Historic Preservation Commission (HPC)
Meeting Minutes
March 10, 2016

Members Present: Patricia McCambridge (Chair), George Nicholas (Vice Chair), Venetta Stephens, Sam Leary, Victor Pickett, and Mark Puster

Staff/Others Present: City Attorney Jan Proctor and Assistant City Attorney Meredith Jacobi and Senior Planner Alexis Baker

The official meeting was called to order at 5:05 p.m. by the Chair in the City Hall Planning Department Conference Room.

Ms. Proctor introduced a new attorney, Meredith Jacobi, who will be assisting the Historic Preservation Commission.

Mr. Puster made a motion to accept the February 18, 2016 minutes with one amendment to show that City Attorney Jan Proctor was present instead of Deputy City Attorney Andrew Fox. Dr. Leary seconded the motion. The motion passed unanimously.

A discussion was held on Historic Preservation Month. The HPC would like to have eight structures professionally photographed and mounted to show present, restored and endangered homes in Chesapeake. This would be shown to City Council at their April 26th meeting, which will kick off Historic Preservation Month in May, and would become a part of HPC’s booth at public events. The HPC would also like these pictures on their webpage along with future pictures showing historic bridges, churches, crossroad stores, and graveyards.

Mr. Pickett made a motion to invest up to $800 out of the HPC budget for eight pictures matted representing present, restored, and endangered structures in Chesapeake. Mr. Puster seconded the motion. The motion passed unanimously.

A discussion was held on door-to-door surveys for the South Norfolk Local Historic District on the physical boundaries and guidelines, TA-Z-15-08. Forty dollars would be used to purchase supplies. The surveys would be printed by the Planning Department and distributed by the Bureau of Community Programs, Youth Services.
Ms. Stephens make a motion for $40 to be allocated out of the HPC budget to purchase supplies for surveys. Dr. Leary seconded the motion. The motion passed 4-2.

The discussion on TA-Z-15-08 continued. More information was requested from Staff on the boundaries. The current guidelines for the South Norfolk Local Historic District will be reviewed by the HPC prior to the next meeting and a reminder of assigned sections will be sent by email. A rough draft of the HPC recommendations and the results of the survey will also be available before the next meeting.

With no further business to discuss, the meeting was adjourned by the Chair at 7:47 p.m.