

**Minutes of the  
Fort Monroe Federal Area Development Authority  
Historic Preservation Advisory Group Meeting  
March 7, 2008  
10:00 A.M. – 2:00 P.M.  
Recreation Center Conference Room  
Fort Monroe, Virginia**

**Attendees:** Jeanne Zeidler, Kathleen Kilpatrick, Bill Armbruster (staff), Conover Hunt (staff), Victor Dover (Dover Kohl), Amy Groves (Dover Kohl), and David Dutton (Dutton + Associates).

**Absent:** Mary Means, Eleanor Krause, Rob Nieweg, John Munick, Laurennett Lee, Alisa Bailey, and Keith Cannady.

**Programmatic Agreement**

The meeting was called to order by Mr. Armbruster at 10:15 A.M. Following introductions, Mr. Armbruster asked Mr. Dutton to update the group on the Programmatic Agreement (PA). Mr. Dutton briefly reviewed the process, participants, and schedule for development of the PA. Ms. Kilpatrick pointed out that the PA is a document in progress and that there are areas still in need of refinement. She indicated that the version of the PA handed out reflects the most recent work of her staff and has not been reviewed by other parties.

Mr. Dutton walked the parties through the PA draft and highlighted key provisions of the document. During the discussion of the viewshed study stipulation, it was noted that viewshed refers to historically significant viewsheds and that this information would be used to inform the Design Standards to be developed by the FMFADA Historic Preservation Advisory Group (HPAG). Ms. Hunt recommended that the FMFADA be included in the review of the scopes of work for the viewshed and cultural landscape studies ensuring the exchange of information.

During the discussion of stipulations addressing the transfer, sale, or lease of property out of Commonwealth ownership, Ms. Hunt asked who would hold easements placed on historic property. Ms. Kilpatrick indicated that this particular issue had not been discussed in detail but it would likely be the Virginia Department of Historic Resources who would hold the historic preservation easements.

After reviewing stipulation language for educational program development, Ms. Hunt indicated she would draft language and submit to the PA subcommittee for consideration. Mr. Dutton stated that the PA subcommittee is working on revisions to the PA that will more closely align education and interpretive stipulations for the Army with those of the FMFADA in an effort to create synergies and efficiencies.

During discussion of the PA's continuing review process stipulations, Mr. Armbruster asked who would supervise the new Fort Monroe Historic Preservation Officer (FMHPO)

position. Ms. Kilpatrick replied that a decision had not been made or even discussed but that the position was envisioned as a “boots on the ground” position stationed at Fort Monroe. Mr. Armbruster suggested that having the position report to two entities might be the way to go and that similar arrangements are common in the military.

Additional discussion of the PA focused on the role of the consulting parties as review entities after the agreement was signed. Mr. Armbruster expressed caution that we not develop a review process that could bog down proposed projects and in effect grind reuse of Fort Monroe to a halt. Ms. Kilpatrick indicated that this particular section of the PA was still being worked on and that this concern would be taken into account.

### **Design Standards**

Ms. Hunt updated the group on efforts to secure consultants to develop the Historic Preservation Design Guidelines (Design Guidelines). She distributed a corporate qualifications statement from Hanbury Evans, Wright Vlatis who worked previously with Dover Kohl on architectural aspects of the reuse plan. She indicated that the FMFADA would like to solicit a proposal from HEWV to assist the group with preparation of the Design Guidelines.

Ms. Hunt further explained that the Design Guidelines will be developed concurrently with the viewshed and cultural landscape studies and would take into account the findings of these studies as they became available. She stated that the short term goal is to have a detailed outline of the Design Guidelines completed at the time the revised reuse plan is submitted to the FMFADA for approval. Members of the group expressed agreement with the approach.

### **Reuse Plan**

Victor Dover introduced Amy Groves as the new Dover Kohl project manager, taking over the role of Margaret Flippen who is relocating out of the country. Ms. Groves has been working on the project for several months and is up-to-date on all aspects of the project. Mr. Dover briefed the group on progress in revising the reuse plan. He stated that the five planning essentials articulated in the first plan were still viable and had been adopted by FMFADA for the revised plan. Mr. Dover said that for the revised reuse plan, the emphasis will be on developing and presenting a “bubble” plan to HUD for the Homeless submission. Detail, however, would be available for those of the FMFADA or public who request further explanation of proposed uses in various areas. Mr. Dover gave examples of this approach such as the northern road connection to Fort Monroe. The revised reuse plan will acknowledge that there will be a northern connection but not pick a particular option. In addition, detail on amenities such as trail connections from parking areas to beaches and boat launches will be available but not illustrated on the revised reuse plan.

Mr. Dover pointed out that based on previous conversations with members of the group they were paying particular attention to issues such as transitions between zones, location and scale of parking facilities, and building setbacks. Ms. Kilpatrick pointed out that the

parking solution at the corner of Fenwick needs to be a design solution as demolition of contributing historic properties will jeopardize the Chamberlain's tax credits. Mr. Dover also noted that as the group moves forward with Design Standard development, on street parking needs to be allowed.

Mr. Dover provided a sample graphic illustrating Zone C (as identified in the PA) as an example of an area that could be presented in greater detail. Ms. Groves reviewed parking calculations for the Zone C plan which indicated there would be more than sufficient parking available under the proposed reuse scenario.

After discussion on the various aspects of the Zone C proposal, the group expressed their support for this approach and indicated that what was presented was, in their opinion, consistent with the language and intent of the PA.

Mr. Dover asked the group if it would be acceptable to present Zone B (the Wherry Housing and family support services area) as a "to be determined" (TBD) area of the reuse plan. Mr. Armbruster stated that given the interest expressed by multiple parties in what happens in this area, and the lack of more definitive economic and tourism data, he felt presenting this area as TBD made sense. Following discussion by the group, all agreed that presenting Zone C as TBD was the best course of action and that planning for this area should be informed by more formal and developed economic and tourism data. It was also recommended that reference to future activity in Zone B not be referred to as "neighborhoods" as this suggests to many a residential only proposal. The group also requested staff to seek confirmation from David Knisely that HUD would accept a "bubble" plan for the homeless submission before committing to this approach.

Future meeting dates were not set due to the limited number of members in attendance. Future meeting dates will be established via e-mail correspondence.

The meeting adjourned at approximately 1:55 P.M.