



**Historic Preservation Commission (HPC)  
Meeting Minutes  
August 13, 2020**

Members Present: Patti McCambridge (Chair), David Schleeper, Tom Sledge, Neta Stephens

Staff/Others Present: Parks, Recreation, and Tourism Director Mike Barber; Planning Administrator Mark Woodward; Assistant City Attorney Tom James; Public Works Project Manager Louise Schaeffler; Park Planner Ana Elezovic

Members Absent: Melissa Kemple; Ed Conner

Visitors Present: Kyle Taduran

The official meeting was called to order at 5:07 p.m. by the Chair.

Mr. Sledge made a motion to approve the July 9<sup>th</sup> meeting minutes as presented. Ms. Stephens seconded the motion. All members present at the July meeting voted yes by voice vote.

**D. Old and New Business**

**Elections for Recording Secretary**

Mr. Schleeper nominated Ana Elezovic for the position of recording secretary. Ms. Stephens seconded the motion. All members present voted yes by voice vote.

**Bylaws Amendment**

Due to the recently approved ordinance amendment to transfer recording secretary duties from the Planning Department to the Parks, Recreation, and Tourism Department, the HPC voted to amend their by-laws to incorporate the revised language. Mr. Sledge made a motion to approve the by-law amendment, Mr. Schleeper seconded the motion. All members present voted yes by voice vote.

**Bear Quarter sign**

The group reviewed the revised Bear Quarter sign and made minor revisions. Mr. Schleeper made a motion to approve the sign with the revisions. Ms. McCambridge seconded the motion. All members present voted yes by voice vote.

### **Hugo Owens Sign**

The HPC reviewed the content of the Hugo Owens marker. Ms. Stephens made a motion to approve the creation of a letter of support for the Hugo Owens marker. Mr. Sledge seconded the motion. All members present voted yes by voice vote.

### **Inventory of Historic Artifacts and HPC website**

Mr. Woodward mentioned that the Planning department was working with the Information Technology department to move the existing HPC webpage to the Parks, Recreation, and Tourism website. More work needs to be done so at this time, the HPC page will remain on the Planning departments webpage and the Parks, Recreation, and Tourism webpage will cross-link to it.

Ms. Cambridge mentioned that many of the Historic Preservation Commission's resources will be moved to Parks, Recreation, and Tourism's Progressive Drive office.

### **Letter-Writing Committee**

The HPC identified a need for a two-person letter-writing committee to send letters of support to a variety of projects. Occasionally projects have had imminent deadlines that occur between HPC meetings and this committee would ensure that letters get to their desired recipients before those deadlines.

Ms. Stephens nominated Ms. McCambridge for the letter writing committee. Mr. Schleeper seconded the motion. All members presented voted yes by voice vote.

Mr. Schleeper nominated himself for the letter-writing committee. Ms. Stephens seconded the motion. All members presented voted yes by voice vote.

### **Process for Identifying Structures on the Chesapeake Historical Register**

Mr. Schleeper explained program for identifying historical structures in Chesapeake and the need for this program. Ms. McCambridge mentioned that a next step would be to reach out to eligible residents and find resources to fund the creation of placards for the historic structures.

Mr. Barber proposed that the HPC go on a retreat in the fall to establish a strategic plan for moving into a new era of the HPC.

Mr. Taduran offered to assist with the creation of a digital inventory and story map of historic structures and resources in Chesapeake as a graduate school project.

Ms. Stephens made a motion to approve the program for identifying structures on the Chesapeake Historical Register and the nomination application as written. Mr. Schleeper seconded the motion. All members present voted yes by voice vote.

### **Virginia Historical Highway Marker - Shea Drive**

The group reviewed the content of the Shea Drive marker proposal. Mr. Schleeper made a motion to approve the creation of a letter of support for the Hugo Owens marker. Mr. Sledge seconded the motion. All members present voted yes by voice vote.

**E. Reports**

Ms. McCambridge mentioned that she had receive historic documents about Divine Baptist Church from Ms. Patrice Owens who attended the church as a child.

Mr. Schleeper mentioned that he would begin working on a PIF (preliminary information form) to place the Northwest Canal on the State Historic Register.

Mr. Barber provided updates on the Cornland School project.

**F. Adjournment**

The meeting was adjourned at 6:43 PM.