



**Meeting Minutes  
Historic and Architectural Review Board (HARB)  
January 5, 2023  
Public Safety Operations Center**

**ROLL CALL**

**HARB Members Present:** Chair Joe Maguire, Vice Chair Marilee Peterson, Frank Lilley, and Ellsworth Spicher

**Staff:** Joshua Johnson, Legal Counsel – City Attorney’s Office; Pamela Witham, Code Compliance Inspector 3 – Development and Permits; Marvin Hodges, Senior Planner – Planning Department; Nathaniel McCormick, Community Design Manager – Planning Department; and Kevin Finn, Recording Secretary – Planning Department.

Vice Chair J. Maguire called the meeting to order at 5:35 p.m.

**MINUTES**

Approval of December 1, 2022 regular meeting minutes, ***motion to approve minutes with minor alteration made by E. Spicher and seconded by F. Lilley, all members present voting for.***

**COMMITTEE REPORTS**

None

**ADMINISTRATIVE APPROVALS**

K. Finn reported one (1) administrative approval.

**ZONING REPORT**

P. Witham provided a brief update on the status of Code Enforcement Officers within the Historic District and mentioned that if work is being performed within the District without a COA, to please call 757-382-CITY (2480). Additional information regarding specific properties were discussed following the review of the Regular Agenda.

**OLD AND NEW BUSINESS**

None

**CONSENT AGENDA**

None

**REGULAR AGENDA**

**1101 Chesapeake Avenue**

Original Request

- Remove damaged, secondary door to be filled in with matching brick;
- ***Motion to accept the application as stated with the addition of the brick to be recessed one (1) inch from the front face of the building made by E. Spicher and seconded by M. Peterson, all members present voting for.***

**1300 Rodgers Street**

Original Request

- Install 20 solar panels on rear elevation of the roof and 6 on the front dormer;
- ***Motion to deny the application made by E. Spicher and seconded by F. Lilley, all member present voting for.***

**ZONING REPORT CONTINUED**

F. Lilley asked for an update on the property at 1230 Chesapeake Avenue. P. Witham stated that the parties involved have a court date scheduled in April. Both F. Lilley and J. Maguire discussed other properties within the Historic District where work was performed without a COA, including 1230 Hull Street, 1106 Park Avenue, and 1214 Chesapeake Avenue.

**PUBLIC INPUT**

None

**LEGAL GUIDANCE**

None

**ADJOURNMENT:**

*Motion to adjourn the meeting made by J. Maguire and seconded by E. Spicher, with all members present voting for.*

Meeting adjourned at 6:13 PM

**MEETING MINUTES APPROVED:** 2/2/2023