



## Historic Review Board Minutes for February 20, 2023

**PRESENTED ON: March 20, 2023**

**LOCATION: Town Council Chambers**

Historic Review Board Members	Present?
Erica Galloway – Vice-Chairperson	<input checked="" type="checkbox"/>
Terry Mullins (by phone/Zoom)	<input checked="" type="checkbox"/>
Susan Reeves – Secretary	<input checked="" type="checkbox"/>
Joe Beasley - Councilmember	<input checked="" type="checkbox"/>
	<input type="checkbox"/>
Invited/Special Guests: Luke Allison was present via Zoom.	

Motion to Approve Minutes as submitted by HRB Secretary Susan Reeves	
Made by HRB Member Name	Terry Mullins
Seconded by HRB Member Name	Erica Galloway
Final vote	Unanimous in favor of approving the minutes as submitted.

### Agenda Items and Comments:

Erica Galloway called the meeting to order at 6:07 p.m.

A review was held of the Certificate of Appropriateness application for Luke Allison of TazeMoto, LLC for 320 Main Street. Luke participated in the discussion via Zoom. He explained that he has received approval from Virginia's Department of Historic Resources for his project with caveats that included exposed brick requirements and some drywall changes. The project will take 12-14 months once started. He anticipates the commercial space will be open sooner, possibly 2023. HRB voted unanimously, minus Susan Reeves who recused herself from voting due to a conflict of interest, to approve this COA application contingent on Luke sending a copy of the amended changes that were approved by DHR.

A review was held of the COA application for Mason Dixon Brothers, LLC. for 113 Fincastle Turnpike. Drawings of the intended changes were submitted for review with the application. HRB voted unanimously to approve the door and window modifications outlined in the drawings. There were additional questions that Susan will send to Town of Tazewell Zoning Administrator Chris Hurley regarding any changes they might make to the stoop and garage. Additionally, Planning Commission may need to review their signage to ensure that it meets the current zoning requirements.

Nominees were discussed for the HRB vacancy. A candidate and backup candidate were nominated and HRB voted unanimously to approve them. Terry Mullins will contact the first candidate and let HRB know of his interest. If none, the second candidate will be contacted. Due to recent changes of the HRB members, a new Chairperson was needed. Erica was nominated as Chairperson and with Erica moving from Vice-Chairperson to Chairperson, a Vice-Chairperson was now needed. Joe was nominated as Vice-Chairperson and both changes were unanimously approved.

Susan Reeves discussed the current list of webinars available from Preservation Virginia's "Preservation Academy" series, which are held in conjunction with Virginia's Department of Historic Resources. The webinars cover many topics important to historic review boards and preservationists. Susan attended their webinar regarding Historic Marker Programs recently. Due to the 18-month backlog at DHR for review of historic marker applications, DHR is now actively encouraging municipalities, HRB's, and Historical Society's to develop their own historic marker program. The webinar covered this process at a high level and included guest speakers who are working toward this goal. Susan will gather more information on this program development to share with HRB.

The meeting was adjourned at 7:24 p.m.

Action Items for Next Meeting	Assigned to HRB Members
Update Zoning Admin Chris Hurley on COA applications reviewed at this meeting	Susan Reeves
Ask Zoning Admin Chris Hurley to send signage requirements to Luke Allison	Susan Reeves
Reach out to the potential HRB nominee to confirm interest	Terry Mullins
Get more information about the process for developing local historic marker program	Susan Reeves



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**Motion:** to approve Luke Allison's COA application for Tazemoto, LLC for the property located at 320 Main Street., contingent on Luke sending a copy of the amended changes that were approved by DHR.

Made by HRB Member Name	Joe Beasley
Seconded by HRB Member Name	Terry Mullins
Under agenda item	
Final vote	Unanimous in favor

Discussion: Susan Reeves recused herself from this vote due to a conflict of interest as she is related to Luke Allison.

**Motion:** to approve Mason Dixon Brothers, LLC.'s COA application for the property located at 113 Fincastle Turnpike regarding the proposed changes to the windows and doors.

Made by HRB Member Name	Joe Beasley
Seconded by HRB Member Name	Susan Reeves
Under agenda item	
Final vote	Unanimous in favor

Discussion:

**Motion:** motion to recommend that Town of Tazewell Zoning Administrator Chris Hurley review the COA application from Mason Dixon Brothers, LLC., regarding the signage, to determine if any approval is needed by him or possibly Planning Commission for the signage.

Made by HRB Member Name	Susan Reeves
Seconded by HRB Member Name	Terry Mullins
Under agenda item	
Final vote	Unanimous in favor

Discussion:

**Motion:** nominated a candidate for the HRB vacancy and a backup candidate, contingent on their interest in the position and a possible conflict of interest for one of the nominees.

Made by HRB Member Name	Susan Reeves
Seconded by HRB Member Name	Joe Beasley
Under agenda item	
Final vote	Unanimous in favor

Discussion: Names are redacted from this discussion until the nominee is presented to Town Council for their approval.



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**Motion:** nominated Erica as Chairperson and Joe as Vice-Chairperson

Made by HRB Member Name	Terry Mullins
Seconded by HRB Member Name	Susan Reeves
Under agenda item	
Final vote	Unanimous in favor

Discussion:

<b>Motion to Adjourn</b>	<b>HRB Member Name</b>
Made by HRB Member Name	Susan Reeves
Seconded by HRB Member Name	Joe Beasley
Final vote	Unanimous in favor
Time of adjournment	7:24 p.m.