

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

At a regular meeting of the Historical Architectural Preservation Review Board, held on September 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

Steve Hudgins, Deputy County Administrator

Staff Present:

Christina Grover

Agenda Item 3. Adoption of Agenda

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

The vote was unanimous on this motion.

Agenda Item 4. Approval of Minutes for May 23, 2023 Meeting

President Fischer requested a motion to approve the March 23, 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.

Update on Certified Local Government status

The National Park Service officially awarded the King William County Historical Architectural Review Board the status of a certified local government on August 15, 2023. Congratulations to the Board on earning this distinction.

Agenda Item 6a. Other Unfinished Business. Brochure for listing properties in the state & national register

Reviewed the final version of the brochure titled “Registering historical property in the Virginia & National Register through the Virginia Department of Historic Resources. No further changes were made.

Agenda Item 6b Other Unfinished Business. Review and finalization of proposed letter to homeowners regarding information on registering properties.

The Board proposed to amend the letter to indicate the purpose of the Historic board and additional information on the board. Grammatical edits were recommended in addition to including a contact individual for the Historic Board. Once revisions are made the letter will be sent to all Board members for review prior to the next meeting.

Agenda Item 7a New business. Discussion of RFP proposal on Courthouse Complex project

President Carl Fischer informed the Board that he requested a copy of the proposal be sent out to all board members because they would be involved in reviewing the design elements of the project because it is located in the historic district. President Fischer asked Mr. Hudgins, Deputy County Administrator for an update on the project. Mr. Hudgins indicated that RFP had been sent out for bids for the architectural design of the building. At this time the project has been postponed.

Agenda Item 7b New business. Steps forward now that the Board has received Certified Local Government Status.

Grant-Discussed that because the Board now has the Certified local government affiliation, we are receiving information regarding available grants that the Board/County can apply for regarding historical sites. The Department of Historic Resources provided information on the Commonwealth History Fund which was distributed to board members prior to the meeting. The deadline for applications was September 30th therefore the board didn’t feel that there is sufficient time to apply for this grant. Information on the grant can be found at <https://virginiahistory.org/commonwealth-history-fund>.

Board member nomination-Mr. Hudgins has served on the Board due to his architectural background. He will be stepping away from his role in the near future therefore the Board will need to begin looking at a potential replacement. DHR has confirmed that it does not need to be a resident of King William if the Board is unable to fulfil the role with someone that has the required experience/education in the county. The Board discussed potential candidates.

Secretary of Interior Standard for Historic Properties-The Department of Historic Resources identified that decisions by the Board need to be based on the Secretary of Interior’s standards. Information on those standards was supplied to the Board.

Agenda Item 7c Update on Jail repair-Steve Hudgins, Deputy County Administrator.

Mr. Hudgins, Deputy County Administrator indicated that the contractor has begun work on the jail chimney repairs. He has been working with them to make sure they are matching the bricks to the existing building as much as possible.

Update from Mr. Brown-Courthouse Preliminary Evaluation

The Fairfield Foundation has submitted the Courthouse complex for a preliminary evaluation determination to the Virginia Department of Historic Resources to potentially register the site on the Virginia Landmarks Register and the National Register of Historic Places.

Agenda Item 8. Adjournment at 5:03 p.m.

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

Christina Grover, Planning Dept.