



Minutes
Architectural Review Board
June 3, 2019
Council Chambers, City Hall
Fredericksburg, Virginia

Members Present

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

Members Absent

Staff

Kate Schwartz
Allison Martin
Cathy Eckles

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

OPENING REMARKS

Mr. Gerlach determined that a quorum was present, and asked if public notice requirements had been met. Ms. Schwartz confirmed that all requirements were met.

APPROVAL OF AGENDA

Dr. Barile requested a discussion be added to Other Business concerning windows. This was added as item 10A. Mr. Davis made a motion to approve the agenda as amended. Ms. Irvin seconded. The motion carried 7-0.

APPROVAL OF MINUTES

Mr. Gerlach asked if there were any changes or additions to the minutes of the regular meeting dated April 8, 2019. Ms. Weitzman motioned to approve the minutes as written. Dr. Barile seconded. The motion carried 7-0.

DISCLOSURE OF EX PARTE COMMUNICATIONS

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

DISCLOSURE OF CONFLICTS OF INTEREST

Mr. Gerlach asked if any Board member had a conflict of interest for any item before the Board. Dr. Barile noted that she had a conflict with COA 2019-25, 607-719 Sophia Street, as she was a member of the project team and would not participate in the discussion or vote. She stated that the necessary document had been completed. No further conflicts of interest were reported.

PUBLIC HEARING

A. New Business

Accessory Structures

- i. **COA 2019-20** – 1111 Princess Anne Street – Nathan Hegna requests to install a six-foot wood privacy fence in the rear yard of this single-family residence to screen mechanical equipment.

No representative was present.

There were no public comments.

Ms. Weitzman asked for clarification of the exact location of the fencing. Ms. Schwartz responded that it would be in the rear of the property, approximately 20 to 30 feet from the street.

Ms. Weitzman made the motion to approve with the recommendation to paint or stain the pressure-treated wood once it has weathered sufficiently. Dr. Barile seconded. The motion carried 7-0.

- ii. COA 2019-22** – 317-319 William Street – Kelsy Smart requests to install one building-mounted sign in the entry alcove for this commercial building.

Kelsy Smart, representing the property manager, was present. Ms. Smart stated that the sign was to be located directly on the outer wooden door for visibility purposes.

There were no public comments.

The Board discussed the placement of the sign. Ms. Smart responded the placement was to be on the outer door, believing this door remains open. The placement on the lower half of the door raised questions about the visibility and effectiveness of the sign. Ms. Smart stated that as long as the sign is there, they will be able to enforce and curb the amount of vagrants on the property.

Mr. Davis made a motion to approve as submitted, Ms. Schwartz recommended that the location of the sign be specified. A member of the public stepped forward for comment. Mr. Gerlach stated that the public hearing had already closed. Mr. Will Dickinson of Holcomb Contracting, 1507 Winchester Street, was permitted to speak and clarified that the doors in question are always left open and suggested the placement be on the inner door or the outer brick face.

Mr. Davis made a motion to approve the application on the condition that the sign would be placed on the entry door under the center light or on the brick wall in line with the existing signs and attached using the mortar joints. Dr. Barile seconded. The motion carried 7-0.

- iii. COA 2019-23** – 1001 Princess Anne Street – Gabriel Rivera requests to install signs, including one projecting sign, building-mounted letters, and vinyl door decals, for the Ava Laurene Bride retail business.

The applicant, Wendy Rivera, was present. She noted that they looked at multiple ways to attach the signage with the least amount of damage to the structure. She said they were willing to do whatever the Board recommended.

There were no public comments.

Ms. Weitzman inquired if there were other options to attach the exterior sign without creating damage to the building due to multiple bolt holes. It was suggested the letters be attached to a flat continuous metal strip painted to match the stone façade, attaching the strip to the structure using a minimal amount of bolts.

Ms. Schwartz addressed the building's corner brackets stating that one set is not to be used because its use would exceed the amount of signage permitted by the City Code. There was some discussion regarding whether or not the unused brackets should be removed.

Dr. Barile made a motion to approve the sign installation at 1001 Princess Anne Street on condition that the sign on the primary elevation be installed with the use of mounting strips rather than individually installed letters. Mr. Davis suggested amending the motion to include the removal of the corner brackets on the William Street elevation. The rest of the Board was not in support of requiring removal. Dr. Barile amended the motion to include the option of removing the unused brackets. Ms. Weitzman seconded. The motion carried 6-1, with Mr. Davis against.

- iv. **COA 2019-25** – 607-719 Sophia Street – The City of Fredericksburg requests to install accessory structures in the proposed Riverfront Park, including a restroom building, a stage, playground equipment, fencing, signage, and lighting.

Doug Fawcett, Assistant City Manager and Derrick Wohlbaum, from Rhodeside and Harwell, were present.

There were no public comments.

Ms. Weitzman asked if the log and boulder play elements would be real or manufactured. Mr. Wohlbaum stated that the materials to be used will be natural logs and boulders with stainless steel throughout for the railings. Mr. Davis asked for clarification from Mr. Wohlbaum on several elements, who verified that all railings would be stainless steel, the selection of the interpretive signs was not determined yet, and that no lighting was planned for the entry sign.

Ms. Schwartz clarified that the seat wall elements are part of this application. Mr. Wohlbaum said the seats would be a wood similar to Ipe, which weathers naturally to a silver color.

Ms. Pates asked if local preservation groups had approved the design of the mound area. Ms. Schwartz stated that the design had been approved through the City Council's process. Mr. Gerlach asked about the text for interpretive signs. Ms. Schwartz said it could be brought to the ARB for advisory review.

Ms. Weitzman made a motion to approve the application for the construction of accessory structures at Riverfront Park, including the general size and footprint of the bathroom, as submitted. Ms. Irvin seconded. The motion carried 6-0-1, with Dr. Barile abstaining.

Exterior Alterations

- v. **COA 2019-17** – 312 William Street - Janet Edson requests approval after the fact to replace six windows at the second floor and two dormer windows with new vinyl windows at this residence.

The applicant, Janet Edson, was present. Ms. Edson stated she was unaware a permit was needed for replacement windows. She said she did not know where to find wood windows and that the vinyl windows installed matched what was there. She said the inoperable windows were a fire hazard and that storm windows were not effective. She said the building is currently on the market to be sold and is asking the Board for guidance.

Ed Sandtner, 132 Caroline Street, representing the Board of Directors of HFFI, was present. A preservation award was given to Ms. Edson for stewardship of this building by HFFI, but they were not aware of the window replacement at the time. He said that vinyl windows do not belong in a historic building or in the Historic District. He is concerned this case will set a precedent concerning after-the-fact permit approvals in the Historic District, and said HFFI agrees with the staff recommendation.

The Board discussed options for wood window replacement and asked Ms. Schwartz to provide information to Ms. Edson.

Mr. Davis made a motion to deny the application as submitted. Ms. Weitzman seconded. Ms. Weitzman noted that the Board's guidelines and the policy in the Historic District is to repair first, then replace in kind. The motion carried 7-0.

- vi. **COA 2019-18** – 400 Princess Anne Street – Maureen Bartosh requests to install two PVC exhaust pipes for coffee roasting equipment at the northwest corner of the 25 30 Espresso building.

Maureen Bartosh, the applicant, was present.

There was no public comment.

Ms. Irvin asked if the pipe diameter was four inches, or if the insulation would make it larger. Ms. Bartosh confirmed that the total diameter would be four inches. Mr. Gerlach clarified the exact location of the pipes.

Ms. Weitzman made a motion to approve the application on condition that the pipes and brackets be painted to match the exterior of the building and recommended that the installation be screened as much as possible with landscaping. Mr. Davis seconded. The motion carried 7-0.

- vii. **COA 2019-19** – 1005 Princess Anne Street – Ping Chen requests to install a glass door in the recessed entry at the right side of the façade for the Mian Noodle House.

The applicant, Jonathan Chen, was present.

There was no public comment.

Ms. Weitzman asked about the direction the door would swing and the door finish. Mr. Chen stated the door would swing to the outside and the metal would be silver-colored. The door will be clear glass to allow visibility into the vestibule. The door's intent is to reduce vagrancy and curb the amount of litter left on the property.

Ms. Weitzman made a motion to approve the application as submitted. Ms. Pates seconded. The motion carried 7-0.

- viii. **COA 2019-21** – 703 Prince Edward Street – William Dickinson requests to replace the cedar shake shingles on the pent roofs crossing the gables with standing seam metal at this single-family residence.

The applicant, William Dickinson, 1507 Winchester Street, was present.

There was no public comment.

Mr. Davis made a motion to approve the application as submitted. Mr. Whitman seconded. The motion carried 7-0.

- ix. **COA 2019-24** – 121 Caroline Street – Dallas Barnes requests to replace the existing siding on the rear addition and dormers with fiber cement siding at this single-family residence.

The applicant, Dallas Barnes of Stonehaven Homes, was present.

There was no public comment.

Mr. Davis made a motion to approve the application as submitted. Mr. Whitman seconded. The motion carried 7-0.

GENERAL PUBLIC COMMENT

There was no general public comment.

OTHER BUSINESS

- A. Dr. Barile noted that losing historic windows was a common issue and suggested some additional public education by reaching out to the Free Lance Star. An article could highlight the City's Historic District windows policy and encourage awareness. Dr. Barile and Ms. Weitzman agreed to work with Ms. Schwartz on this. Mr. Sandtner said HFFI would help distribute information as well.

STAFF UPDATE

Ms. Schwartz stated that the text amendments updating the ARB procedures and Historic District standards had been approved by the City Council on first read and would go to the Council on second read on June 11. The changes would take effect prior to the next ARB meeting on July 8.

COMMITTEE REPORT

None.

CHAIRMAN'S REPORT

None.

ADJOURNMENT

Dr. Barile motioned to adjourn and Ms. Irvin seconded. The meeting adjourned at 8:19 p.m.



Jonathan Gerlach, ARB Chair