

MINUTES
KING WILLIAM COUNTY
HISTORICAL ARCHITECTURAL PRESERVATION REVIEW BOARD
REGULAR MEETING December 6, 2023

At a regular meeting of the Historical Architectural Preservation Review Board, held on December 6, 2023 at 4:00pm in person and on zoom, the meeting was called to order with the following members:

Present:

Carl Fischer

Robert Hubbard

John Freimarck

David Brown

William Hodges

John Freimarck

Staff Present:

Christina Grover

Agenda Item 3. Adoption of Agenda

President Fischer requested a motion to adopt the agenda. Mr. Hubbard made a motion, and the motion was seconded by Mr. Freimarck.

The vote was unanimous on this motion.

Agenda Item 4. Approval of Minutes for September 6, 2023 Meeting

President Fischer requested a motion to approve the September 6, 2023 meeting minutes. Mr. Hubbard made a motion, and the motion was seconded by Mr. Hodges to approve the minutes.

The vote was unanimous on this motion.

Agenda Item 5-Public Comment Period

The President opened the floor for public comments.

There being no one in person or via Zoom to speak, the Public Comment Period was closed.

Agenda Item 6a. Other unfinished business-Finalization of form letter to homeowners for information on listing properties in the Virginia & National Register

Reviewed the final version of the form letter that will be sent out to potentially eligible homeowners notifying them on the process of listing their properties and the available assistance from the local Historical Board. No further changes were made.

President Fischer requested a motion to approve the letter. Mr. Hodges made a motion, and the motion was seconded by Mr. Hubbard.

The vote was unanimous on this motion.

Agenda Item 6b. Other unfinished business-Finalization of When/Whom will receive the informational letters regarding listing properties in the Virginia/National Register.

The Board decided to send the letters to resources deemed eligible and potentially eligible by VDHR/NRHP. There are 18 properties. Discussed whether Mr. Fischer should sign the letter but decided that because the letter was coming directly from the county that the President did not need to sign.

Any responses received from the letters will be emailed to all members of the Board. At that time, it will be determined who will contact and assist the owner of the resource.

Agenda Item 6c Other unfinished business-Nomination for new member

Ms. Grover informed the Board that Steve Hudgins has submitted his resignation which leaves a vacancy. The Board of Supervisors must appoint a new member which the Historic Board can recommend. In order to keep the certified local government status, the oncoming member will need to have similar credentials (Architectural background) to those of Mr. Hudgins. The Historic Board indicated that Carl Lounsbury is interested in the position and meets those credentials. President Fischer requested a motion to nominate Mr. Lounsbury. Mr. Brown made a motion, and the motion was seconded by Mr. Hodges.

The vote was unanimous on this motion. Mr. Lounsbury will be required to fill out the application for a Board vacancy. The Board of Supervisors will then vote on the nomination.

Agenda Item 6d Other unfinished business-Update on jail repairs.

The repairs to the jail have been completed. Mr. Hudgins had also requested a quote on pointing the bricks however that came in at \$99,000. That work will not be completed at this time.

Agenda Item 7 New Business- Annual Certified Local Government report discussion.

All certified local governments are required to complete an annual report to the Virginia Department of Historic Resources. The Board discussed the components of the reports and then determined that staff should contact VDHR to determine the following:

1. King William received certification in August 2023 so will they be required to complete the report?
2. If yes, what is the reporting period? Is it the entire year or the time that you become certified through the end of the year.

Note: Staff contacted VDHR and was informed that King William will not be required to submit an annual report this year. Any changes to Board members, ordinance revisions, policies or procedures will need to be reported.

January Meeting Information

The January meeting will be the organizational meeting. This will consist of election of officers and setting the meeting dates for 2024. Staff will look at available dates and present them at the meeting.

Agenda Item 8. Adjournment at 4:52 p.m.

President Fischer requested a motion to adjourn the meeting. Mr. Friemark made a motion, and the motion was seconded by Mr. Hodges to adjourn the meeting. The meeting was adjourned.

Christina Grover, Planning Dept.