Historic Preservation Commission (HPC)
Meeting Minutes
June 9, 2016

Members Present: Patricia McCambridge (Chair), George Nicholas (Vice Chair), Sam Leary, and Thomas Sledge

Staff/Others Present: Senior Planner Alexis Baker, Historic Preservation Planning Intern Kimberly Parker

The official meeting was called to order at 5:00 p.m. by the Chair in the City Hall Planning Department Conference Room.

Mr. Sledge made a motion to accept the May 12, 2016 meeting minutes as written. Dr. Leary seconded the motion. The motion passed unanimously.

Mr. Sledge, Ms. McCambridge, Ms. Baker and Ms. Parker met on May 19, 2016 to discuss an internship project for Ms. Parker. Ms. Parker suggested a story map, which would display information and the location for sites on the National Register of Historic Places. Ms. Parker presented her work on the story map to the HPC. She is nearly complete, but will incorporate the suggestions from the HPC before the map is officially published.

Mr. Sledge discussed the Historic Highway Marker locations. He has found several online resources regarding the historic highway markers. However, he is still investigating if all the markers that he has found online are still existing. Ms. Parker may also incorporate the markers into a possible story map.

Ms. McCambridge also talked about a meeting she attended on June 1st with Ms. Parker, Ms. Baker and the staff from the Chesapeake Information Technology Department regarding social media. The HPC intends to create a Facebook page and an Instagram and YouTube account. A short discussion was held on creating short videos on different historic subjects such as the Cornland School, the Oaklette boathouse, interior shots of historic homes, and subjects regarding the Great Dismal Swamp Canal.

Dr. Leary discussed contacting Dr. Sayers with American University regarding his research on the Underground Railroad in the Great Dismal Swamp.
There is now a vacant position on the HPC since Mr. Puster has resigned due to work relocation. The HPC reviewed the existing applications for the position from the City Clerk’s office.

**Mr. Nicholas made a motion to recommend to City Council three people in priority order to fill Mr. Puster’s vacant position.** The candidates are Marilee Peterson, James McNamara and Ron Askew. The candidates not chosen to fill the current vacant position are recommended to fill the vacant positions that will open in February 2017 as three members of the HPC are not eligible for reappointment. Dr. Leary seconded the motion. The motion passed unanimously.

The HPC will need to update their current work plan to include the work they did on the Zoning Ordinance text amendments related to the South Norfolk Local Historic District. A new workplan, to coincide with the new fiscal year, should be developed next month.

The HPC decided to postpone the election of the chair and vice chair, as two of the members were not present. However, Mr. Sledge and Ms. Stephens were nominated for vice chair and Ms. McCambridge was nominated to continue as chair.

**A motion was made by Mr. Nicholas to reappoint Ms. Baker as recording secretary.** Dr. Leary seconded the motion. The motion passed unanimously.

**A motion was made by Mr. Sledge to continue elections for chair and vice chair to the July 14th meeting.** Dr. Leary seconded the motion. The motion passed unanimously.

The HPC would like to apply for a booth for the Waterways Heritage Festival during Columbus Day weekend in October.

With no further business to discuss, the meeting was adjourned by the Chair at 6:33 p.m.