

**MINUTES
KING WILLIAM COUNTY
HISTORICAL ARCHITECTURAL PRESERVATION REVIEW BOARD
WORK SESSION MEETING 10/11/2022**

At a regular meeting of the Historical Architectural Preservation Review Board, held on October 11, 2022 at 4:00pm in person, the meeting was called to order with the following members:

Present:

Carl Fischer

Robert Hubbard

William Hodges

John Freimarck

David Brown

Staff Present:

Steve Hudgins, Deputy County Administrator

Christina Grover

Agenda Item 3. Approval of Minutes for June 30, 2022 Meeting

Chairman Fischer requested a motion to approve the June 30, 2022 meeting minutes. Mr. Brown made a motion, and the motion was seconded by Mr. Hudgins to approve the minutes with a correction change verbiage noted in the minutes from Chair to President.

The vote was unanimous on this motion.

DHR has reviewed the submittal by King William County for Certified Local Government Status. DHR has now submitted the checklist back on items that are required for the submittal. The Board has been provided information on the details and requirements on what is needed for the next submittal.

Agenda Item 4a. Possible Ordinance Revisions

The Board reviewed how another locality currently handles violation within the historic district. Mr. Fischer discussed the possibility of the Board making a phone call to the property owner and following up with a letter if the matter isn't resolved. The Board discussed sending a 30 day notice of violation. Staff indicated that they would check into the verbiage and how other

localities are handling the matter. As a follow-up to this matter, the County Code provides for enforcement under:

Division 6 Sec 86-53 “Violation and Penalties”

“It shall be the duty of the Zoning Administrator, or authorized representative of King William County to enforce the provisions of this ordinance and to refuse to issue any permit for any building or for the use of any premises which would violate any of the provisions of this ordinance. It shall also be the duty of all officers and employees of the County to assist the enforcing officer by reporting any seeming violation in new construction, reconstruction, or land uses. The Zoning Administrator is authorized and directed to institute any appropriate action to put an end to such violation.”

Because the “Historic Preservation Overlay District” is a zoning district it is governed by the zoning ordinance and thus by the Zoning Administrator. No ordinance revision is required.

Agenda Item 4c. Local Survey Efforts Review

Did not address at meeting due to time constraints.

Bylaw Changes to address additional recommendations by DHR

See the attached recommended updated bylaws. Changes/additions are notated in red. The bylaws will be submitted to the Board of Supervisors for review/approval at their regular meeting on November 7, 2022.

A motion was made by Mr. Brown and seconded by Mr. Hudgins. The vote was unanimous on this motion.

Agenda Item 4e. Conflict of Interest Policy

A conflict of interest policy is a requirement for each Board member to sign as part of Certified Local Government Status. The Board was provided a sample copy of the Virginia Department of Historic Resources policy. A discussion took place that it was more directed towards their organization. Mr. Brown offered to provide a copy of what the Historic Society had just implemented. Staff then will work on merging the two documents into one that fits the Historical Board and send it out to the Board for review.

Agenda Item 11. Adjournment

The meeting was adjourned.

Christina Grover, Planning Dept.