Purpose: The purpose of the Commission is to advise the City Council and the Departments of Planning and Community Development and Museums on all issues related to the preservation historic buildings, structures and sites located in the City of Virginia Beach.

Mission: The mission of the Commission shall be to preserve, protect and maintain the historic identity of Virginia Beach and the former Princess Anne County through a program of advocacy and increased public awareness and involvement.

Welcome/Introductions/Remarks - Bill Gambrell
Bill Gambrell opened the meeting at 5:00 and welcomed everyone.

He said he had a conversation with the Asst. City Attorney. His message to us was that subcommittees of public groups that are comprised of two or three need to be advertised and held at public places. We may have to have a policeman at our meetings.

When the general public comes to our meetings they are allowed to come and they are allowed to bring firearms.

We have appointed a subcommittee for the Confederate Monuments. The meetings need to be publicized and open to the public.

The comment period from the public should limit it to three minutes.

Mark Reed will publicize all meetings. He will need to know more than 72 hours in advance.

Presentation on Cavalier Shores PIF - Mark Reed
Rob Taylor has been working on the Cavalier Shores PIF for us. Rob Taylor works for Dutton + Associates, LLC.

Introduction: Dutton + Associates specializes in Cultural Resource Survey, Planning and Management. They are a small company that features an interdisciplinary team with an Integrated and Holistic Approach to cultural resource management. They work closely with Clients, Property Owners, and Review Agencies.
Historic District Experience: have worked with historic district surveys and National Register nominations for historic districts and related properties in Virginia

Working on now: Completion of NRHP - Preliminary Information Form (PIF)
The typical process in Virginia to achieve NRHP listing involves two steps:
  Preparation of a Preliminary Information Form
  Presentation of the Form for review

PIF
  Provide sufficient information for Virginia Department of Historic Resources (DHR) and State Review Board (SRB) to judge if a property or proposed historic district warrants more detailed investigation and nomination:
    Reviewed by DHR’s internal Register Evaluation Team
    Forwarded to SRB with staff recommendation

Methodology
  Background research
  Field Investigations
  District Analysis

Background Research
  DHR Search
  Municipal Search
  Archives Search

Field Investigations
  Inspection of Existing Conditions
  Development/Architectural Characterization
  Assessment of Integrity
  Photo Documentation
  Mapping

District Analysis

Cavalier Shores Historic District
  North End Residential Area
  Just North of Cavalier Hotel

Architecture
  Single family Homes
  Suburban style lots
  Planned Neighborhood Layout with Central Promenade
  Twentieth Century Architectural Styles

History
  Created 1927
  Administered and sponsored by Cavalier Hotel
  Amenities - offered sewer and power lines & amenities with the Cavalier Hotel
    Suburban
    Recreational

Development was quick until the depression
Resumed in Mid-Twentieth Century
Remained a distinct and cohesive neighborhood

Recommendations:
Local level of significance
NRHP Criterion A and C (areas of significance in broad patterns of history)
Areas of significance:
  Architecture, Landscape Design and Community Planning and Development
Period of Significance 1927 - 1968

Next Steps:
  DHR Evaluation Team proposed is eligible for listing on the VLR and the NRHP in 08/17
  Next step: Present to State Review Board at its December 2017
  Proceed to National Register Nomination

Approval of September 6, 2017 Minutes - Bobbie Gribble
  Bernice Pope made a motion to approve the minutes
  Sharon Felton seconded the motion
  The motion was unanimously approved.

Princess Anne County Confederate Monument - Bill Gambrell
Public Comment - September 6
Sub-Committee

Bill Gambrell thanked Commission members for coming to the September 6 meeting. He said he believes the Commission served the public and was respectful.

At the September Executive Board Meeting, Bill Gambrell asked Jimmy Wood and Sharon Felton to form a subcommittee to explore the comments and lead the discussion.

Jimmy Wood and Sharon Felton will confer with Bill Gambrell and Mark Reed about the make-up of this subcommittee. The Mayor asked that this include members of the Human Rights Commission. This subcommittee will be diverse in age, sex, representation from all viewpoints.

Rosemary Wilson suggested that the speakers from the open forum in September be also considered for this subcommittee.

Bill Gambrell suggested Bobby Melatti be considered.

Bill Gambrell said it is such an important meeting.

Election of Nominating Committee
Mark Reed: the Nominating Committee has to be elected. Bill Gambrell suggested Bernice Pope as Chair.

Mac Rawls, Diane Horsley and Glenn Carwell were asked and said yes to being on the Nominating Committee

Jimmy Wood made the motion to approve the Nominating Committee (Bernice Pope (Chair), Mac Rawls, Diane Horsley, and Glenn Carwell).
Sharon Felton seconded the motion
The motion passed unanimously

**Committee Reports**

**Cape Henry Historic Site** - Mac Rawls

- The committee will take a field trip to visit other lighthouses in NC.
- They are also looking at opening the ‘new lighthouse’ on Ft. Story

- Everyone on the Commission will be invited on the field trip. Mac will send out an invitation once the date is set.

**Princess Anne Courthouse** - Glenn Carwell

- Courthouse Village & Municipal Center Historic District was placed on the Virginia Landmarks Register by the SRB on September 21

- Glenn Carwell and Diane Horsley have been working on this for five years.

**Student Leaders** - Sharon Felton

- We have opened our Commission to all the schools in the area. Sharon is honored to be working with Sean Diment and Madeleine Penree as the Student members

- Sean Diment: how to get young people to be more interested in historic preservation.
  - A key point is to provide more volunteer opportunities for students and post them. It all comes down to publicity. If we build the infrastructure to get volunteers we will increase awareness and get more volunteers to come.

- Diane Horsley: if we have a Senior and a Junior each year. The Senior will rotate Off at the end of their turn and the Junior will continue and serve an additional turn during their Senior year and one more student (a Junior) will added.

- Sharon Felton: Create Ambassadors with the other students who applied be put on a Committee. These Ambassadors will go out into the community.

- Rosemary Wilson: We should do brainstorming about opportunities.

**Threatened Buildings & Sites** - Jennifer Estes

- Bill Gambrell: so much work for Threatened Buildings will require staff to do the heavy lifting.

- Jennifer Estes: The goal is to put together a good list of threatened properties.
  - Jennifer is hoping those who have worked in the past with buyers, sellers etc. and let this subcommittee know what strategies worked and did not work, please share it with her.

- If there is a city organization staff member who has dealt with these projects, could you please share.

- If anyone is interested participating on the committee, please let me know.
The first step will be to compile a list of Threatened buildings, structures and sites, then developing priorities and strategies for addressing the issues.

**Project Updates** - Mark Reed

**Cape Henry Lighthouse Project**

We got a 4th grant to move this project forward. Despite attempts to move this project forward, however the Property Owner Preservation Virginia said that April and May are very high revenue months. The goal has always been October through March. This is not going to happen. At this point we are looking at October 2018. In April we will look at a revised construction estimate from our engineer.

$800,000 plus nonstructural engineering of $22,000. The delay may push us over the $881,865 that has been allotted.

**Oceana Neighborhood Historic District National Register Designation**

On September 18, 2017, the National Park Service placed the Oceana Neighborhood Historic District on the National Register of Historic Places. The Press Release went out today.

The other two Historic Districts are Camp Pendleton and First Landing State Park.

How do we indicate it is a Historic District? On street signs. Other options will be explored.

**FY16 Research Grant Projects**

Nearly all of the FY16 research grant projects are completed and approved. The most recent to be completed is the History of African-American Communities in Princess Anne County/Virginia Beach. The research turned out very well. Mark passed a copy around.

Mark Reed has shared with the Central Library and he is working on creating a web page on the City Web Page.

$10,000 for grants went a long way:

- Two historic markers – Col. John Thorowgood, Jr. and Cape Henry Railroad Interpretive Sign Panel at Search and Rescue Museum
- Curriculum development for local history in the elementary levels in local schools
- Research Papers on African-American Communities and on the Seatack Community

**FY17 Research Grant Projects**

- Seaview Beach and Amusement Park - https://seaviewbeach.wordpress.com/
  This report has been completed and accepted. This paper and website will be shared with the Central Library.

- Skirmish at Kemps’s Landing - Historical Marker - text
  Chris Pieczynski has completed his research on the 1775 skirmish at Kemps’s Landing and has drafted text for the proposed state historical highway marker. He has met with HK-CAC Historic Trail sub-committee and they had no concerns about the draft text. The draft text appears below. His presentation to the Commission is the last step before he submits the marker application.
Proposed Text of Historic Marker
Skirmish at Kemp’s Landing

On 16 Nov. 1775, Lord Dunmore, colonial Governor of Virginia, landed an armed force along the Elizabeth River to disrupt Princess Anne Militia forces gathering at Kemps’s Landing. Waiting in the woods to ambush the British, the inexperienced militia fired too early. Heavy return fire from the British scattered the militia and killed five including John Ackiss, the Revolution’s first death in Virginia. The British took 15 prisoners including militia commanders Joseph Hutchins and Anthony Lawson. From the home of George Logan, Dunmore issued his proclamation of martial law and freedom to slaves willing to fight for the king. This was Dunmore’s only victory in Virginia.

Glenn Carwell made the motion that the wording be approved and submitted for the Historic Marker.
Seconded Harriet
The motion was unanimously approved.

Old Business: The Virginia Preservation Conference is on Friday. Today is the last day to register.

New Business: No New Business.

Adjournment: Diane Horsley made a motion to adjourn. Glenn Carwell seconded. It was unanimously approved.

The meeting closed at 6:10.

Next Meeting, Wednesday, November 1, 2017, 5:00 pm, Towne Bank Building, Suite 500