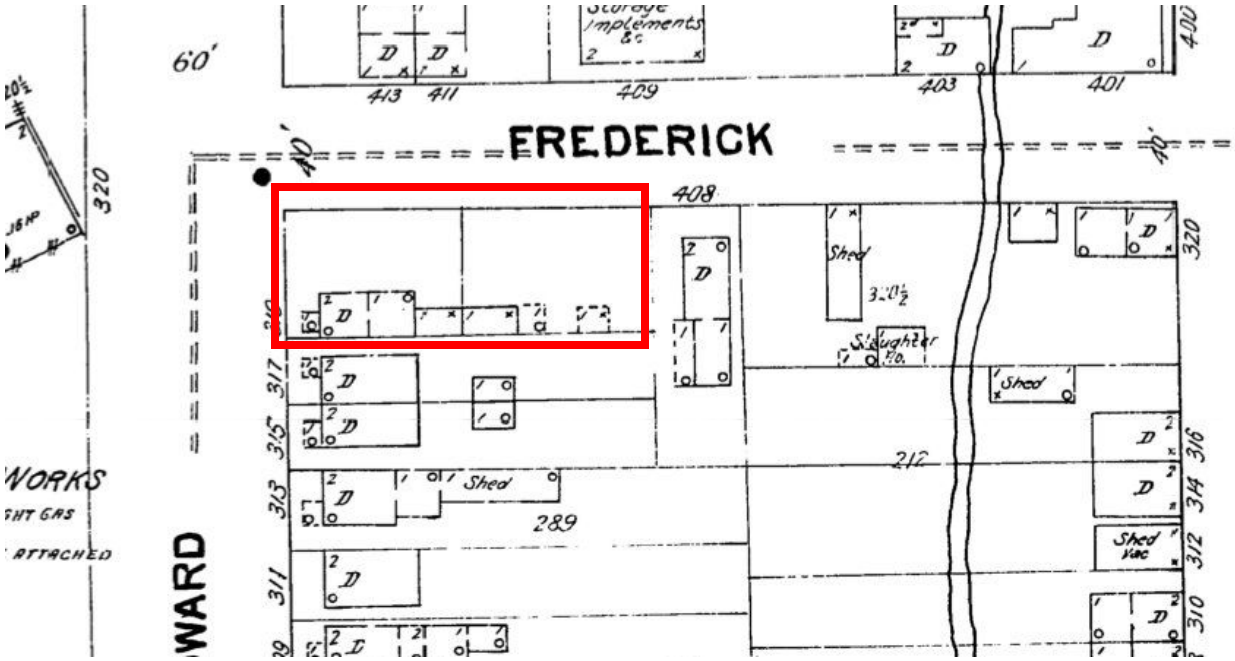
WEST (FRONT) ELEVATION



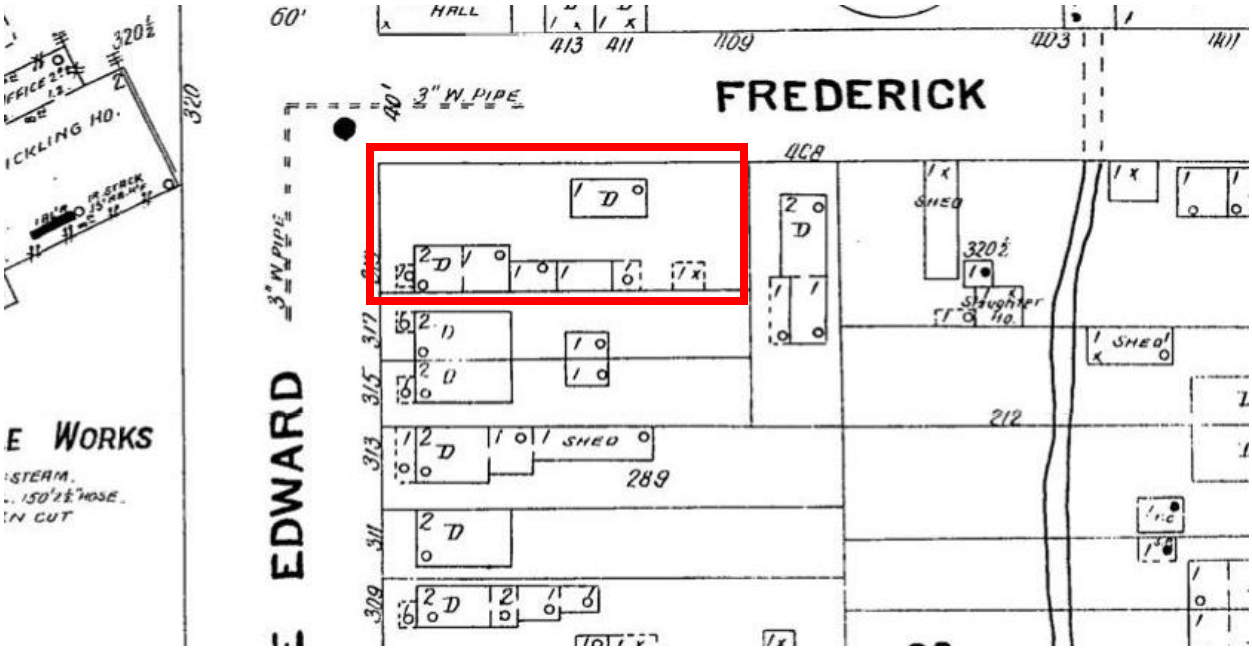
1891 Sanborn Fire Insurance Map



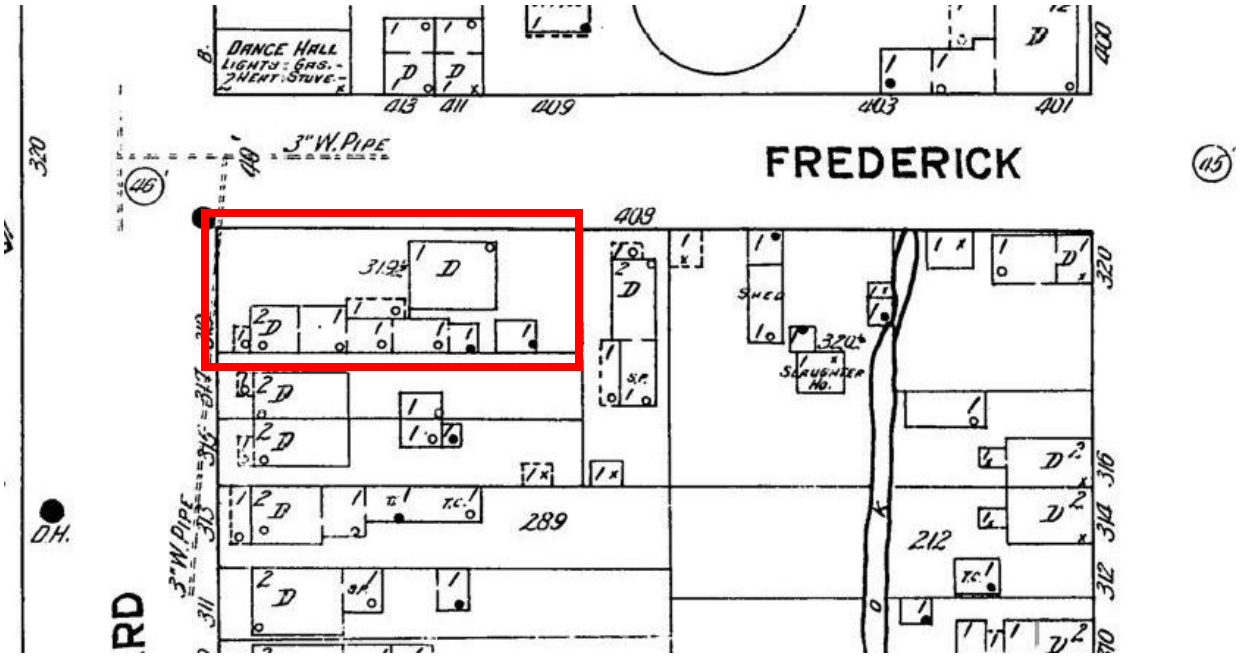
1896 Sanborn Fire Insurance Map



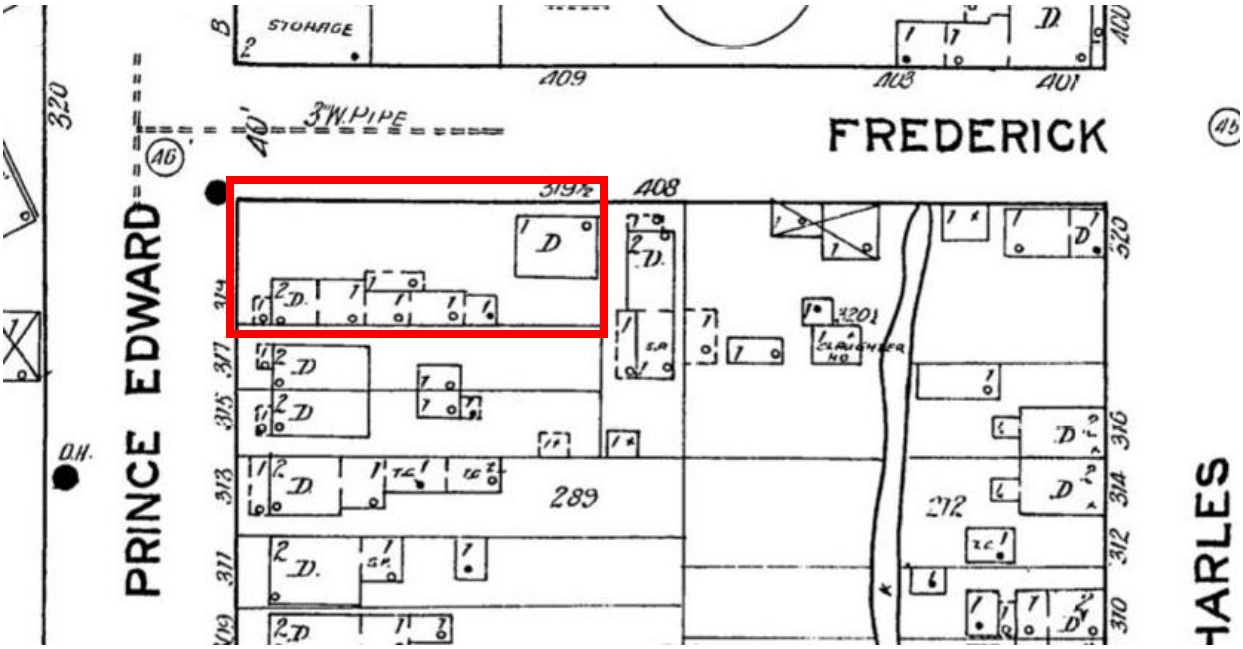
1902 Sanborn Fire Insurance Map



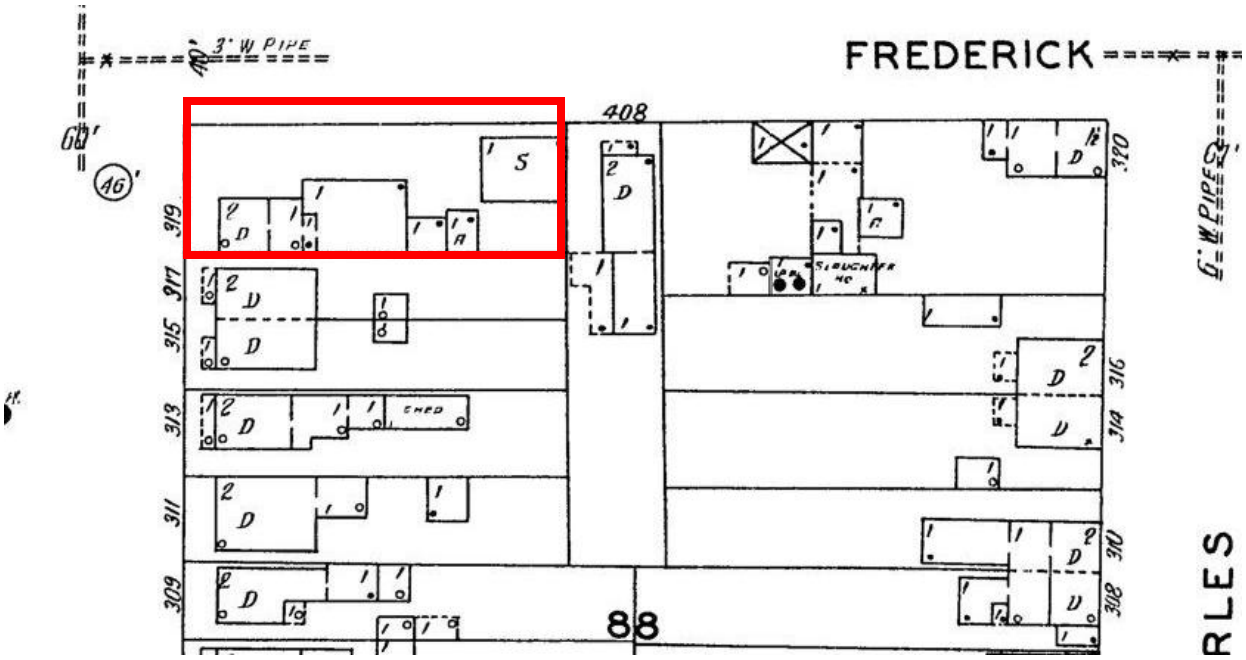
1907 Sanborn Fire Insurance Map



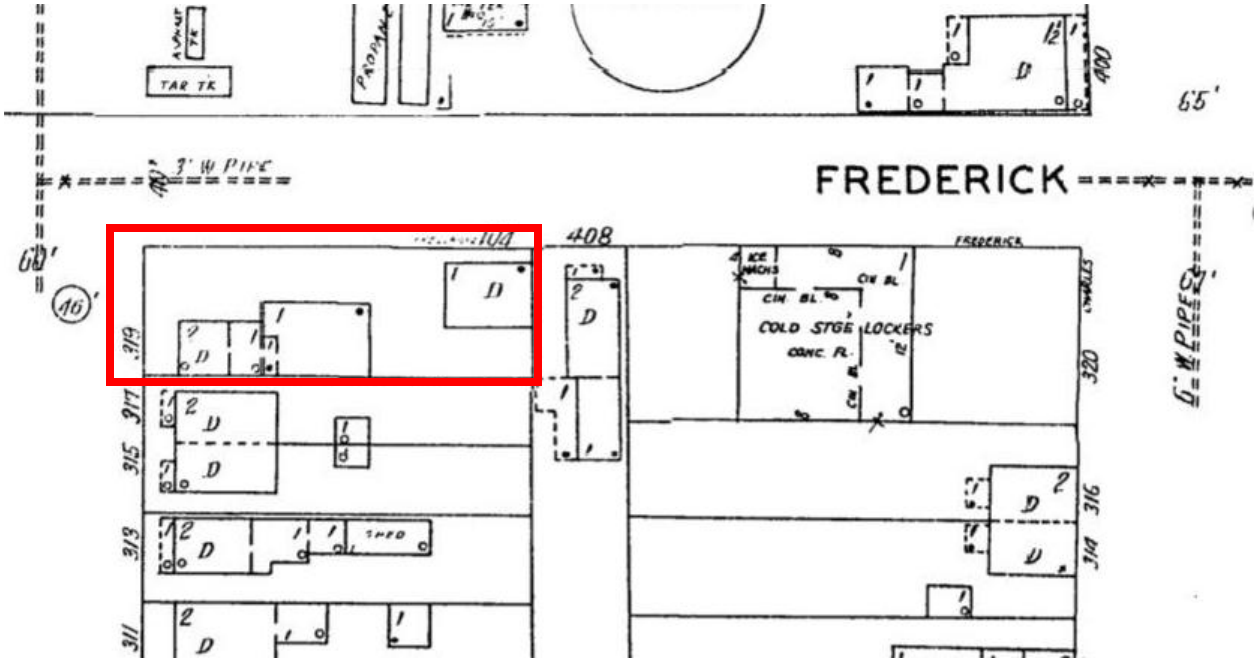
1912 Sanborn Fire Insurance Map



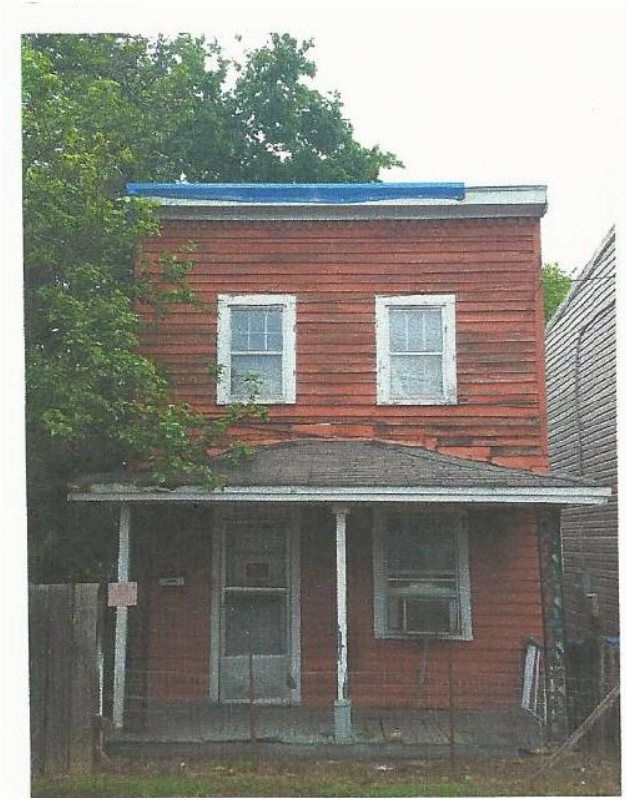
1919 Sanborn Fire Insurance Map



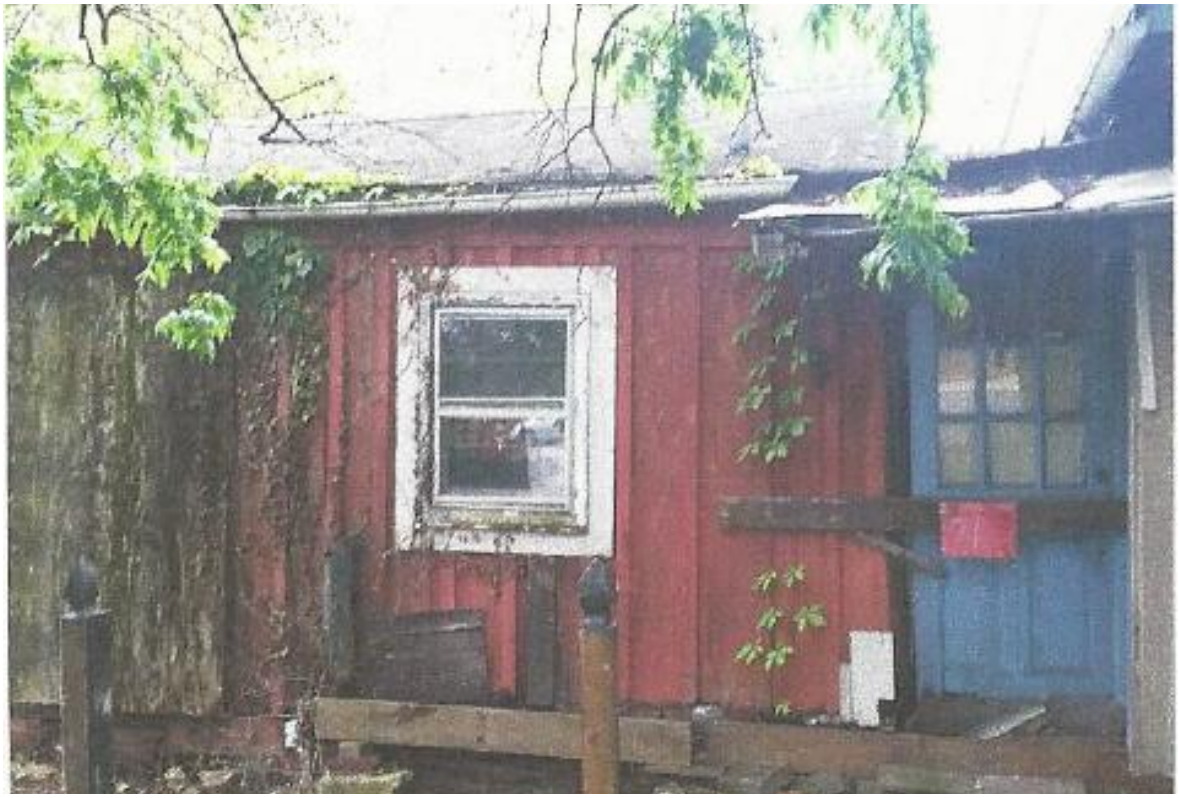
1927 Sanborn Fire Insurance Map



1947 Sanborn Fire Insurance Map



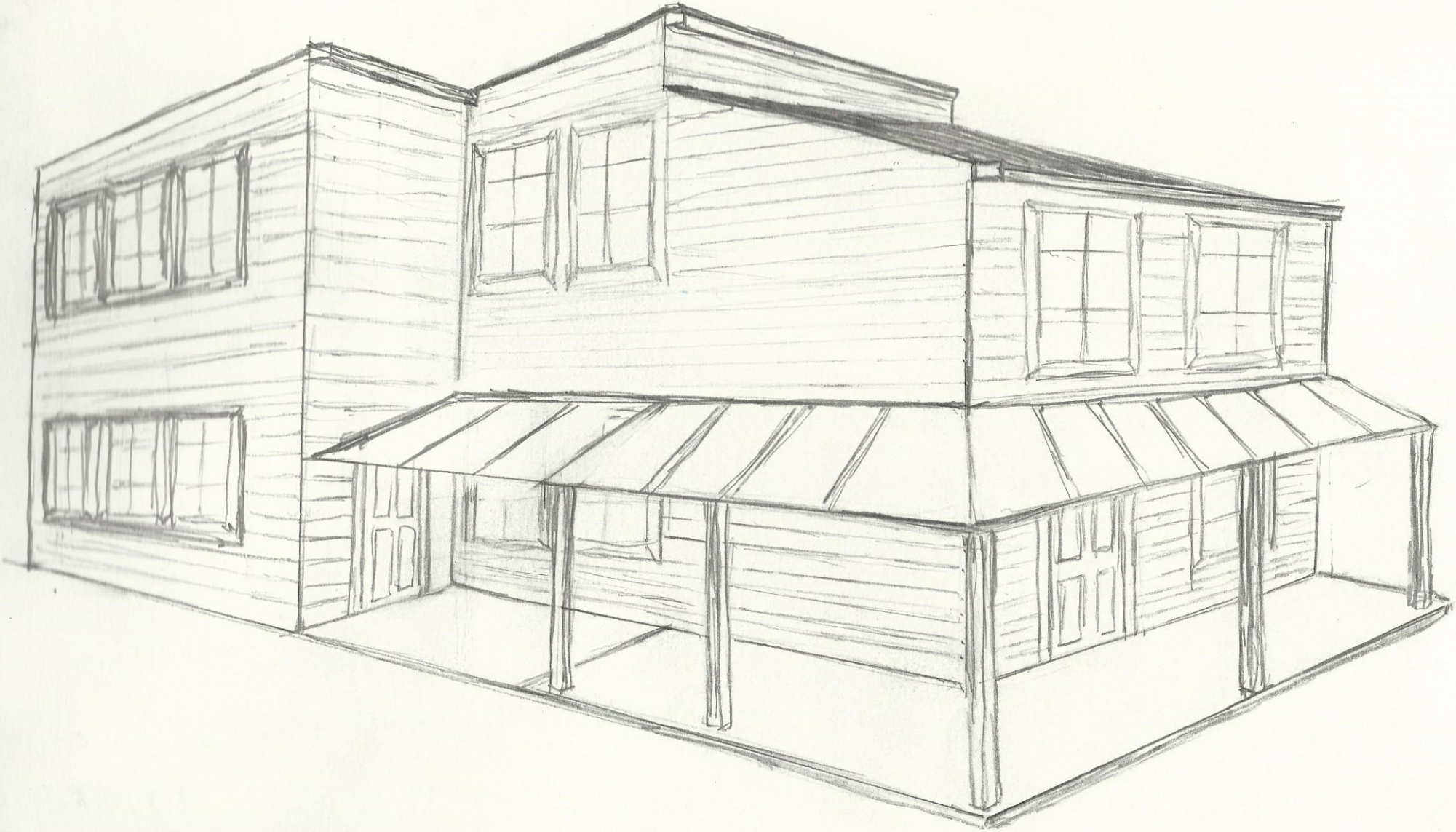
Existing Conditions



Existing Conditions

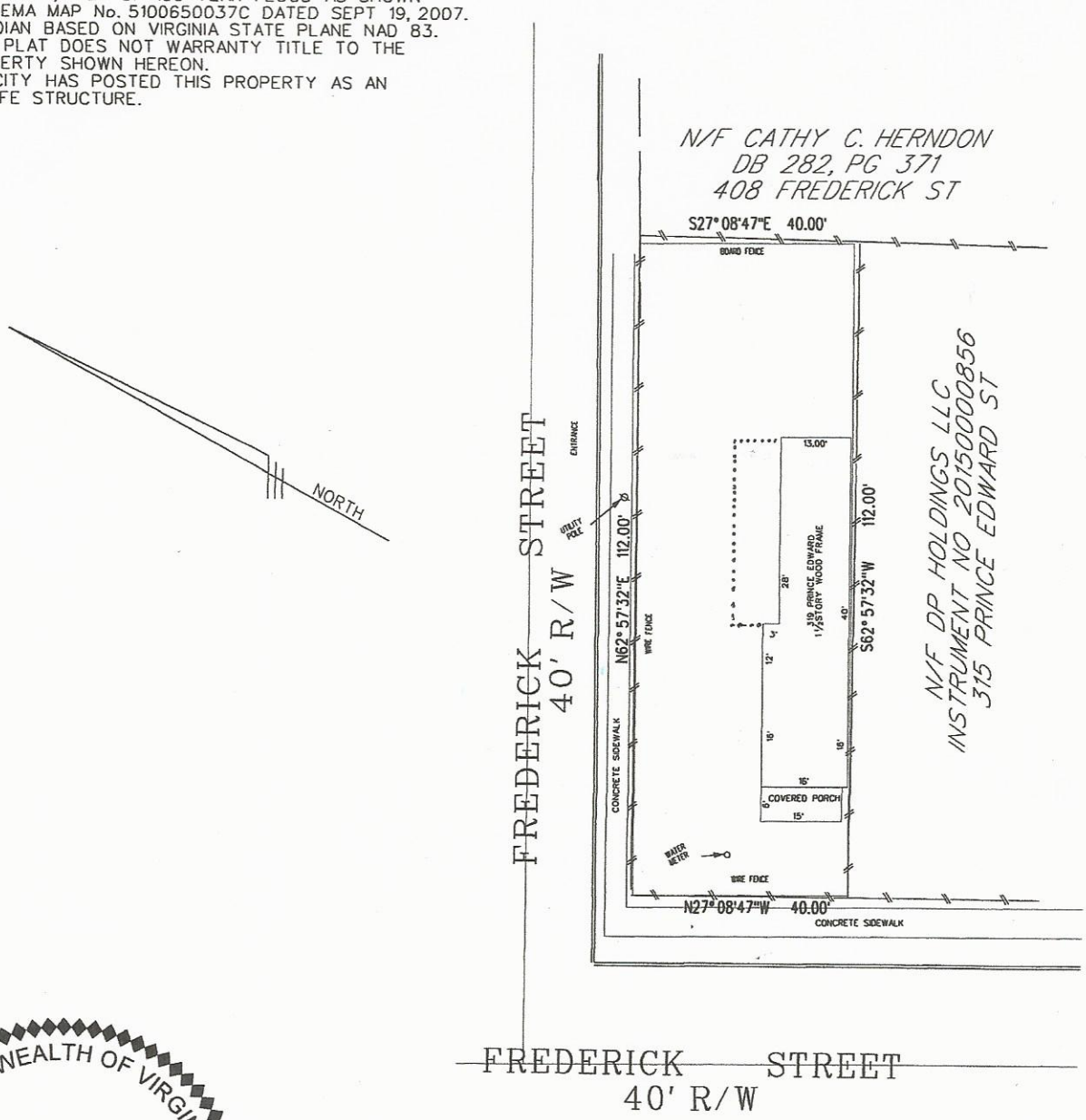
Existing Conditions, Addition Interior

Existing Conditions



NOTES:

1. EASEMENTS NOT SHOWN MAY EXIST.
2. THIS IS NOT A BOUNDARY SURVEY
3. THE PROPERTY SHOWN HEREON APPEARS TO BE IN ZONE "AE", AREA OF 100 YEAR FLOOD AS SHOWN ON FEMA MAP No. 5100650037C DATED SEPT 19, 2007.
4. MERIDIAN BASED ON VIRGINIA STATE PLANE NAD 83.
5. THIS PLAT DOES NOT WARRANTY TITLE TO THE PROPERTY SHOWN HEREON.
6. THE CITY HAS POSTED THIS PROPERTY AS AN UNSAFE STRUCTURE.



COMMONWEALTH OF VIRGINIA

HAMILTON G. PALMER
Lic. No. 1661

1/28/16

LAND SURVEYOR

SITE PLAN SKETCH

319 PRINCE EDWARD STREET

FREDERICKSBURG, VIRGINIA

HGP, INC.

©

PURINA TOWER SUITE 100 - 401 CHARLES STREET; FREDERICKSBURG, VIRGINIA 22401
PH (540)371-5171 Email:HPALMER@HGP.BIZ

LAND SURVEYING -- CONSULTING -- PLANNING -- SUBDIVISIONS -- BOUNDARIES - TOPOGRAPHY - BASE MAPPING - GEODETIC CONTROL

DATE: 1/28/16 | SCALE: 1"=30'

319 Prince Edward Sketch.DGN 1/28/2016 6:59:39 PM

MEMORANDUM

TO: ARCHITECTURAL REVIEW BOARD
FROM: Kate Schwartz, Historic Resources Planner
DATE: June 13, 2016
SUBJECT: Certificate of Appropriateness for new construction at 500 William Street

ISSUE

The City of Fredericksburg Parks, Recreation, and Public Facilities Department requests a Certificate of Appropriateness to install a prefabricated concrete restroom building in Hurkamp Park.

RECOMMENDATION

Approval of the Certificate of Appropriateness with the following conditions:

- Use of "Split Block" or "Skip Trowel" exterior finish in a gray or tan color
- Conduct an archaeological survey during excavation of the utilities and monitor for disturbance of human remains or other evidence of archaeological resources

APPLICABLE HISTORIC DISTRICT DESIGN GUIDELINES

City Code Section 72-23.1 D(1)

(1) New construction. No building or structure shall be erected or reconstructed within the HFD, unless approved by the ARB as being architecturally compatible with the historic landmarks, buildings, structures and areas located therein. The ARB shall, in making its decisions, consider the characteristics of a proposed building or structure as they affect and relate to the district, including the following elements:
   (a) Site planning (continuity of street edge, spacing between buildings, fences and walls, parking);
   (b) Building scale (size, height, facade proportions);
   (c) Building massing (form, roof shape, orientation);
   (d) Roof (shape, pitch, overhang, dormers, skylights, chimneys);
   (e) Windows (type, shape and proportion, rhythm and balance, blinds/shutters);
   (f) Doorways (placement and orientation, type);
   (g) Storefronts (materials, architectural details);
   (h) Exterior architectural elements (entrances, porches and steps, cornices);
   (i) Materials (wall surfaces, foundation, roof); and
   (j) Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities).

BACKGROUND

The City of Fredericksburg Parks, Recreation, and Public Facilities Department proposes to install a pre-fabricated concrete restroom building between the alleyway to the Rescue Squad building and the historic brick wall that marks the property line at the rear west side of Hurkamp Park. The building will measure 12 feet by 20 feet, and will be hooked into the City's sewer and water system. The interior of the building will include two stalls and a sink in each the men's and women's restrooms. One stall in each restroom will be ADA accessible, and the facilities will feature accessories that are able to be pressure-washed for easy cleaning. The restroom building will replace the need for portable toilets at the park for most all events, and will provide the state-mandated necessary hand wash capabilities needed for the Farmer's Market.

The restroom building is an Easi-Set precast concrete structure and will be placed approximately three feet away from the historic brick wall at the rear of Hurkamp Park. This structure will replace the portable restrooms currently on site. A poured foundation is not required; instead, the structure will be placed on top of a 6-inch deep base of crushed stone. The structure will be topped by a split, slanted roof with six-inch deep overhanging eaves. The concrete roof is molded to appear as cedar shake shingles. The structure is composed entirely of pre-cast concrete, though a number of surface finishes are available. Staff recommends the "Split Block" or "Skip Trowel" finish in a light or medium gray or tan color as these most closely relate to the actual materiality of the structure. Faux brick or faux wood is not recommended.

Due to the historic use of Hurkamp Park as a cemetery, staff is concerned about the potential for disturbance of human remains or other archaeological material during excavation for the gravel base. It is recommended that an archaeologist be present on site to monitor this work. Staff finds the location, scale, and massing of the restroom structure appropriate for the site and recommends approval of the COA on condition that the recommended finishes are utilized.

APPROVAL CRITERIA

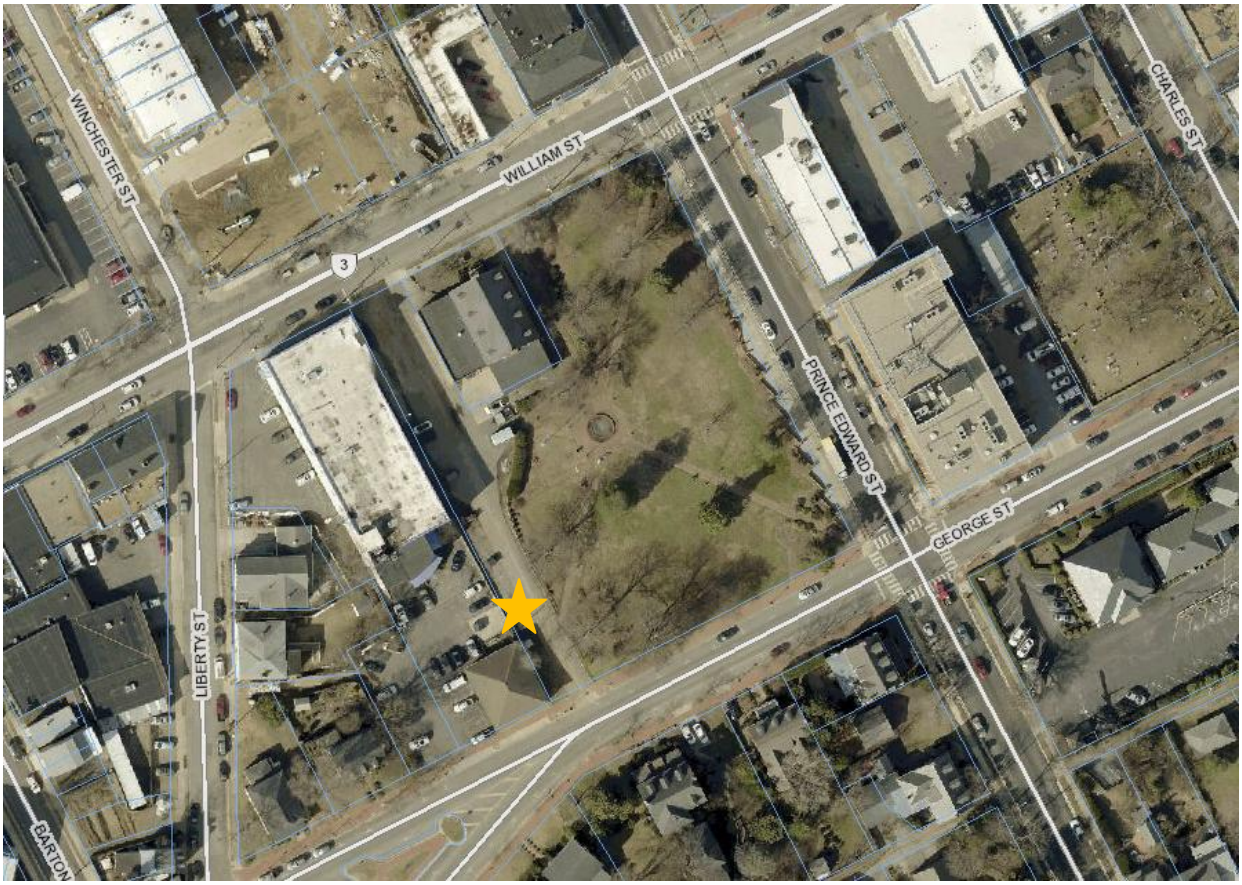
Criteria for evaluating new construction are found in City Code Section 72-23.1 D(1).

Site planning (continuity of street edge, spacing between buildings, fences and walls, parking)	The structure will be located at the west/rear side of Hurkamp Park, set three feet off the historic brick wall. The placement will not interrupt use of the park, but will be easily accessible by pedestrians.
Building scale (size, height, facade proportions)	The symmetrical structure will be 12 feet long by 20 feet wide by 8 feet 7 inches tall.
Building massing (form, roof shape, orientation)	This will be a simple rectangular structure topped by a split, slanted roof with the front elevation facing east. The simple form and roof relate to accessory structures used throughout the District.
Roof (shape, pitch, overhang, dormers, skylights)	Split, slanted roof with six-inch overhanging eaves
Windows (type, shape and proportion, rhythm and balance, blinds/shutters)	Windows will be minimal to maintain privacy in the restroom facility. An asymmetrical window will be located near the top of each side wall.

Doorways (placement and orientation, type)	Three doors will be symmetrically placed on the front elevation; these plain doors are appropriate for this simple utilitarian structure.
Storefronts (materials, architectural details)	Not applicable.
Exterior architectural elements (entrances, porches and steps, cornices)	No decorative features will be incorporated into this simple utilitarian structure.
Materials (wall surfaces, foundation, roof)	The entire structure will be constructed of precast concrete.
Miscellaneous details (trim, gutters and leaders, louvers/vents, lighting, public utilities)	Vents will be placed near the ground on the two side walls. No other trim or exterior lighting is proposed.

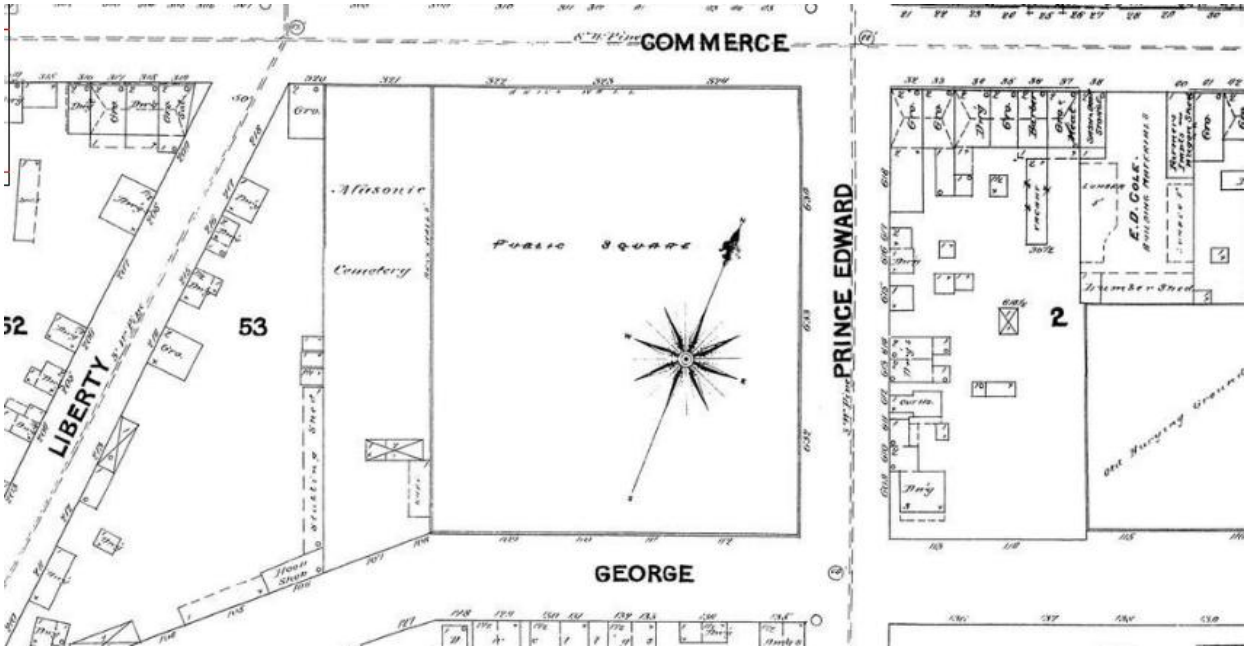
Attachments:

1. Aerial photograph showing property location
2. 1891 Sanborn Fire Insurance Map
3. Photographs, example structures
4. Easi-Set Finish Options
5. Easi-Set Color Options
6. Easi-Set Restroom Brochure
7. Bathroom Addition Site Plan and Details



AERIAL

EAST (FRONT) ELEVATION



1891 Sanborn Fire Insurance Map
Showing cemetery location in present-day Hurkamp Park

Example Restroom Structure

Example Restroom Structure, Side Elevation

Split-Block Finish and Color

Easi-Set Finish Options

Easi-Set Color Options

The above color samples are approximations only. Jobsite applied colors will vary from this color chart d to computer monitor calibrations as well as the texture and porosity of the substrate. United recommends applying a color sample to an inconspicuous area on the actual substrate to verify color choice. Not all products are available in all colors.

Specification

- Meets IBC-20
  ABC 3rd edi
  Standar
  re

Turn the page

EASI-SET® Finishes

Transportable Precast Concrete Restrooms

Wide selection of exterior finishes to complement any setting. Popular finishes shown below.

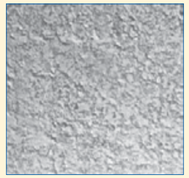
EASI-Brick©

Broom

Exposed Aggregate

Barnboard

Split Block



Skip-Trowel

Additional finishes are available. Colors and textures of natural materials may vary by region.

Restroom, concession stand, and storage, Wisconsin.

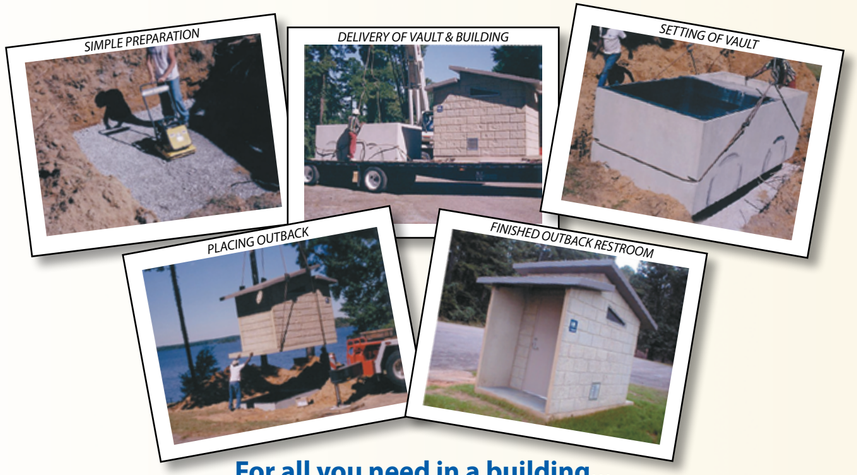
EASI-SET® Precast Restrooms

Installed in a day
for a lifetime of service.

- ***Available through GSA Schedule.***
- ***Meets Forest Service Specification*** for precast concrete vault restrooms.
- ***Meets ADA Standards*** and accessibility requirements.
- ***Roof Options:*** range from a flat precast concrete roof to gable configurations.

Deluxe restroom complex, Louisiana

Easy Site Preparation. Easy Delivery. Easy Installation. Easy Upkeep.



For all you need in a building...
EASI-SET® is the answer.

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SMITH-MIDLAND®
EXCELLENCE IN PRECAST CONCRETE

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Contract GS-07F-0025Y

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Transportable Precast Concrete

RESTROOMS

The only Precast Restrooms available throughout North America from Local Manufacturers

EASI-SET® BUILDINGS
www.EasiSetBuildings.com

Featuring

OUTBACK©
Restroom Models
Blue Ridge©, Rocky Mountain©, Sierra©

EASI-SET®
Traditional Restrooms

EASI-SET® Transportable Precast Concrete Restrooms satisfy a broad spectrum of customer needs. (See our Building Brochure for popular uses of the EASI-SET® and EASI-SPAN® Buildings.)

All "standard" EASI-SET® Buildings utilize the same design technology

- ***No foundation*** required.
- Patented ***post-tensioned*** roof system.
- ***All precast concrete*** with eight-foot roof heights.
- ***Design*** meets current codes.
- ***Three-inch*** thick walls, ***four-inch*** thick roof and floor.

Secure

- ***Vandal resistant:*** steel-reinforced precast concrete construction, tamper-proof hinges, dead-bolt locks and 18-gauge galvanized steel insulated doors.

Durable

- ***Rugged:*** patented post-tensioned design withstands all weather, temperature, impact and seismic conditions.
- ***Weather-tight:*** roof and floor design provides superior water-tight construction.
- ***Maintenance Free:*** will not rust, warp, corrode, rot, or burn and retains finish without maintenance.

Practical

- ***Transportable:*** welded precast panel construction ensures structural integrity during delivery and installation.
- ***Lifetime Roof:*** no coating required. Post-tensioned (concrete under compression) technology is available, only from EASI-SET.®
- ***Easy Installation:*** site preparation requires only excavation for the crushed stone base or for the restroom containment vault, where required.
  - ***Wet/Dry:*** can be connected to city water and/or sewer or be self-contained.

Cover Photos:
Top Photo: Blue Ridge© Model, Virginia
Middle Photo: Sierra© Model being set, Ohio
Bottom Photo: Concession Stand/Restrooms, PA

Traditional restroom with added metal roof, Florida

Traditional restroom with sloped roof & block finish, Mississippi

Traditional restroom with pitched roof and FAN© vent stack, Virginia

Modular concession stand/restroom with pitched roof, Virginia

EASI-SET® Outback©

The "first family" of transportable restrooms from the originator of transportable precast buildings.

Outbacks are supplied in a variety of finishes, pre-plumbed, pre-wired, air-conditioned and/or with our exclusive FAN© ventilation technology. Standard models are equipped with underground precast concrete containment vaults, where required.

Outback© Blue Ridge© Model showing FAN© vent stack, Alabama

Factory built — for quality control and no on-site delays

Installed — Outback© Sierra© Model, Connecticut

Specifications

- Meets IBC-2009, ANSI/ASCE 7-02, ACI 318-02, LRFD AISC 3rd edition, ASD AISC 9th edition, CSI Manual of Standard Practices, PCI Design Handbook 9th edition requirements.
- Roof load capacity: 350 psf (standard building: 250 psf)
- Wind load: 130 mph (standard building)
- Floor load: 250 psf
- 5000 psi steel-reinforced precast panels with welded connections. (standard building: bolted connections)
- Bullet tested to UL-752, Level 5 NIJ 0108.1 Level III
- 18-gauge galvanized steel insulated doors, tamper-proof hinges, dead-bolt lock, door stop and holder.
- Lifetime roof: post-tensioned by a single continuous tendon creating radial compression in the roof. No coating required.
- FAN© (Fresh Air Naturally) Ventilation Technology eliminates restroom odors.
- Tuned-down roof with built-in drip edge and step down floor edge (standard building).

Smooth interior finish simplifies clean up and upkeep

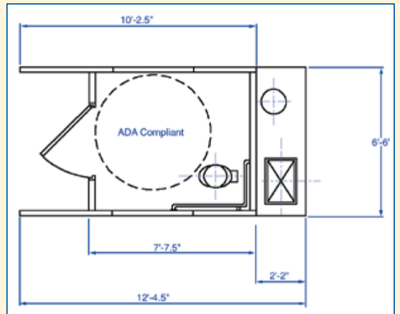
Transportable Precast Concrete

RESTROOMS

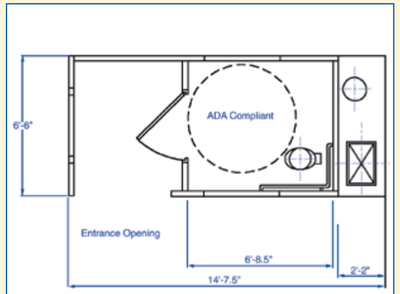
EASI-SET® Outback©

Transportable Precast Concrete Restrooms

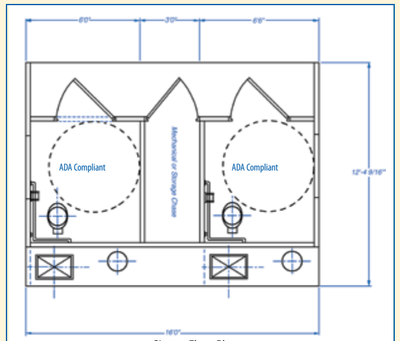
Standard Models: Blue Ridge©, Rocky Mountain©, Sierra©
Other configurations available. Call for details.



Blue Ridge© Floor Plan



Rocky Mountain© Floor Plan



Sierra© Floor Plan

HURKAMP PARK - BATHROOM ADDITION

PARKS & RECREATION
CITY OF FREDERICKSBURG, VIRGINIA

The City of Fredericksburg Parks, Recreation and Public Facilities Department proposes to install a pre-fabricated concrete restroom building between the alleyway to the Rescue Squad building and the historic brick wall that marks the property line at the back of Hurkamp Park. The building will be 12'x20', and will be hooked into the City's sewer and water system. The interior of the building will include two stalls and a sink in both the men's and women's restrooms. One stall in each restroom will be ADA accessible, and the facilities will feature accessories that are able to be pressured washed for easy cleaning. The restroom building will replace the need for portable toilets at the park for most all events, and will provide the state mandated necessary hand wash capabilities needed for the Farmer's Market.

SHEET INDEX

SHEET	TITLE
SHEET 1	COVER SHEET
SHEET 2	LAYOUT SHEET
SHEET 3	DETAILS SHEET

ADMINISTRATIVE APPROVALS

Development Administrator — Date

Zoning Administrator — Date

Stormwater Administrator — Date

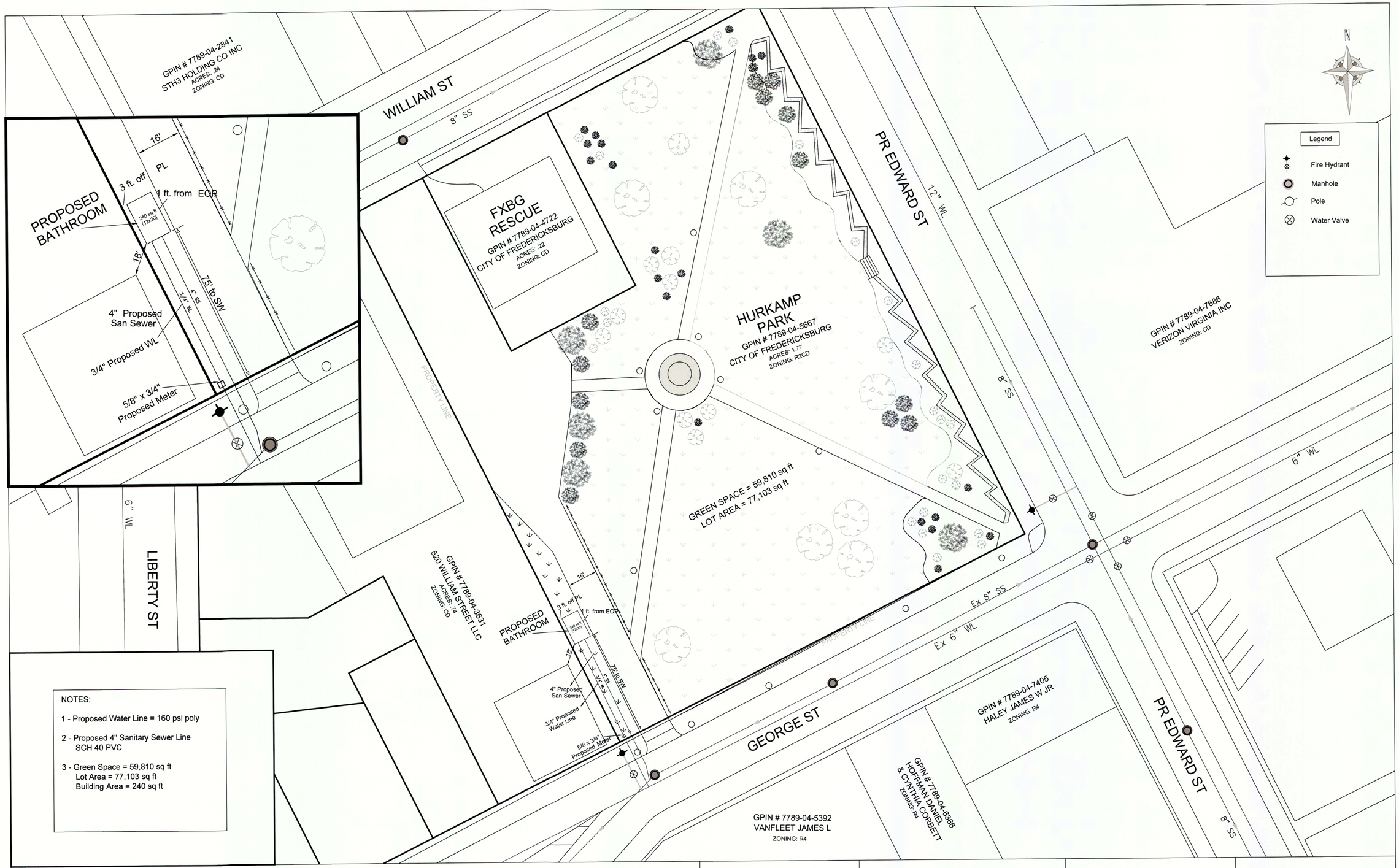
Approved for Work Related to Public Water, Sewer, Storm Drainage, Street, Trees & Rights -of-ways

Public Works — Date

Approved for Fire Lanes & Signage, Hydrant locations and color coding. FDC & PIV locations, Turning Radii and Roadway Width for Emergency Vehicles

Fire Marshal — Date

CITY OF FREDERICKSBURG - PARKS & RECREATION HURKAMP PARK - BATHROOM ADDITION	COVER SHEET	DRAWN BY: Lesley Sale	SCALE: 1" = 30'	SHEET 1 of 3



NOTES:

1 - Proposed Water Line = 160 psi poly

2 - Proposed 4" Sanitary Sewer Line
SCH 40 PVC

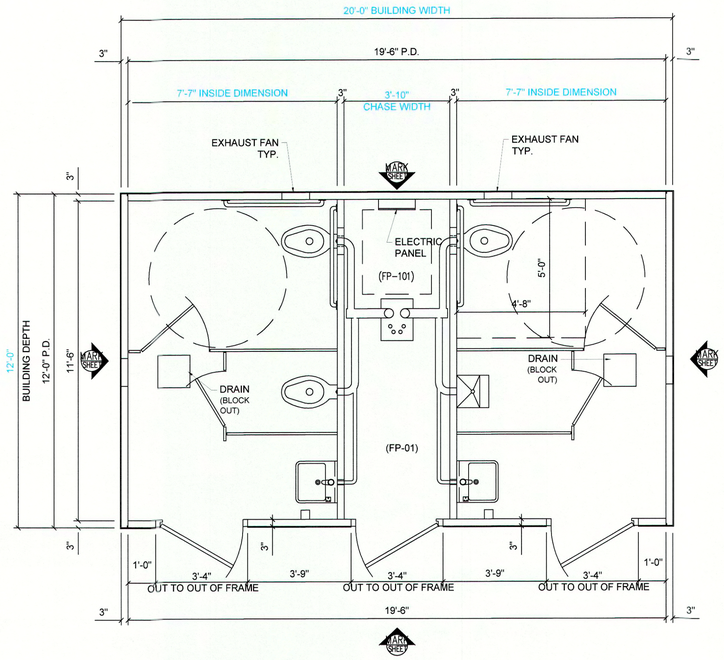
3 - Green Space = 59,810 sq ft
Lot Area = 77,103 sq ft
Building Area = 240 sq ft

CITY OF FREDERICKSBURG - PARKS & RECREATION

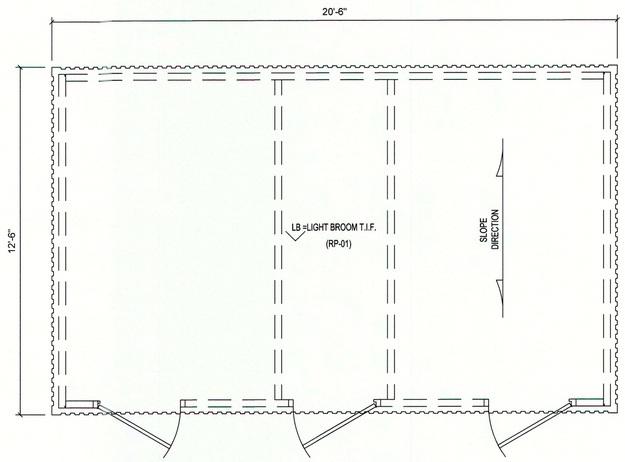
HURKAMP PARK - BATHROOM ADDITION

LAYOUT PAGE	Drawn by: Lesley Sale	SCALE: 1" = 30'	Sheet 2 of 3

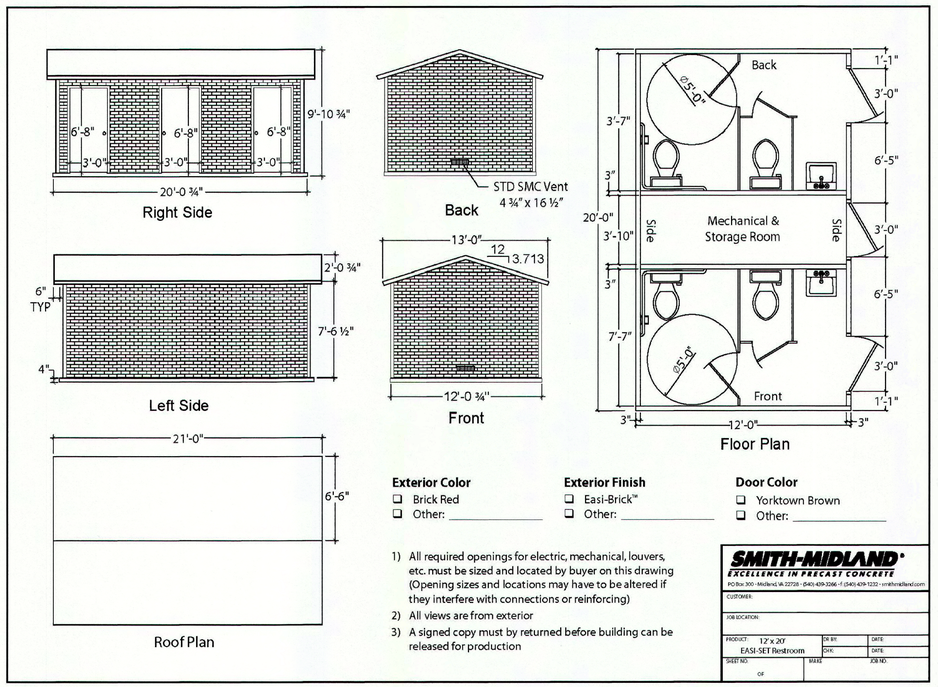
FLOOR PLAN



ROOF PLAN



CONCRETE EXTERIOR DETAILS



CITY OF FREDERICKSBURG - PARKS & RECREATION HURKAMP PARK - BATHROOM ADDITION	DETAILS PAGE	Drawn by: Lesley Sale	SCALE: 1" = 30'	Sheet 3 of 3

ARCHITECTURAL REVIEW BOARD
OLD AND HISTORIC FREDERICKSBURG DISTRICT (HFD)
RULES OF PROCEDURE
DRAFT REVISIONS 06/06/2016

I. PROCEDURE

Pursuant to Chapter 10, Article II, Division 2 of the Code of the City of Fredericksburg, the Architectural Review Board (ARB) of the City of Fredericksburg, Virginia, hereby establishes its procedures for reviewing applications for Certificates of Appropriateness regarding properties within the HFD as well as for providing advisory review of City and other governmental projects outside of the HFD.

II. GENERAL RULES

The ARB shall be governed by the provisions of Section 72-23.1, Historic District – Certificates of Appropriateness, and Section 72-34.1, Old and Historic Fredericksburg District, of the Code of the City of Fredericksburg, as those provisions may be amended or revised.

III. JURISDICTION

The area of the City in which Certificates of Appropriateness are required is set forth in the Unified Development Ordinance, Section 72-34.1.E, on file in the Office of Community Planning and Building, Planning Services Division, in City Hall, 715 Princess Anne Street, Fredericksburg, Virginia 22401.

IV. MEMBERS, OFFICERS, AND DUTIES

A. GENERAL: The Board is composed of seven (7) members.

B. CHAIRPERSON: A Chairperson shall be elected at the ARB organizational meeting upon the vote of no less than four (4) members. The Chairperson's term of office shall be for one year and no person shall serve in that position for more than two consecutive terms. The Chairperson shall preside at all meetings of the ARB and shall utilize Robert's Rules of Order in the conduct of said meetings. The Chairperson shall affix his/her signature to all official minutes of the ARB. The Chairperson shall rule on all points of order and procedure regarding the implementation of these rules unless overruled by a majority vote of the ARB in session at that time. The Chairperson shall accept or make nominations or appointments to ARB subcommittees, as necessary, for the conduct of ARB business, with such appointments being made by a majority of the ARB in session at that time.

C. VICE-CHAIRPERSON: A Vice-Chairperson shall be elected at the organizational meeting of the ARB upon the vote of no less than four (4) members of the ARB. The term of office for this position shall be the same as that of the Chairperson. The Vice-Chairperson shall act in the absence of the Chairperson and in so doing shall have all of the duties and powers of the Chairperson.

D. SECRETARY: A member of the ARB may be elected to serve as Secretary to the ARB although City staff handles the duties of Recording Secretary to the ARB and is responsible for Board correspondence, public advertising, circulating material to members and applicants, and maintenance of ARB records. All records shall be maintained according to applicable statutes and made available for public inspection in the Office of Community Planning and Building, Planning Services Division. The City staff may handle these duties in lieu of an elected member of the ARB.

E. ELECTIONS: The ARB's organizational meetings shall be held at the first regular January meeting, at which time officers shall be elected with the terms of office beginning immediately at that meeting.

F. ATTENDANCE OF MEETINGS: No member of the ARB shall miss more than two consecutive regular meetings or more than half of the regular meetings in any calendar year. Absence due to sickness, death in the family, or emergencies of like nature, shall be recognized as excused absences. The Secretary shall notify a member when he or she is approaching the maximum number of unexcused absences. When a member has exceeded the maximum number of unexcused absences, the Secretary shall notify the full ARB and the City Manager.

G. CONFLICTS-OF-INTEREST: Members of the ARB shall carefully consider whether or not they have any conflicts-of-interest in matters coming before the ARB. If a conflict-of-interest exists, the member having the conflict shall take no formal role in the ARB decision, but will remain seated with the Board during the discussion and voting process. Members claiming a conflict-of-interest shall provide a written notice to the Board and also state their reason(s) for disqualifying themselves so these can be entered into the minutes of the meeting.

H. RESPONSIBILITIES OF MEMBERS: It shall be the responsibility of each member of the ARB to become thoroughly familiar with the applicable laws, statutes, ordinances, rules, and procedures relating to the HFD. Each member shall vote on matters coming before the ARB, unless formally excused due to a conflict-of-interest or with the permission of the majority of the members of the ARB then in session. Members shall diligently review applications presented at meetings they were unable to attend, as well as the minutes of those meetings, as practicable, before voting on such applications.

I. EX PARTE COMMUNICATION: ARB members shall act responsibly in discussing

issues before the Board in private conversation. No ARB member shall advise applicants on the approvability of their application outside of a formal meeting.

V. MEETINGS

A. MEETINGS: ~~Meetings of the ARB shall be held on the second and fourth Mondays of each month, beginning at 7:30 p.m.~~ Regular meetings of the ARB shall be held on the second Monday of each month at 7:30pm.

Supplementary meetings, when needed, are held on the fourth Monday of each month at 7:30pm or at a time and place agreed upon by the ARB at a previous meeting. These work sessions may be used for continued discussion of applications, informal review, and ARB business.

B. MEETING LOCATIONS: Meetings shall be held in the following locations:

1. Second Monday – Regular meetings for consideration of applications. Held in Council Chambers, City Hall.

2. Fourth Monday — Supplementary meetings (only held as needed). ~~Held in a Conference Room at City Hall~~ Held in Council Chambers, City Hall or at a place and time agreed upon by the ARB and the applicants.

C. CANCELLATION OF MEETINGS: Whenever there is no business for the ARB, the Chairperson may dispense with a meeting by giving notice to all members not less than twenty-four (24) hours prior to the time set for the meeting.

D. QUORUM: A quorum shall consist of not less than a majority of all members of the ARB.

E. CONDUCT OF MEETINGS: All meetings shall be open to the public.

1. The order of business at regular meetings shall be as follows: ~~(a) determination of a quorum, (b) determination that public notice requirements have been met, (c) review of minutes of previous meeting(s), (d) approval of agenda, (e) disclosure of ex parte communication, (f) consideration of applications for Certificate of Appropriateness, (g) old business, (h) new business. The order of business at supplementary meetings shall be (a) determination of a quorum, (b) determination that public notice requirements have been met, (c) approval of agenda, (d) old business, (e) new business.~~

   a. Determination of a quorum.

   b. Determination that public notice requirements have been met.

c. Approval of agenda.

d. Review of minutes of previous meeting(s).

e. Disclosure of ex parte communication

f. Disclosure of conflicts of interest

g. Consideration of applications for Certificates of Appropriateness (public hearing).

   i. Consent Agenda
   ii. Continued Cases
   iii. New Cases

h. Other Business

2. The order of business at supplementary meetings shall be ~~(a) determination of a quorum, (b) determination that public notice requirements have been met, (c) approval of agenda, (d) old business, (e) new business.~~

   a. Determination of a quorum.

   b. Determination that public notice requirements have been met.

   c. Approval of agenda.

   d. Continued Cases

   e. New Business (not to include consideration of new applications)

   f. General Public Comment

F. VOTING: The vote of a majority of those members present, provided a quorum is present, shall be necessary to decide matters before the ARB. An abstention may have the practical effect of a "no" vote since a motion may fail for lack of sufficient "yes" votes.

G. PUBLIC HEARINGS AND THE PUBLIC RECORD: The ARB defines a public hearing as a portion of an open meeting, duly advertised, to provide an opportunity for any interested person to comment on a case before the Board.

~~The ARB's advertised public hearings are designated hearings.~~ The ARB shall conduct its public hearings at its regular meetings. Designated hearings require speakers to limit their testimony to the specific application at hand. City staff ensures all public notice requirements are met. The Chair must ensure that the hearing is conducted so all speakers have the same opportunity to comment. The ARB is fully authorized to put a limit on the amount of time speakers have to deliver their comments. The Chair must also curtail any abuses of the public participation process.

All new applications for Certificates of Appropriateness must be considered in a public hearing that has been properly advertised. If the ARB requires additional information or consideration before taking action on a Certificate of Appropriateness, the board may vote to keep the public hearing open and continue the case to a future regular meeting of the ARB; but the ARB shall not vote on an application until the public hearing is closed. Supplementary meetings are work sessions that may be used for continued design work and discussion on COA applications. If the public hearing on an application has been closed, and the ARB has reviewed the application in a work session, continued cases may be included on a consent agenda at a subsequent meeting of the ARB.

The Secretary, or City staff, will develop meeting minutes as the official record of the ARB's meetings. By definition, minutes are a summary of matters discussed, and a record of the ARB's decisions, including a record of any votes taken, rather than a transcript of what was said.

VI. CONSIDERATION OF APPLICATIONS

A. ORDER OF BUSINESS: Any party may appear in person or by agent or attorney at the meeting. The order of business for a public hearing for an application for a Certificate of Appropriateness shall be as follows:

1. A City staff presentation on each item prior to the applicant's comments.

2. The Chairperson shall recognize the applicant. The applicant or his/her representative shall be allowed to make a statement and/or presentation for up to 15 minutes, and may give a response, after all citizens have spoken, for up to 5 minutes. ~~The applicant shall be responsible for his/her presentation before the ARB, with the board having~~

3. ~~Any person(s) interested in the application may provide facts or views in support of or against the application.~~ Any person(s) interested in the application may speak at a public hearing for up to five minutes in support of or against the application.

4. When public testimony is complete, the ARB shall deliberate. If the ARB determines that enough information is available to render a decision, the Chairperson shall close the public hearing and the board will then determine whether to approve, allow modifications to, or deny the application. The Board has the authority to approve or deny applications in the absence of his/her representative. If the ARB elects to continue their consideration of the case, the Chairperson shall keep the public hearing open until the next regular meeting of the ARB.

5. Written notice of the Board's decision shall be promptly transmitted to applicant(s) and shall include the guidelines contained in the City ordinance upon which the decision was based.

6. The procedure to be used for an individual application may be modified upon the concurrence of all of the parties before the Board and a majority of the members of the ARB.

7. An additional opportunity for public comment shall be provided if proposed plans are modified significantly from those that were provided for public review and comment, and that raise new issues which interested parties could not reasonably have foreseen during the public review process.

B. REVIEW CRITERIA: When reviewing applications for Certificates of Appropriateness, the ARB shall follow the requirements set forth in the City Code and the guidelines contained in the Historic District Handbook. The ARB shall limit all of its consideration and discussion to the applicable provisions for review contained therein.

C. REVIEW PROCEDURE: The ARB may engage in a two-step review process for specific projects, as warranted. Staff may make a determination as to the appropriateness of the process and present applications to the ARB accordingly. This approach allows the ARB to provide timely guidance to architects and property owners as they incur the costs of designing complex or large-scale projects. The first step in this process defines the parameters of a project, through a review of the site planning and the scale and massing. The second step considers the final proposed project in its entirety. At least one public hearing shall be conducted for each step.

VII. CONSENT AGENDA

A. PURPOSE: A consent agenda serves as a means to expedite approval of applications that are complete in nature, clearly meet all applicable guidelines, wher the public hearing has been closed, and for which there is no additional public comment.

B. ORDER OF BUSINESS: The order of business for considering a consent agenda shall be as follows:

1. Staff will place cases thought to have complete information on a consent agenda. Applications for which additional information is needed will not be included.

2. During approval of the agenda, at a regular meeting, the Chair will ask if any member desires to remove any listed item from the consent agenda.

3. If any ARB member desires to remove an item from the consent agenda, to obtain additional information or for some other reason, that item will be considered individually during the regular agenda.

4. After Board members have had an opportunity to remove items from the consent agenda, the Chair will ask if any member of the public desires to speak to any item on the consent agenda.

5. If any member of the public desires to provide testimony regarding an item on the consent agenda, that item will be removed from the consent agenda and heard individually during the regular agenda.

6. By a motion, duly seconded, and voted upon, the ARB will approve its meeting agenda, including the overall content of the consent agenda.

7. At the appropriate time on the agenda, by a motion, duly seconded, and voted upon, the ARB will approve the consent agenda.

C. NOTICE OF CITY ACTION: Applicants whose items are approved on consent will receive the same notification and Certificate of Appropriateness as those applicants whose items are heard during the regular agenda.

VIII. RECONSIDERATION OF APPLICATIONS

A. ORDER OF BUSINESS: The order of business for reconsideration of applications for Certificates of Appropriateness shall be as follows:

1. The Chairperson at a regular meeting following a meeting where a determination notice was delivered shall entertain a motion from a member of the ARB that voted with the prevailing side. The purpose of reconsideration is to permit correction of a hasty, ill-advised, or erroneous action, or take into account added information or a changed situation that has developed since the taking of the vote. The applicant for a matter being opposed, however,

shall be given the opportunity to present any other additional supporting evidence if the ARB decides to reconsider his/her application.

2. After receiving additional facts and argument, the ARB shall determine whether or not there has been a substantial change in the facts, evidence, or conditions relating to the application, which would warrant reconsideration.

IX. APPLICATION PROCEDURES

A. An application must be filed in the Office of Community Planning and Building, Planning Services Division, by a deadline established by City staff to allow sufficient time to process the application and comply with public notification requirements prior to the regular meeting of the ARB. The application shall be accompanied by a check for the appropriate fee payable to the "City Treasurer." The application shall be accompanied by all necessary sketches, drawings, photographs, specifications, descriptions, or any other pertinent data for the proposed project. When the Planning staff determines the application is complete, he/she shall prepare a report for the ARB analyzing the application against the applicable criteria, and then he/she shall present it to the ARB for its review.

B. The Office of Community Planning and Building, Planning Services Division, shall advertise applications for a hearing at a regular meeting of the ARB, as specified in the City Code.

C. It shall be the policy of the ARB in regard to applications involving extensive alterations and/or additions to existing structures that the ARB shall be available to meet with representatives of the persons or organizations involved at some early stage in the design process to informally advise them about Historic District guidelines, the nature of the area where the proposed construction is to take place, and other relevant factors. No advice or opinion given by any individual member at that time shall be, in any way, official or binding upon the ARB as a whole.

D. The ARB may, at its option, engage in a two-step process for large-scale buildings. In these instances, the Board will consider the overall design, but render a decision on only the site planning, scale and massing, and roof shape. This initial approval will define the parameters within which the applicant and/or a design team will be able to work to complete the project design. In the second step, the ARB will address the remaining details, to complete the review process.

X. AMENDMENTS

These rules may, within the limits allowed by law, be amended at any time by an affirmative vote of not less than five (5) members of the ARB, provided that such amendment shall have first been presented to the membership in writing at a regular or special meeting preceding the meeting at which the vote is taken.