

MINUTES
KING WILLIAM COUNTY
HISTORICAL ARCHITECTURAL PRESERVATION REVIEW BOARD
WORK SESSION MEETING 3/16/2022

At a regular meeting of the Historical Architectural Preservation Review Board, held on March 16, 2022 at 4:00pm in person, the meeting was called to order with the following members:

Present:

Carl Fischer

Robert Hubbard

John Freimarck

David Brown

Bill Hodges

Staff Present:

Percy Ashcraft, County Administrator

Christina Grover

Agenda Item 3. Approval of Minutes for October 26, 2021 Meeting

Chairman Fischer requested a motion to approve the October 26, 2021 meeting minutes. Mr. Brown made a motion, and the motion was seconded by Mr. Hubbard to approve the minutes.

The vote was unanimous on this motion.

Agenda Item 4. Election of Officers

No action taken

Agenda Item 5. Unfinished Business-Administrative Review & Certificate of Appropriateness form

1. Agreed to an administrative review approval process for certain items that would be reviewed by staff instead of the need for applicants to bring applications before the board. Need to finalize which items can be reviewed by staff.
2. Reviewed the updated status of the certificate of appropriateness form and discussed what additional items to include. Discussed again that earlier the board had agreed there would be no charge for applications therefore Part II will reflect no application fee. Also determined that the COA form can be used to determine if the review is an administrative review or needs to go to the Board. A finalized product of the form will be presented at the next meeting.

Approval of contents of COA Form

Chairman Fischer requested a motion to approve the contents of the COA form. Mr. Hubbard made a motion, and the motion was seconded by Mr. Hodges to approve the contents of the form.

Agenda Item 6. HPARB Handbook

1. Reviewed final changes to the handbook and retrieved all handbooks back from the Board members to make those changes.

Agenda Item 7. Obtaining Certified Local Government Status

1. Chairman Fischer updated the Board that he was working with the Deputy Clerk to obtain a letter of support from the Board of Supervisors.
2. Chairman Fischer also indicated that the Board should have an individual with an architectural background because that is part of the review process for obtaining the CLG designation.
3. Chairman Fischer indicated that the files can be uploaded electronically for the CLG so Christina will upload those and he will get the information on where that needs to be sent to.

Agenda Item 8. New Business- Application for New Single Family Dwelling Tax Map 37-76C

1. The Board reviewed an application to construct a new SFD on a vacant parcel located at tax map 37-76C. Applicant supplied elevation views, and architectural information regarding the structure. The Board voted on whether to allow the construction of the project.

Approval of a proposed New SFD

Chairman Fischer requested a motion to consider the proposed SFD. Mr. Brown made a motion to approve the proposed New SFD as shown on the application with the option to allow the applicant to select one of the two colors they proposed for the shutters and the motion was seconded by Mr. Freimarck.

Agenda Item 9. Demo Prototype of The New County Historic Map-Mr. Hubbard

1. Mr. Hubbard has been working with the Timmons group to develop layers in GIS to show the historic district, and individual historic properties. It provides very detailed information and images on each historic property. Mr. Hubbard demonstrated the capabilities to the Board.

Agenda Item 10. Review of DHR Files-Mr. Brown

1. **Due to time constraints Mr. Brown was not able to go into detail about the individual properties that he had pulled information on. He explained the difference in the**

categories for the properties and how to relate to rating the parcels. In future meetings the Board will be reviewing the properties for possible entries into the historic district.

Agenda Item 11. Adjournment

The meeting was adjourned.

Christina Grover, Planning Dept.