



**MINUTES OF THE  
HISTORICAL AFFAIRS AND LANDMARK REVIEW BOARD**

**Wednesday, January 18, 2023, 6:30 PM**

*This was a hybrid public meeting held both in person and through electronic communication means.*

**MEMBERS PRESENT:** John Aiken, Vice Chair  
Omari Davis, Chair  
Gerald Laporte  
Joan Lawrence  
Robert Meden  
Kaydee Myers  
Andrew Wenchel (arrived at 6:37 PM)  
Richard Woodruff

**MEMBERS PARTICIPATING VIRTUALLY:**  
Robert Dudka (personal/medical, Arlington County, VA)  
Carmela Hamm (personal/medical, Henrico County, VA)  
Rebecca Meyer (personal/medical, Arlington County, VA)

**MEMBERS EXCUSED:** Alexandra Foster  
Mark Turnbull

**STAFF PRESENT:** Cynthia Liccese-Torres, Historic Preservation Program Manager  
Lorin Farris, Historic Preservation Planner  
Serena Bolliger, Historic Preservation Planner  
Mical Tawney, Historic Preservation Specialist

**CALL TO ORDER & ROLL CALL**

The Chair called the meeting to order. Ms. Liccese-Torres called the roll and determined there was a quorum.

**EXPLANATION OF PUBLIC HEARING PROCEDURES**

The Chair explained the in-person and electronic Historical Affairs and Landmark Review Board (HALRB) public hearing procedures. Mr. Davis described the logistics of participating virtually in the hybrid meeting via the Microsoft Teams platform and/or the call-in number.

**APPROVAL OF DECEMBER 2022, DRAFT MEETING MINUTES**

The Chair asked for comments or amendments on the draft minutes for the December 21, 2022, meeting. Mr. Laporte noted on page 5 that he had not made a comment suggesting that the new historic preservation fund might be used for a preservation advocacy organization. Mr. Woodruff said he had made that comment and that it had been a question rather than a statement. Ms. Bolliger agreed to amend the minutes accordingly. Mr. Meden moved to approve the minutes as amended and Mr. Woodruff

seconded the motion. Ms. Liccese-Torres called the roll and the motion passed 6-0-3 (Mr. Wenchel had not yet arrived; Ms. Hamm was inaudible; and Mr. Aiken, Mr. Dudka, and Ms. Meyer abstained.)

**PUBLIC HEARING FOR CERTIFICATES OF APPROPRIATENESS (CoAs)  
CONSENT AGENDA**

- 1)      Catie Cannon  
          249 N. Glebe Rd., CoA 23-01  
          Buckingham Local Historic District  
          Request to install a new sign for the Urgent Animal Care of Arlington.

The Chair asked for any concerns or questions about the consent agenda. Upon hearing none, Mr. Meden moved to approve the consent agenda and Mr. Woodruff seconded the motion. Ms. Liccese-Torres called the roll and the motion passed 10-0 (Ms. Hamm was inaudible).

**REPORTS OF THE CHAIR AND STAFF**

**Chair’s Report**

The Chair reported on a recent meeting of commission chairs with the County Manager about the upcoming budget. He recommended that the commissioners read more about the proposed budget when the draft is made available to the public [later in the winter].

**Staff and Other Reports**

Ms. Liccese-Torres informed the Board that the new Historic Preservation Fund mentioned at last month’s meeting officially opened for applications this week. She said information about the fund is available in five languages and that the application period will end April 28<sup>th</sup>, 2023. She asked the members to share information about the fund with the public and invited questions from the Board.

Ms. Lawrence asked if the money would roll over to the next [budget] year if there were not enough projects to support in the first funding cycle. Ms. Liccese-Torres explained that it was her understanding that the funds were available until expended, whether that happened in one or more application cycles. Mr. Woodruff asked who would make the final decisions about which applications would receive grants. Ms. Liccese-Torres explained that an interdisciplinary staff team of approximately 5 people will evaluate and score the applications. Ms. Lawrence asked if the funding was a one-time sum or whether it would be replenished. Ms. Farris replied that staff was not sure whether it would be replenished, but staff will be collecting data on both public interest and the types of applications. Mr. Laporte asked if the staff team would present grant recommendations to the County Board or whether the team would make final decisions about the grants. Ms. Liccese-Torres responded that the staff team would make the final decisions about the grant awards as designees of the County Manager and would report to the County Board and County Manager annually.

Ms. Bolliger thanked the commissioners who had submitted their continuing education credit information and reminded the members to submit their financial disclosure forms before the deadline.

Ms. Liccese-Torres polled the commissioners for their in-person availability for the February 15, 2023, HALRB meeting.

The Chair adjourned the meeting at 6:48 PM.