



City of Richmond

City Hall
900 East Broad Street

Meeting Minutes - Final Commission of Architectural Review

Tuesday, November 27, 2018

3:30 PM

5th Floor Conference Room of City Hall

Call to Order

James Klaus, the Chairman, called the November 27 meeting of the Commission of Architectural Review to order at 3:32 pm.

Roll Call

Present -- 9 - * Commissioner David C. Cooley, * Commissioner Sanford Bond, * Commissioner Gerald Jason Hendricks, * Commissioner James W. Klaus, * Commissioner Neville C. Johnson Jr., * Commissioner Ashleigh N. Brewer, * Commissioner Kathleen Morgan, * Commissioner Sean Wheeler and * Commissioner Lawrence Pearson

Approval of Minutes

October 9, 2018 (Quarterly Meeting)

A motion was made by Commissioner Neville C. Johnson, Jr., seconded by Commissioner Kathleen Morgan, that the October 9th 2018 Quarterly Meeting minutes be approved. The motion carried by the following vote:

Aye -- 7 - Commissioner David C. Cooley, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Sanford Bond

Abstain -- 1 - Commissioner Gerald Jason Hendricks

October 23, 2018

A motion was made by Commissioner Neville C. Johnson, Jr., seconded by Commissioner Kathleen Morgan, that the October 23, 2018 Meeting Minutes be approved. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Sanford Bond

Review of National Register Nominations

[NR 2018 2](#) Millburne

Attachments: [Millburne NRHP Nomination](#)
[Milburne Staff Report](#)

Ms. Jeffries stated that staff finds Milburne to be an exceptional example of Georgian Revival architecture and continues to reflect the meticulous work of a celebrated architect William Lawrence Bottomley, and of four celebrated landscape architects. The home also represents the preferences and care of Mr. and Mrs. Walter Spencer Robertson and their long period of ownership and stewardship.

Ms. Jeffries stated that staff recommends that the Commission support the listing of this property on the State and Federal Historic Registers, under National Register Criteria B and C.

Chairman Klaus explained that the Commission serves in an advisory capacity only for National Register listings in Richmond, and has no responsibility or authority.

Chairman Klaus stated that Milburne is considered one of architect William Bottomley's best works, and that it is surprising it has not already been listed.

A motion was made by Commissioner Klaus, seconded by Commissioner Wheeler, to recommend support for the National Register Nomination for Milburne. The motion carried by the following vote:

Aye -- 9 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

[NR 2018 3](#) Model Tobacco

Attachments: [Model Tobacco Factory NRHP Nomination](#)
[General Outdoor Advertising Company Staff Report](#)

Ms. Jeffries stated that The Model Tobacco Factory nomination includes the factory building as well as other buildings and structures on the property.

Ms. Jeffries stated that the Model Tobacco Factory is eligible for listing in the State and National Registers under the Tobacco Warehouses in Richmond, Virginia, 1874-1963 Multiple Property Documentation Form (MPD). The property is individually eligible for listing under Criteria A and C, with a period of significance of 1938-1952.

Ms. Jeffries stated that the complex is eligible under Criterion A in the area of industry for its role in the evolution of large-scale tobacco production in Richmond; and under Criterion C for architecture, the factory building and power plant are eligible as fine examples of the Art Deco Style with International Style influences. The complex maintains a high level of integrity.

Ms. Jeffries stated that staff recommends that Commission support the listing of this property on the State and Federal Historic Registers, under National Register Criteria A and C.

Chairman Klaus commented that some of the subsidiary buildings included in the nomination seemed of less interest. Mr. Hendricks pointed out that those structures are of significance in terms of industrial history.

A motion was made by Commissioner Johnson, Jr., seconded by Commissioner Bond, to recommend support for the National Register Nomination for the Model Tobacco property. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

[NR 2018 1](#) General Outdoor Advertising Company

Attachments: [General Outdoor Advertising Company NRHP Nomination](#)
[General Outdoor Advertising Company Staff Report](#)

Ms. Jeffries stated that the General Outdoor Advertising Company Richmond Branch is located adjacent to the Model Tobacco Factory and contains the circa-1930 office building and the combined warehouse and shop constructed between 1952 and 1968, and that its operations supported the needs of the local tobacco industry.

Ms. Jeffries stated that the General Outdoor Advertising Company Richmond reflects the industrial history of Richmond, the prominence of the tobacco industry to the local economy, and the use of Art Deco architecture in the early 1930s for commercial buildings.

Ms. Jeffries stated that staff recommends that the Commission support the listing of this property on the State and National Historic Registers, under National Register Criteria A and C, and Criteria Consideration G in the areas of commerce, industry, art, and architecture with a period of significance from 1930 to 1972.

Mr. Bond stated that the building's history since its original usage is of interest as well, including as a daycare.

Chairman Klaus stated that the preservation of the nearby Model Tobacco Factory makes the preservation of this site more worthwhile, as they complement each other and create a unit.

A motion was made by Commissioner Johnson, Jr., seconded by Commissioner Bond, to recommend support for the General Outdoor Advertising Company National Register Nomination. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

Other Business

Secretary's Report

Ms. Carey L. Jones, Commission Secretary, reported that Matthew Everett started as the new full-time, administrative support specialist. Mr. Everett will support by the

Commission of Architectural Review and the Urban Design Committee.

Ms. Jones reported that the Commission meeting dates for 2019 have been established and publically distributed.

The Commission decided to keep the January Quarterly meeting date for January 15th. Commissioner Hendricks agreed to host the meeting at his office, 2100 East Cary Street, Suite 100.

[CAR 2019](#) Proposed 2019 Commission of Architectural Review Schedule

Attachments: [2019 Commission of Architectural Review](#)

Administrative Approval Report

Chairman Klaus questioned the window replacement at 2800 East Marshall Street. Ms. Jones clarified that they are wood.

Enforcement Report

Ms. Jones reported that there were no new enforcements, although meetings continue regarding outstanding and ongoing enforcements. Forthcoming applications to resolve these will arrive soon, hopefully.

Other Committee Reports

Chairman Klaus reported that the Urban Design Committee reviewed in its last meeting (11/08/2018) two schools similar to the one on the current agenda. These schools are not located in City and Old Historic Districts and fall under the UDC's purview. In general, new construction of schools are a fast-track process, using ready-made designs; and the UDC was mindful of this. Groundbreakings for the new schools are already scheduled.

Also discussed at the last UDC meeting was the low-line park project near Shockoe Bottom, of historic importance due to Lincoln's having landed there. Capital Trees is attempting to improve this underutilized area and also make its history more apparent for visitors. Currently one plaque is in place. At the next UDC meeting, a review of the plans to make improvements to the Slave Trail, also in this area, will be included.

Chairman Klaus announced a five-minute break before the Commission begins hearing applications.

*****Please Note*****

Public comment on cases brought before the Commission will be heard after the applicant's explanatory remarks of the case and before Commission deliberation.

Applicants and individuals wishing to comment on specific aspects of a given case are asked to briefly address issues related to the application.

CONSENT AGENDA

Chairman Klaus clarified the parameters for Consent Agenda inclusion, a major one being no change in the footprint of a property which does not require public notice.

Chairman Klaus announced the presence of one item: COA-044100-2018, 412 West

Marshall Street, on the Consent Agenda. The Chairman invited the Commission to suggest projects that they would like to move from the regular agenda to the Consent Agenda.

Commissioner Morgan made a motion to move the eighth item, COA-044108-2018, 100 West Broad Street to the Consent Agenda. Commissioner Johnson seconded the motion. The Commission unanimously approved moving the item.

Chairman Klaus made a motion to move the fourth item, COA-033435-2018, 5-9 North 5th Street to the consent agenda. Commissioner Bond seconded the motion. The Commission approved moving the item, with Commissioner Morgan abstaining and Vice-Chairman Hendricks and Commissioner Cooley opposed.

The Chairman asked if there was any public comment concerning any of the items on the consent agenda.

John Mitchell spoke about the mural at 100 West Broad St., the intention to display Mr. Mitchell as a young man, his communication with the artist about parameters and purpose of mural, and the importance of a plaque at this location.

A motion was made by Commissioner David C. Cooley, seconded by Commissioner Neville C. Johnson, Jr., that the Consent Agenda be approved. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

- 1 [COA-044100-2018](#) 412 West Marshall Street - Convert part of rear garage into a dwelling unit.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

A motion was made by Commissioner Cooley, seconded by Commissioner Johnson, Jr., that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following conditions are met: applicant submit a dimensioned drawing of the existing and proposed west elevation for review and approval; the door from the house-facing elevation be utilized for the new west elevation opening only if the existing west elevation opening does not need to be widened or further altered in order to accommodate this and if a new door is required, it be submitted for staff review and approval; the replacement window be wood or aluminum-clad wood, not the vinyl clad proposed by the applicant; the applicant submit the final window specifications for staff review and approval; and if the paint color is different than the existing, it be submitted for administrative review and approval.

- 8 [COA-044108-2018](#) 100 West Broad Street - Paint mural and install plaque.

Attachments: [Application and Plans](#)
[Site Map](#)
[Staff Report](#)

A motion was made by Commissioner Cooley, seconded by Commissioner Johnson, Jr., that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following conditions are met: the plaque be installed in such a way that does not damage the existing masonry including anchoring to the mortar, not the brick and the size and materials of the plaque be submitted to staff for administrative review and approval. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

4 [COA-033435-2018](#) 5-9 North 5th Street - Enlarge an existing glass atrium.

Attachments: [Application and Plans \(04/24/2018\)](#)
[Staff Report \(04/24/2018\)](#)
[Application and Plans \(11/27/2018\)](#)
[Site Map](#)
[Staff Report \(11/27/2018\)](#)

A motion was made by Commissioner Cooley, seconded by Commissioner Johnson, Jr., that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following condition is met: Any future changes imposed by DHR or the National Park Service be submitted to staff for administrative review and approval. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

REGULAR AGENDA

2 [COA-044174-2018](#) 4-6 West Leigh Street - Installation of a chainlink fence.

Attachments: [Application and Plans](#)
[Site Map](#)
[Staff Report](#)

Ms. Jones presented this application which was the result of an enforcement action.

Staff recommended approval of a fence at 4-6 West Leigh St. compatible with other approved fences in the district. Staff further recommended that it be a low metal fence along West Leigh St. frontage, and a taller wood fence along the side yard. Staff recommended that the design and colors of the new fence be submitted for review and approval.

Gerald Carter, representing the applicant Lynn Robinson and C.A.R. Enterprises LLC, stated that the existing fence was installed in response to trespassing and disruptions to his client's legal practice caused by renovation work at the adjacent property, including vans and trucks using the applicant's parking lot. Mr. Carter stated that the renovation has also caused damage to applicant's roof. Mr. Carter acknowledged that the existing fence was installed without permission and pointed out the presence of nearby chain-link fences in proximity to applicant's fence. Mr. Carter offered that applicant could paint the existing fence to blend in better and be more muted in tone. He stressed that the current fence height is necessary to prevent trespassing. Mr. Carter also questioned the aesthetic contribution of a wood fence, given the existing concrete wall at the rear of the property. Ms. Robinson added that unauthorized parking in her lot is an ongoing problem and an additional reason for the current fence. Ms. Robinson further claims that her neighbors have been attempting to drive her out of the West Leigh Street location.

Chairman Klaus explained that unfortunately the Commission is only empowered to discuss the chain-link fence and historic guidelines.

Chairman Klaus asked if there was any public comment.

Elizabeth Drucker-Basch, co-owner of 2 West Leigh Street stated that the chain-link fence is unacceptable for Jackson Ward, and that means other than installing a fence would have been suitable for an emergency situation.

Russell Basch, co-owner of 2 West Leigh Street, stated that the reasons given for installing the fence were unfounded and that the trespass as described was not possible given the space constraints of the lots.

Chairman Klaus stated that the Commission is able to respond and has in the past responded to emergency requests, e.g., for a wheelchair ramp installation. He explained that some chain-link fences may be grandfathered in to an Old and Historic District, but this does not then allow the construction of new ones in the same area. He also cautioned that the fence is probably in violation of zoning regulations concerning height, and that this should be checked as well.

Commissioner Cooley suggested that it might be possible to partially keep the existing fence in place by concealing it behind an additional fence which adheres to the Guidelines. Chairman Klaus emphasized that the Commission is available to assist in coming up with a suitable solution.

A motion was made by Commissioner Johnson, Jr., seconded by Commissioner Bond, that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following conditions are met: the fence be a low, dark railing fence along West Leigh Street and a taller fence of wood or another suitable material on the side and rear of the property, with final height determined by zoning regulations; the fence should be painted or opaquely stained a complimentary color; and the fence design, materials, and colors be submitted to staff for review and approval. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

5 [COA-044093-2018](#) 508 West Broad Street - Construct rear deck and stairs and paint exterior masonry.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jeffries presented this application.

Staff recommended approval of painting the damaged portion of the exterior wall which was not designed to be an exterior wall. However, staff recommended that the unpainted brick at the rear of the building not be painted. Staff recommended approval of the proposed installation of PVC trim for the existing mural in place of the deteriorated wood. Staff recommended approval of painting the doors and trim; however, any unpainted masonry sills and lintels should remain unpainted and previously painted masonry sills and lintels should be painted a color consistent with Commission's paint palette and should be submitted to staff for administrative review and approval. Staff found the proposed solid railing is not consistent with typical deck railing and is not consistent with decks found in the district. Staff recommended that only the deck surface be screened and that the stair railing be Richmond rail or typical square spaced pickets placed on the inside of the handrail for a more authentic and finished appearance. Staff recommended, in addition to the proposed eastern property line privacy fence, that a fence be installed on the western property line in accordance with Guidelines stating that sub-decking should be screened. Staff recommended documentation of the condition of the existing second-story door be submitted for administrative review and that window specifications for the recently replaced windows be submitted for administrative review. Staff recommended denial of the part of the application requesting permission to install a new sign.

Tim Amos, applicant representing owner James Daigle, generally agreed with staff recommendations. He stated that in the second floor door opening an aluminum clad door that is more consistent with what is believed to have been there before will be installed. For security reasons the applicant does not want to install a fence at the rear of the property. Mr. Amos also stated that the applicant will work with staff to determine a suitable window design. He also confirmed that there are no plans to install signage at this time. Chairman Klaus and the applicant discussed evidence of previous signs on property, and the possibility of a new one. Mr. James Daigle, owner of the property, stated that he would like to leave the exterior front hardware to have possible future options for signage.

Chairman Klaus suggested that a less ornate steel door be found and installed.

Chairman Klaus asked if there was any public comment. There being none, he commenced Commission discussion. Chairman Klaus expressed agreement with the tall railing proposed by the applicant. Commissioners Bond and Johnson also expressed agreement with this request.

Chairman Klaus affirmed that the door, which was included in the original application, can be deferred and a design submitted at a later time for staff approval.

A motion was made by Commissioner Cooley, seconded by Commissioner Johnson, that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following conditions are met: the unpainted brick on the rear of the building not be painted; any unpainted masonry sills and lintels remain unpainted and previously painted masonry sills be painted a color consistent with the Commission's paint palette with the paint details to be submitted to staff for administrative review and approval; the new windows match the design of the historic windows, to include historic lite configuration and ogee lugs on the façade windows; and the window specifications for the new windows be submitted for administrative review; door specifications be submitted to staff for administrative review and approval.

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Abstain -- 1 - Commissioner Kathleen Morgan

6 [COA-044101-2018](#) 407 West Marshall Street - Construct a new 10' x 15' greenhouse.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application. Commissioner Wheeler recused himself from the presentation of this application.

Staff recommended approval of the application as submitted. Staff found that the project meets the Guidelines in that it is located at the rear of the property, is smaller in scale than the primary resource, and its modern design and materials clearly distinguishes it from the historic building.

Chairman Klaus asked if there was any public comment. There being none, he commenced Commission discussion. Chairman Klaus spoke in favor of the proposal, pointing out there is a history of one-story buildings in the area in question, and that the proposed building could be removed in the future without affecting any other structures. Commissioner Bond stated that the proposed greenhouse structure appears to be slightly visible at the top, and that this be dealt with by painting the greenhouse trim a dark color.

A motion was made by Commissioner Bond, seconded by Chairman Klaus, that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following conditions is met: the framing be painted or stained a dark color.

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Recused -- 1 - Commissioner Sean Wheeler

- 7 [COA-044104-2018](#) 2218 East Grace Street - Replace front porch columns, add rear deck and new door, and alter existing fence.

Attachments: [Application and Plans](#)
[Site Map](#)
[Staff Report](#)

Ms. Jones presented this application.

Staff recommended approval of the application as submitted. Staff found evidence that there was an opening for an addition on the rear of the building and that the columns had been previously replaced. Staff also found that the proposed deck and railing will not be visible from a public right-of-way.

David Branch, applicant, stated that the four buildings were combined in 1971, and that the current, deteriorated columns were added during that renovation. Katherine Branch, co-applicant, stated that the proposed replacement columns are of a type widely used in the neighborhood. Chairman Klaus asked if the proposed column was a custom-built column. Mr. Branch stated they are not, that the brand is Perma-Post, and that these would be cut down to fit the structure, from 10 feet to 9 and ½ feet.

Chairman Klaus asked if there was any public comment. There being none, he commenced Commission discussion. Chairman Klaus stated that the photographic evidence is that there were square posts, or that it is not known what kinds of posts were used, and that in such situations it is often best to replace the current posts with an identical design rather than to speculate.

Mr. Branch pointed out that the current post design is “married” meaning tops of one kind of column attached to another kind, and that this causes structural weakness; there is also water damage, creating a hinging effect between the segments. Commissioner Morgan pointed out that historic photos seem to show a thicker column than the current ones. Mr. Branch agreed, stating that the proposed columns will be six inches wide as opposed to the current four inches. Commissioner Cooley stated that the historic columns are more delicate and aesthetically appealing than the proposed replacement, and that better columns could be custom-made. He also suggested that the applicants look at other examples in the district.

Chairman Klaus explained the close focus of the Commission as being due to the great historic importance of the block in question.

Katherine and David Branch stated that turned, custom columns are available but the cost is prohibitive, and that availability of artisans with 10-foot lathes is very limited. Mr. Branch also confirmed that they have tried inserting a steel pin to fix the columns and that this is failing.

A motion was made by Vice-Chairman Hendricks, seconded by Commissioner Brewer, that this application for a Certificate of Appropriateness be partially approved for the reasons cited in the staff report and deferred the proposed replacement columns to allow the applicant time to find a replacement column that more closely matches the existing columns. The motion carried by the following vote:

Aye -- 8 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

No -- 1 - Commissioner Neville C. Johnson Jr.

9 [COA-044109-2018](#) 2729 West Grace Street - Construction of a new garage, install new railings.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application.

Staff recommended denial of the proposed railing. Staff recommended approval of the application as submitted with the following conditions: a railing with heavy square balusters be installed along the front of the house, the new windows for the garage be submitted for staff review and approval, lighting for the alley-facing elevation of the garage be simple in design and submitted for staff review and approval, and any paint colors be submitted for staff review and approval.

In response to Commission questions, Ms. Jones clarified that an additional metal safety railing will be needed so that the porch railing conforms to code.

The applicant Victoria Clifford stated that the reason for the proposed railing is a concern about safety and agreed with the Commission comments that the steel safety bar is not aesthetically pleasing. She questioned the primacy of Richmond rail, stating that examples of it in use are very rare in the vicinity of her property and expressed concern about the thick railing recommended, in terms of fitting in with prevailing tendency of railings in the area, as well as general aesthetics. Chairman Klaus responded that some of the more decorative turned railings in applicant's neighborhood may be less historically accurate. Commissioner Morgan explained that staff and the Commission consider the history of a specific property to determine accuracy, as opposed to basing conclusions on neighboring buildings' styles. She also stated that a turned post is indicative of a certain style for which the Commission and staff would need to find prior evidence, whereas a straight post gives more flexibility and is generally more contemporary.

Chairman Klaus recommended the applicant work with staff to determine a square picket dimension satisfactory to all. Chairman Klaus also passed on the Commission suggestion to substitute a cable for the current safety rail as a more aesthetically appropriate choice and to work with staff to secure approval.

Chairman Klaus asked if there was any public comment.

Patsy King, owner of property at 2712 Monument, spoke on behalf of herself and two other nearby neighbors, expressing concern about the proposed two-story garage. She claimed that she learned of the application late in the process, and also wondered if the West Grace Street Association had had a chance to review it. She stated there is no precedent in the area for a two-story garage with a deck, and that it will be disruptive of privacy for neighbors. She also expressed concern about noise and disruptive lighting, as well as construction blocking the alley. She also stated that the approved materials as

she understood them – composite railing and brick veneer – do not conform to the Guidelines.

Hearing no further comment, Chairman Klaus closed public comment and opened Commission discussion.

Chairman Klaus clarified that an earlier related application for the proposed garage was reviewed at the August CAR meeting. Vice-Chairman Hendricks recommended that the Commission not approve the black iron pipe in the proposed design, recommending a cable rail.

Commissioner Cooley pointed out that the railing of a neighboring house makes contact with the brick and not with the limestone cap and suggested that this railing should do likewise.

Chairman Klaus stated that the design appears to be unobtrusive, and that the Commission could possibly stipulate that no electric lighting or sound amplification be used on the proposed second level of the garage. Chairman Klaus stated that Commission can stipulate there should be no lighting that is visible above the parapet.

Commissioner Johnson stated that applicants have followed all of the previous Commission recommendations in their design.

Commissioner Bond pointed out that the use aspect falls under the Zoning Department's purview. Secretary Jones stated that Planning and Preservation is waiting to hear from the Zoning staff about certain aspects of this project and Chairman Klaus advised the applicant to follow up with Ms. Jones about such decisions.

Commissioner Morgan inquired about the composition of the garage doors. The applicant confirmed that they propose to use steel.

Chairman Klaus asked whether the brick was in fact a veneer. The applicant clarified that it would be real brick, not a veneer.

A motion was made by Chairman Klaus, seconded by Commissioner Bond, that this Application for a Certificate of Appropriateness be approved as submitted for the reasons cited in the staff report provided that the following conditions are met: the front porch top rail attach to the masonry piers not the limestone cap; the design of the porch balustrade be submitted to staff for review and approval; the brick treatment on the garage be submitted to staff for review and approval; the garage deck lighting not be visible from the public right-of-way; and the lighting plan be submitted to staff for review and approval. The motion carried by the following vote:

Aye -- 9 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Kathleen Morgan, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

10 [COA-044098-2018](#) 2100 East Clay Street - Construction of a serpentine brick privacy wall along the rear side of the property.

Attachments: [Application and Plans](#)[Site Map](#)[Staff Report](#)

Ms. Jeffries presented this application.

Staff recommended approval of the project with the following conditions: the limestone details in the design not be installed, as they are inconsistent with the district; the proposed weathered finish not be used, as it would create a false sense of historic development; a straight brick wall be installed in the proposed location, as there is no historical evidence of a serpentine brick wall existing in the district; a simple wooden gate with a flat top be installed with specifications to be submitted for administrative review and approval; and the new brick wall not be attached to the existing building, so it can be removed without damaging the historic building.

Chairman Klaus asked if staff would object to removal of the stone piers currently at the site. Ms. Jeffries replied that she had not considered it and that the piers do not appear to be historic.

Jim Gallion, owner of 2100 East Clay Street and designer of the proposed brick wall, stated that he was not attached to the bluesone cap feature, but would like to maintain the curved wall design as opposed to straight on the grounds that it would be more aesthetic for passersby; that a straight wall would impinge on neighbors' views of the park; and because, he claimed, there are examples of nearby curved walls, such as at Richmond Hill Retreat Center at 2209 East Grace Street. He stated that he could be amenable to a straight wall if need be, if allowed to incorporate some other design interest element and to maintain the proposed three-foot setback.

Commissioner Cooley asked if the wall would be only one brick thick. Mr. Gallion responded that this thickness has been reviewed and supported by an engineering consultant, Jacob Davis.

Chairman Klaus questioned the applicants as to various shades of brick on the property. Mr. Gallion clarified that the proposed brick appearance is intended to correspond to the nearby pillars.

Chairman Klaus asked if there was any public comment. There being none, he commenced Commission discussion.

In response to the Commission's questions about zoning for the wall height, Ms. Jeffries stated that Zoning has been consulted, and that they stated that the wall could be higher than four feet, due to the house's proximity to the property line.

A motion was made by Commissioner Morgan, seconded by Commissioner Cooley, that this Application for a Certificate of Appropriateness be approved as submitted. The motion carried by the following vote:

- Aye --** 6 - Commissioner David C. Cooley, Commissioner Sanford Bond, Commissioner Gerald Jason Hendricks, Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer and Commissioner Kathleen Morgan
- No --** 3 - Commissioner James W. Klaus, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

CONCEPTUAL REVIEW

11 [COA-044095-2018](#) 820 North 23rd Street - Construction of a two-story, single family house.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application.

Staff noted that historic photos and Sanborn maps of the block in question do show buildings with irregular setbacks, similar to that of the proposed construction. Staff commented that the second story overhang in applicant's plans is not a form found in the historic district. Staff recommended that the following be submitted for final review: dimensioned site plan with foundation, floor plan, a detailed statement about how the design conforms to historic guidelines, and window design that meets commission guidelines

In response to Commissioner Morgan's question, Ms. Jones stated that the Zoning Division would have to weigh in on the finalized design.

David Clinger of Clinger Designs spoke on behalf of the owner, Charley Ayers. He acknowledged that the shape of the house design is unusual, and stated that this is due to the unusual dimensions of the site and their attempt to maximize square footage by overhanging the second floor. Mr. Clinger cited recent nearby construction of plain design and built right up to the street. The proposed design is intended to be more interesting and appealing in appearance.

Chairman Klaus expressed concern that the proposed setback, being close to the street, would block views of nearby houses. Chairman Klaus also concurred with staff that the second floor overhang in the proposed design is not an existing form in the district.

Vice-Chairman Hendricks suggested that the brackets be aligned with the windows, as is consistent with historic designs. Commissioner Morgan questioned whether brackets are needed or appropriate in a new construction of this nature.

Commissioner Cooley cautioned against making the design too plain, citing the "missing" window on the façade as being excessively minimal in appearance. Commissioners Bond and Wheeler agreed that the northeast elevation needs to have more windows than the current design shows.

Chairman Klaus and Vice-Chairman Hendricks advised researching historic setbacks and modeling the design of the setback on those, checking with zoning to make sure design conforms to relevant ordinances.

Chairman Klaus asked if there was any public comment.

Jennifer Cook Asaro of 816 North 23rd Street stated that there is already new construction on the block which blocks light exposure to her house, which she described as the only historic house left on the block. She stated that the new construction would block her house completely from view until a passerby is directly in front of it. She also expressed concern that the new house should have visual interest and not be excessively plain in appearance.

Chairman Klaus stated that the setbacks being up close to the street is in agreement with historic precedent.

Nancy Lampert commented that the window design of proposed structure is too asymmetrical.

There being no further comment, Chairman Klaus asked for further comments from the Commission, or questions from the applicant. There being none, Chairman Klaus closed the discussion.

This Application for a Certificate of Appropriateness was conceptually reviewed.

12 [COA-044096-2018](#) 206 North 32nd Street - Alteration and addition to rear of house.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jeffries presented this application.

Commissioner Brewer recused herself from participation in this applicant conceptual review.

Staff recommended that the stucco be cleaned using the gentlest means possible, in accordance with the National Park Service preservation brief. Staff expressed concern about the third-story balcony, noting that the submitted elevations do not reflect the existing roofline. Staff also noted that plans call for the installation of a door and removal of a dormer window. Staff recommended that additional information and accurate elevations be submitted for final review. Staff recommended a trim color other than black and consistent with historic guidelines be submitted for approval. Staff recommended the exterior treatments which mimic porch enclosures be revised with different materials so as not to suggest an inaccurate sequence of construction.

David Johannas, architect and representative for owner Mr. Nolan, stated that the house dates to the late 1880's, and that the rear additions show up on the Sanborn maps of 1905. In response to staff comments, Mr. Johannas stated that the color change was not a concern, that for the railing a simple metal design was envisioned, and that he and the owners would be happy to revise the elevation styling. He stated that a major concern for them is removing the stucco, due to its being in very poor condition and delaminating in several places, with some water penetration, and having been unsuccessfully repaired several times. He stated the clients would like to replace it with a synthetic stucco. Mr. Johannas stated that the stucco to be replaced is on a secondary and tertiary elevation with limited public exposure, and that planned additions to the property will limit exposure further. He indicated that the planned additions are intended to keep the scale and form of the building intact.

Commissioner Wheeler inquired about the proposed materials, and Mr. Johannas stated the balconies would be mostly glass and the roof surface, if visible, would be flat-seam metal. Chairman Klaus inquired about the use of synthetic stucco. Commissioner Bond stated it would be appropriate for waterproofing since water penetration has been an issue.

There was one public comment letter expressing support for the project. Chairman Klaus

asked if there was any further public comment. There being none, he commenced Commission discussion.

Commissioner Pearson expressed concern about the historic windows and whether some of them would be lost. Chairman Klaus expressed concern that planned addition would obscure two historic windows from view. Commissioner Morgan agreed with Commissioner Pearson that preserving at least some of the historic fabric of the building would be worthwhile, and agreed with staff that the proposed design should be altered so as not to mimic historic forms in a misleading fashion.

Chairman Klaus suggested re-using the historic windows in the addition. Mr. Johannes responded that this would be difficult due to space constraints.

This Application for a Certificate of Appropriateness was conceptually reviewed.

- 13 [COA-044099-2018](#) 813 North 28th Street - Construct new 750 student school, site improvements, and new playground facilities.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application.

Staff found that in general the proposed school meets the guidelines for new construction of large buildings. Staff found that the proposed building maintains the human scale elements found within the district, and that it will be comparable in height to the existing school building. Staff found that due to the planned setbacks and massing distribution on the lot, the school will not visually overwhelm surrounding properties. Staff found that the proposed school uses features found in the district such as a central entrance, vertically and horizontally aligned windows, and a repeating bay pattern and that the principal materials of the school will be brick and standing seam metal with concrete elements, materials which are compatible with those found in the district.

Ms. Jones stated that the current school on the site will remain in use during construction, to be demolished after the adjacent new school is completed and that an application for the demolition has not yet been submitted

Steve Raugh of Timmons Group stated that the school under discussion is one of three in a fast-track process for construction. The conceptual review is to confirm permission to break ground on the construction site. The fast pace of the project precludes changes to the location of the proposed school.

Chairman Klaus asked if there had been public input into the planning of the proposed school construction. Steve Raugh and David Weigand, both of Timmons Group, confirmed that community meetings had been held, at which time the community gave input on colors and type of prototype used. Chairman Klaus suggested that any future meetings include a member of the Commission.

Commissioner Morgan suggested that some way be found to minimize the massive roof structure, perhaps with a parapet. Mr. Weigand explained that the roof size is partly accounted for by the mechanical mezzanine which houses all the HVAC equipment.

Chairman Klaus stated that, in the case of two schools under review at the November

Urban Design Committee, the designers stated that there was some ability to customize the prototype designs; so there ought to be some adaptability also with the school under discussion by the Commission.

Vice-Chairman Hendricks questioned the curved shape in the school, and whether it fits in with local architectural forms.

Commissioner Morgan suggested that some of the expanses of blank brick wall be broken up, maybe with some blind openings. She added that all openings on the first floor should be real openings, but recessed brick could be used in places on the second floor. Vice-Chairman Hendricks added that this is true on each side, that due to its siting the school will be a "360-degree" building.

Commissioner Pearson expressed concern at the expanse of asphalt at the bus drop-off area, and asked if the student drop-off could be moved to a side-street, and the school structure in the proposed area be brought closer to the street. Mr. Raugh explained that the intent has been to separate the place where parents drop off students from the area where buses drop off students, to reduce congestion. He further explained that parents would use the front of the school and buses would use Cedar Street, which would be blocked off.

David Weigand stated that their usual goal with a school design is to get bus and car traffic off the street so that regular vehicular traffic is not held up.

Commissioner Wheeler suggested discarding some of the embellishments which refer to residential building styles, since the building is institutional.

Commissioner Bond asked if the prototype was modified significantly for this design. Mr. Weigand replied that it has not been significantly modified.

Commissioner Wheeler suggested a covered walkway to the main entranceway, to help articulate a more purposefully sited building.

Chairman Klaus asked that photographs of other schools built using this prototype be brought for the final review.

Vice-Chairman Hendricks asked that consideration be given to preserving a historic structure that is part of the current school, perhaps to reuse as a clubhouse.

Chairman Klaus asked if there was any public comment.

Shane Flansburg, resident of 801 North 27th Street, stated that he and most of his neighbors had not been made aware of the opportunities for community input in the school planning process, and that community meetings were not announced. Mr. Flansburg stated his main concern is with the proposed bus loop and its impact on traffic on 27th Street, which is already tight and busy. An earlier plan had shown a bus drop-off point on 29th Street near the water towers. Mr. Flansburg stated that this location makes much more sense to him.

The applicant representatives explained that the 29th St. bus drop-off area was considered and rejected due to a planned bike path in that area. Chairman Klaus suggested that the bike path's route might be negotiable, and that serious consideration should be given to moving the bus drop-off area, as this was the main issue brought up in the public comments.

Mr. Flansburg also expressed concerned about the 27th Street mechanical area and potential noise pollution, and about general light pollution potential from the school. Mr. Flansburg asked what the remaining approval steps would be, given the urgency given to school projects and that groundbreaking is scheduled for December. Chairman Klaus responded that he did not know.

Richard Rumrill, a Church Hill resident, expressed concern about the speed of traffic on the Chimborazo Elementary School "megablock" and how parents and children will navigate the traffic. He also stated that the large footprint of the school does not fit well into the scale of the neighborhood, and also that he was not informed about the community planning meetings for the school project.

Cyane Crump of Historic Richmond Foundation pointed out that the existing school at the site in question includes a structure from the 1880s, which appears to be in good condition and have good architectural integrity. She stated that public school buildings from this era are rare and that this appears to be the first school for black students in the East End. She further stated that Historic Richmond hopes careful consideration will be given to preserving this building, perhaps repurposed as a community center.

There being no further comment, Chairman Klaus asked for further comments from the Commission, or questions from the applicant.

Commissioner Morgan stated she is interested to see how the site plans relates to t he the historic school building and that the lighting and materials of the proposed new building will all be important factors considered in the final review.

This Application for a Certificate of Appropriateness was conceptually reviewed.

- 14 [COA-044105-2018](#) 305 North 30th Street - Construct first floor rear deck and single car garage, replace vinyl siding with fiber cement siding on enclosed rear porch.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application.

Staff found that the proposed application generally is in keeping with the Guidelines. Staff requested that, for final review, there should be a dimensioned site plans with the location of the proposed garage and the new deck, dimensioned elevation with the height of the new garage, context site plan and colors for the garage and the porch.

No public comment letters have been received about this application.

Enoch Pou, applicant representative, stated that he is in full agreement with staff recommendations.

Chairman Klaus stated that he found the application reasonable and saw no problems with it.

Commissioner Wheeler asked if there would be any adjustment to the existing windows on the second floor of the house. Mr. Pou stated that the windows in question would stay in place.

Chairman Klaus asked if there was any public comment. Hearing none, he concluded the discussion.

This Application for a Certificate of Appropriateness was conceptually reviewed.

- 15 [COA-044106-2018](#) 2017-2019 Monument Avenue - Addition of elevator to rear of structure.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jeffries presented this application.

Staff found that the proposed design is not differentiated from the historic structure and creates a false sense of historical development and recommended that the brick of the proposed structure be of a different bond pattern than that of existing structure so as to differentiate it, and also that it should not be toothed into the existing wall. Staff also recommended that a simplified trim be used, and a simple shed roof rather than the proposed hipped roof. Staff also recommended that the proposed false window elements should be removed.

Erin Webb of 3North Architects, project architect and representative, stated that the staff comments made sense and that she would still prefer to match the color of the mortar and the brick to that of the existing structure, but differentiate it via a different bond. She asked if the simpler proposed cornice in the back would be acceptable. Ms. Webb expressed concern that changing the roof to a shed style would give a very low slope and asked if a different roof material could be considered, e.g., copper instead of slate. She also explained that the false window element was included in the design to add visual interest.

Commissioner Bond commented that the new construction should not look as if it's attempting to fit in with Duncan Lee's original designs. Chairman Klaus stated that a modern design gives considerable leeway and that historic districts do contain some interesting modern designs.

Commissioner Morgan stated that she could appreciate the motivation for the false window elements, to break up the massing. Chairman Klaus suggested that the client find some other way to achieve this.

Chairman Klaus asked if there was any public comment. Hearing none, he concluded the discussion.

This Application for a Certificate of Appropriateness was conceptually reviewed.

- 16 [COA-044102-2018](#) 2800 East Leigh Street - Construct a rear addition, repair and paint existing stucco.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application.

Staff found that the two rear porches to be enclosed in the proposed are a highly visible historic feature and expressed concern about their being enclosed without reference to their historic features. Staff recommended that the proposed enclosures reference the historic porches and include window openings, sidings, and exterior vertical corner boards and a horizontal board. Staff provided visual examples of other properties where this has been done. Staff expressed concern that the proposed windows on the rear and side elevation are not aligned with the other openings on the first floor. Staff also suggested that the headers and sills of the proposed windows align with the existing windows. Staff found that the proposed fiber cement siding is an appropriate exterior material as it clearly distinguishes the historic building and the new addition. Staff recommended that the siding be smooth and without a bead, in a color to be submitted for administrative review and approval. Staff recommended denial of the request to remove the chimney, as the Guidelines state that historic details, such as chimneys, should be retained. Staff recommended that the applicant either repair the existing railing or replace it with one that more closely matches the historic wooden railing. Staff found the replacement of the replacement windows to be generally consistent with the guidelines, and requested that the applicant provide additional information, including photographs, of the existing windows, and specifications for the new windows for the final review. Staff recommended that the replacement windows be aluminum-clad wood and follow the two-over-two configuration as seen in a reference photo.

Staff requested that a contextual site plan with location of relocated HVAC unit and any other site improvements, as well as dimensioned elevations with the window headers and sills, be provided. Staff also requested that any new windows and doors fit the existing openings, with specifications to be submitted for final review.

Chairman Klaus asked about the enclosed second floor and whether this was a problem. Ms. Jones replied that this is not atypical for projects that have been approved, but that some element to break up the massing would be desirable.

The applicant and owner representative, Michelle Bebbs of Architecturally Yours, stated that the removal of only one of the two chimneys was planned, but that it can be left in place instead. Ms. Bebbs explained the lack of windows as being due to closets being placed in those locations, but suggested that horizontal siding could be used instead to break up that side of the property.

Commissioner Morgan asked why the addition is set back on one side. Ms. Bebbs replied that Zoning regulations requires a three-foot setback and the property is one foot off the property line. Commissioner Morgan suggested that there should be setback on both sides or, if one side had to be flush with the plane, some sort of corner trim could be used to break it up.

Chairman Klaus and Vice-Chairman Hendricks suggested that shutters could be used, in a manner similar to how they were used for the enclosed porch at 412 North 26th Street. Ms. Bebbs agreed that she could do something like that.

Chairman Klaus suggested that windows be added to the master bedroom, and that the porch that is to be removed be mimicked on the second floor of the addition. Ms. Bebbs agreed that these changes could be made.

Chairman Klaus reiterated the staff suggestion that the railing used be modeled on the railing from historic photographic evidence, which is a lower spindle railing. Ms. Jones offered that Planning and Preservation staff would provide photographs for reference.

Commissioner Morgan stated that it would be important, on the right side, to make sure there is a visual separation between the addition and the porch enclosures. Ms. Bebbbs asked if using cement board would be sufficient. Commissioner Morgan replied that it would be.

Chairman Klaus asked if there was any public comment. Hearing none, he concluded the discussion.

This Application for a Certificate of Appropriateness was conceptually reviewed.

17 [COA-044893-2018](#) 2711 East Broad Street - Construct a two-story accessory building.

Attachments: [Application and Plans](#)

[Site Map](#)

[Staff Report](#)

Ms. Jones presented this application.

Staff expressed concern that the proposed building appears to be similar in height to the main house. Staff recommended that the height of the proposed structure be reduced to be more compatible with what was historically located on the property. Staff found that the proposed materials are consistent with Guidelines. Staff found that the fenestration patterns on the south elevation are inconsistent with the surrounding area, and recommended reorganizing the window pattern so that first and second story relate to each other. Staff recommended that the roof pitch be reduced to be more compatible with the secondary building on the interior of the block; that the window pattern of the alley-facing elevation be reorganized so the first and second story windows relate to each other; that any site improvements, such as a new fence, be included in the final application; and that dimensioned context site plans and elevations, and window specifications, be submitted with the final application.

Alli Alligood and Stewart Schwartz, the applicants, stated that the roof height of the proposed structure is a foot below the parapet of the existing house. Ms. Alligood stated that the gable roof design was to maximize space. Chairman Klaus stated that a shed-type roof, as in a neighboring property, would be more typical. Ms. Alligood stated that she would be happy to change to a shed roof, as long as it is of sufficient height.

Chairman Klaus stated that any reduction in height would probably be appreciated by neighbors.

Vice-Chairman Hendricks asked if it would be possible to bring in the addition further from the alley. Ms. Alligood replied that she would like to save yard space for growing trees.

Ms. Alligood explained window placement as being designed to make sense for the interior space, but stated that she would be amenable to rearranging them.

Vice-Chairman Hendricks stated that the randomness of the window placement would be more acceptable with the roof changed to a shed roof.

Ms. Alligood asked if a material other than stucco could be used for the new structure, for example Hardi-plank. Vice-Chairman Hendricks replied that stucco would be ideal, as it would match the main house.

Commissioners Wheeler and Morgan stated that the windows should be more aligned. Commissioner Morgan also suggested that the windows on the side be larger. Chairman Klaus stated the windows on the side appear random. Commissioner Wheeler suggested moving one of them over the door.

Chairman Klaus suggested that the design be more committed in one direction or another, either modern or referring to historical structures.

Commissioner Wheeler stated that an asymmetrical front door placement would make sense with the other asymmetrical features of the design.

Mr. Schwartz asked for clarification about the two stories. Chairman Klaus clarified that the number of stories is not a problem, but just the height warrants attention.

Chairman Klaus asked if there was any public comment.

Nancy Lampert, a neighbor, stated that a two-story addition runs the risk of becoming disproportionate. She also expressed concern as to whether the proposed addition would be ADA-compliant.

There being no further comment, James Klaus concluded the discussion.

This Application for a Certificate of Appropriateness was conceptually reviewed.

3 [COA-044107-2018](#) 506 North 29th Street - Installation of fiber cement siding.

Attachments: [Application and Plans](#)
[Site Map](#)
[Staff Report](#)

This item was moved to the end of the meeting to allow the applicant time to arrive at the meeting.

A motion was made by Commissioner Johnson, seconded by Chairman Klaus that this application for a Certificate of Appropriateness be deferred to allow the applicant to be present.

Aye -- 6 - Commissioner Gerald Jason Hendricks, Commissioner James W. Klaus, Commissioner Neville C. Johnson Jr., Commissioner Kathleen Morgan, Commissioner Sean Wheeler and Commissioner Lawrence Pearson

Excused -- 3 - Commissioner David C. Cooley, Commissioner Sanford Bond and Commissioner Ashleigh N. Brewer

Adjournment

Chairman Klaus adjourned the meeting at 8:23 pm.