



## Historic Preservation Commission (HPC) Meeting Minutes April 25, 2019

Members Present: Patti McCambridge (Chair), Melissa Kemple (Vice Chair), Edd Conner, Venetta Stephens, Thomas Sledge, and David Schleeper

Staff/Others Present: Senior Planner Alexis Baker; and Assistant City Attorney Meredith Jacobi.

The official meeting was called to order at 5:05 p.m. by the Chair.

***Ms. Stephens made a motion to approve the March 13, 2018, minutes as written. Mr. Conner seconded the motion. The motion passed unanimously by voice vote.***

The Assistant City Attorney requested two items on the agenda be moved forward.

***Mr. Sledge made a motion to move items 3 and 7 to the top of the agenda. Mr. Conner seconded the motion. The motion passed unanimously by voice vote.***

Ms. Jacobi discussed the initiating resolution to eliminate an HPC position from the Chesapeake Historic and Architectural Review Board (HARB) in favor of a citizen member. The initiating resolution was continued on April 23<sup>rd</sup> for 60 days to June 25<sup>th</sup>. Ms. McCambridge explained that the composition of the HARB was based on the Certified Local Government (CLG) requirements. The idea was to create a board as qualified as possible in the instance that Chesapeake desired CLG status. Ms. McCambridge also addressed how three HPC members were previously on the HARB. The number of members were reduced to two HPC members by City Council after the HPC reviewed the Local Historic District Guidelines and related ordinances at the end of 2015 and the beginning of 2016. The current consensus at today's meeting is that the HPC should keep two members on the HARB for consistency and redundancy, particularly to assist with any future updates to the guidelines or to related ordinances addressing the local historic district or historic preservation initiatives. Mr. Conner mentioned the open position for an architect on the HPC. He would like the open position broadened to include home designers and other shelter industry professionals with experience in historic preservation.

Ms. Jacobi also mentioned that two positions on the HARB were filled at the April 23<sup>rd</sup> meeting. Mr. Conner filled the HPC position on the HARB while Tammi Amick filled the local historic district citizen position on the HARB.

Ms. Jacobi also spoke to the HPC about the South Norfolk Residential Rehabilitation Grant. This grant will be administered by the Chesapeake Land Bank Authority (CLBA) once they have hired staff. The grant will be open to residential property owners in the South Norfolk National Historic District. The grant will be income based and require applicants to obtain a certificate of appropriateness, even if the property is not in the local historic district. Ms. Baker added that a

financial hardship cannot be used when applying for grant funding, particularly the grant cannot be used to replace metal roofs with substitute materials such as asphalt shingles. Ms. Baker also explained that the CLBA received funding from City Council to make general acquisitions in South Norfolk and can potentially purchase vacant, abandoned, and tax delinquent properties in that target area. Additional funding was appropriated by City Council for the CLBA to purchase properties throughout the City that fulfill the mission of the land bank. The CLBA Board of Directors and Citizen Advisory Committee are currently working on their strategic plan to identify specific target areas to acquire future properties throughout the City.

Mr. Schleeper presented applications for the Moses Grandy and Bear Quarter signs. These signs will be designed, fabricated, and financed by Parks, Recreation and Tourism. After reviewing the initial design for the signs, the following motions were made.

***Ms. Stephens made a motion to approve the Moses Grandy sign. Mr. Conner seconded the motion. The motion passed unanimously by voice vote.***

**Mr. Schleeper made a motion to approve the Bear Quarter sign. Ms. Kemple seconded the motion. The motion passed unanimously by voice vote.**

Ms. McCambridge talked about National Preservation Month. The Norfolk (Tidewater) Coin and Relic Club will present on May 11<sup>th</sup> at 10 am at the Central Library. Ms. McCambridge gave invitations for the event to City Council and the City departments. WCTV 48 will film on that day, and both the HPC and City Facebook pages will announce the event. Ms. McCambridge asked if a mock-up of the Moses Grandy and Bear Quarter signs might be available for the event. Ms. Baker said she would check on this.

A proclamation was made by Mayor West for National Preservation Month on April 23<sup>rd</sup>. Ms. McCambridge spoke at the event on behalf of the HPC. Robert Hitchings represented the Norfolk County Historic Society and Marilee Peterson represented the Chesapeake Historic and Architectural Review Board for the proclamation.

Ms. McCambridge also spoke about the artifact inventory meeting on March 28<sup>th</sup>. The meeting was attended by several department heads and led by Deputy City Manager Bob Geiss. The purpose of the meeting was to discuss cultural and historic artifacts housed within City departments. The HPC will contact several departments to assist with the inventory. The HPC members will visit the departments, take pictures, and fill out an inventory form.

Ms. McCambridge and Ms. Stephens are continuing to communicate with the social studies superintendents for Chesapeake Public City Schools regarding a Chesapeake local historic studies curriculum. They will meet with the elementary school superintendent in the middle of May. Ms. McCambridge asked for images to present to the social studies teachers as professional images cannot be used due to copyright.

Ms. McCambridge discussed the Polish Festival in Sunray, April 26-28.

Ms. Baker presented a rezoning application. There was the presence of a circa 1870 house. It was not eligible for individual listing on the national register by the Department of Historic Resources. She will send information to the HPC via email and speak with the current planner assigned to this application for more information.

A request for comment was sent to the HPC for a monopole on Galberry Road. No historic surveys appeared to be present on the property. Ms. McCambridge will return the enclosed form to the independent contractor in charge of the project, indicating that the project "will not affect historic properties."

Ms. Baker requested assistance from the HPC for Census 2020. Since the HPC is working with the social studies superintendents and teachers to establish a local historic curriculum, Ms. Baker requested that the HPC ask on behalf of the Planning Department to include materials about Census 2020 to coincide with any discussion on the U.S. Census or Constitution.

**A motion to adjourn was made by Ms. Stephens. Ms. Kemple seconded the motion. The motion passed unanimously by voice vote.**

**The meeting was adjourned at 6:53PM.**