



**Historic Preservation Commission (HPC)  
Meeting Minutes  
December 13, 2018**

Members Present: Patti McCambridge (Chair), Venetta Stephens, David Schleeper

Staff/Others Present: Senior Planner Alexis Baker; HPC Staff Advisors, Park Manger Kevin Kaul, and Public Works Project Manager Wayne Mortimer

The official meeting was called to order at 5:02 p.m. by the Chair.

*The minutes were tabled until January 10, 2019 as a quorum from the previous November meeting was not present.*

A discussion was held on an inventory for historic artifacts. The HPC will work with the City of Chesapeake's high school social studies teachers. The HPC will draft a letter to the City Manager requesting all City of Chesapeake Departments provide an inventory of their historic artifacts. In this letter, the HPC will provide examples of historic artifacts and will offer assistance with cataloging and determining the cultural relevance of the artifacts. Once an inventory is created, the high schoolers will assist the HPC by writing a history and background for each artifact.

Ms. Baker reviewed a letter with the HPC that she received from the Virginia Department of Transportation in regards to the Section 106 National Historic Preservation Act process for the Bowers Hill Interchange.

A resolution was passed by City Council for the historic fort on Jolliff Road. The resolution will convey interest in a portion of land to the City Council to preserve the fort. The HPC discussed other forts, such as Fort Huger in Suffolk and Fort Darling near Richmond as examples of preservation of historic forts. The HPC would like to contact the Civil War Trails executive director, Drew Gruber, to discuss the Jolliff Road Fort.

Ms. McCambridge discussed the HPC's attendance policy. A commissioner is subject to removal by City Council if he or she misses 75% of all the HPC's meetings in a calendar year.

The Holiday Party will be postponed to the new year.

Mr. Schleeper updated the HPC on his research on a sign for Bear Quarter. He is still looking for a second quote for the cost of a sign as many of the local companies would not be able to produce the type of sign that he is requesting.

**With no further business to discuss, the meeting was adjourned at 6:10 PM.**