



**Meeting Minutes  
Historic and Architectural Review Board (HARB)  
August 1, 2019  
Portlock Gallery – 3815 Bainbridge Blvd.**

**ROLL CALL**

**HARB Members Present:** Joe Maguire; Ed Conner; Tammi Amick; David Schleeper; Ellsworth Spicher.

**Staff:** Meredith H. Jacobi, Legal Counsel – City Attorney’s Office; Pam Witham and Carlos Rodriguez – Development and Permits, Code Compliance Division; Nathen Lamb – Recording Secretary, Planning Department.

Chair J. Maguire called the meeting to order at 5:50 p.m.

**MINUTES**

Approval of the July 9, 2019 regular meeting minutes; ***motion to approve minutes with no amendments made by E. Spicher, and seconded by D. Schleeper, all members present voting yes.***

**REGULAR AGENDA**

**1119 Seaboard Avenue**

Original Request

- Replace rotten/damaged wood as needed (keep porch columns), install new vinyl siding in an approved Benjamin Moore Historic Collection color, install new 2-over-2 vinyl windows with exterior raised muntins; applicant absent; ***motion to continue application as submitted made by D. Schleeper, and seconded by E. Connor, all members present voting yes.***

**1446 Chesapeake Avenue**

Original Request

- Install 4” lap vinyl siding in almond color, applicant absent for a second consecutive month, Board members find vinyl not appropriate; ***motion to deny application made by T. Amick, and seconded by D. Schleeper, two (2) members E. Conner and E. Spicher opposed, three (3) members voting yes, motion carries.***

**Old Business**

None

**New Business**

1. Joint quarterly meetings

***Motion to approve participating in joint quarterly meetings with the South Norfolk Revitalization Commission, Historic Preservation Commission, and Chesapeake Land Bank Authority, by sending two (2) HARB representatives appointed by Chair J. Maguire made by J. Maguire, and seconded by T. Amick, one (1) member D. Schleeper opposed, four (4) members voting yes, motion carries.***

2. Addition of two (2) alternate members to HARB

Board discusses alternate members should be members who have backgrounds in the construction trades or with related expertise such as architecture and design, and that the most appropriate time for alternate members to be appointed would be subsequent to the creation of an additional historic and cultural preservation overlay district.

**Committee Reports**

None

**Zoning Inspection Status Report**

None

**Legal Guidance**

None

**Administrative Approvals**

N. Lamb reported three (3) administrative approvals – all like for like.

**Public Input**

Kellie Alexander of 1336 Chesapeake Avenue discussed her attempt to work with City departments to find a resolution for poor workmanship at the 1300 block of Chesapeake Avenue. Ms. Alexander handed out photographs which show a Public Utilities sewer replacement job in which contractors replaced materials at the work site in substandard condition, particularly as it pertains to the South Norfolk Historic and Cultural Preservation Overlay District Design and Procedural Guidelines. M. Jacobi advised Ms. Alexander that the City Attorney’s Office is close to finalizing and circulating an official memorandum recommending a resolution.

**ADJOURNMENT:** The regular meeting adjourned at 7:26 p.m.

**MEETING MINUTES APPROVED:** \_\_\_\_\_ September 19, 2019 \_\_\_\_\_