

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



**WEDNESDAY, FEBRUARY 20, 2019  
3:00 P.M.**

**MUNICIPAL CENTER, BUILDING 2  
PLANNING & COMMUNITY DEVELOPMENT  
CONFERENCE ROOM**

Members Present

Debbie Bright – Chair, Josh Canada, Kim Rizzo – Vice Chair, Dick Poole, Mary Ann Schmidt and Damian Seitz

Members Absent

Steve McNaughton

City Staff Present

Jonathan Sanders, Planner

Others Present

Lynn Carwell

1. New Historical Review Board members were introduced.
2. The minutes from the December 19, 2018 meeting were reviewed. Ms. Rizzo moved to approve the minutes as presented. The motion was seconded by Mr. Poole. The minutes were approved.
3. The nomination and election of officers for 2019 was reviewed. Ms. Rizzo made a motion to elect Ms. Bright as chair, which was second by Mr. Seitz and passed unanimously. Mr. Seitz made a motion to elect Ms. Rizzo as vice-chair, which was seconded by Mr. Poole and passed unanimously.
4. Certificate of Appropriateness Application #19-1 - Adam Keeling House Garage/Guest House - 3157 Adam Keeling Road - GPIN 1499067456 - Adam Keeling House Historic and Cultural Overlay District

Mr. Sanders reviewed the application. Ms. Carwell presented details of the request and answered questions.

A motion was made by Mr. Seitz to issue a Certificate of Appropriateness for the renovations as presented and included in the staff report. The motion was seconded by Ms. Rizzo and passed unanimously.

5. Staff Update. Mr. Sanders discussed upcoming reviews anticipated for the Board. He discussed the Design Guidelines project and the future need for a member or two of the board to be part of a Committee for the creation and review of the Guidelines. The Board was reminded of the upcoming training opportunity in Smithfield this summer and to please register for the training.

This concluded the business of the Historical Review Board. The meeting was adjourned at 3:45 p.m.