

**CITY OF VIRGINIA BEACH
HISTORICAL REVIEW BOARD
MEETING MINUTES**



**MONDAY, JANUARY 22, 2018
4:00 P.M.**

**MUNICIPAL CENTER, BUILDING 2
DEPARTMENT OF PLANNING AND COMMUNITY
DEVELOPMENT CONFERENCE ROOM, 1ST FLOOR**

Members Present

John Baillio, Debbie Bright – Chair, Lynn Carwell, Mary Ann Schmidt, and Walt Whitehurst

Members Absent

Kim Rizzo – Vice Chair, Damian Seitz, and Bill Walsh

City Staff Present

Jonathan Sanders, Planner; Mark Reed, Historic Preservation Planner; and Rich Dickson, Public Works

Others Present

Scott Crumley, Bob Randle, Jerry Smith, and Steve Snyder

1. Minutes from the November 15, 2017 meeting were reviewed. Schmidt moved to approve the minutes as presented, which was seconded by Carwell and passed unanimously, with those abstaining due to absence.
2. Certificate of Appropriateness Application #18-1 – Old Donation Episcopal Church Enlargement – 4449 North Witchduck Road – GPIN 1478634745 – Old Donation Episcopal Church Historic and Cultural District

Scott Crumley, the applicant's representative, presented the request for the expansion of the church's administration building and associated improvements.

A motion was made by Carwell to issue a Certificate of Appropriateness. The motion was seconded by Whitehurst and passed unanimously.

3. Certificate of Appropriateness Application #18-2 – City of Virginia Beach Building 21 Window Replacement – 2408 Courthouse Drive – GPIN 1494826658 – Courthouse Historic and Cultural District

Rich Dickson, presented the request to replace and repair windows in Building 21.

A motion was made by Baillio to issue a Certificate of Appropriateness. The motion was seconded by Schmidt and passed unanimously.

4. Certificate of Appropriateness Application #18-3 – Evergreen, LLC – Demolition & Proposed Wall/Fence – 296 Kings Grant Road – GPIN 1497156395 – Francis Land House Historic and Cultural District

Jerry Smith, the applicant's architect, presented the request for the expansion of the church's administration building.

A motion was made by Carwell to issue a Certificate of Appropriateness for the demolition request. The motion was seconded by Baillio and passed unanimously.

It was recommended that the applicant come back with proposed fencing/wall details at a later date once proposed plans are further developed.

5. Staff reminded Board members to submit their annual financial disclosure form to Staff or the City Clerk's Office.

This concluded the business of the Historical Review Board. The meeting was adjourned at 5:05pm.