

## Hampton Historic Preservation Commission Retreat

- **Date and Time:** April 13<sup>th</sup>, 2024 at 10:00am
- **Location:** Hampton Train Depot
- **Attendees:** Kenda Woodard, Donnie Bryant, Alford Williams, Kim Lunn, Marquita Walton (Late), Shirley Johnson, Dwight Harris, Lajuana Love
- **Agenda:**
  - Call to Order
  - Team-Building Activities & Breakfast
  - Strategic Discussions Regarding HHPC
- **Key Discussions:**
  - Kenda Woodard started the discussion by informing the members what Historic Preservation means by definition and standards. She began to speak about the statement of commissions power. She went through a detailed PowerPoint that outlined the purpose of the policy and guidelines. We then discussed 5 definitions – The Certificate of Appropriateness, Exterior Architectural Features, Exterior Environmental Features, Historic District, and Material Chang & Appearance. Kenda expressed that the boards focus is the exterior of the buildings.
  - Kenda began to explain the main street historic district and oak street historic district, she explained where each district starts and ends, what it intel's, and how to identify said districts.
  - Kenda then led a discussion concerning how to apply for a Certificate of Appropriateness. She stated that the application located online or at City Hall, but she was not sure that documents needed to complete the application could be uploaded online – she said that she would check and get back with the board.
  - Kenda went over the standards of rehabilitation with the board, and we then took a walk down to 24 East Mainstreet to observe the building and the neighboring buildings. Kenda expressed that we should pay close attention to the front and back exterior of the buildings.
  - After the walk to 24 East Mainstreet, Kenda suggested that everyone eat lunch and return after lunch and finish the rest of the power point.
  - Once the board finished eating lunch, Kenda asked that we return to the presenting area to finish the rest of the powerpoint. All remaining guidelines and policies were explained in depth to the board by Kenda.

- Kenda informed the board that May is National Historic Preservation Month and that we would need to come together to plan activities.
- **Closing Remarks:** There were no closing remarks, the meeting was motioned to adjourn by Donnie Bryant and second by Shirley Johnson. All was in favor to adjourn.