

January 2024

RE: Important information regarding property located within local the West Freemason *Historic and Cultural Conservation District* within the City of Norfolk

Dear Norfolk, Historic District Property Owner/Residents:

The City of Norfolk has been busy updating the citywide historic buildings survey. The West Freemason Historic district resurvey and was update recently completed in December 2023. This historic district is the oldest district in the city, designated in 1972. From a historic building survey perspective this meant we needed to update the most recent 100 years of building architecture, including Mid-Century Modern style buildings of which West Freemason has several good examples. The period of significance has been updated to 1790-1972.

Your property has been in the State/National and local historic district since it was established but may have been considered too new if it was built after 1920. Now that your building/home is within the period of significance due to the survey update, this changes the status from “non-contributing” to “contributing” to the historic district. This means your property is part of the development history of this area and helps to tell the story of how the architecture has evolved over time. This does not change how you apply for exterior alterations, nor will this have any impact on taxes or fees.

In addition to the survey update city staff will be adding updated historic information forms to *NorfolkAIR*. These forms contain architectural descriptions, known architects, site information including the significant historic fencing and walls, historic photos, and the information needed to submit Part I Historic Tax forms to the State Historic Preservation Office if you are planning on doing significant renovations. Look for notifications from your Civic League when this information will become available.

The city has trained historic preservation staff dedicated to help you in technical assistance and navigating potential applications for COAs. Before undertaking any work on your property, please contact Faith Hamman at 757/334-8789 or faith.hamman@norfolk.gov. The next page has the Architectural Review Board (ARB) meeting schedule for 2024 for a quick reference.

Sincerely,



Faith M. Hamman
Planner I, Historic Preservation

Architectural Review Board 2024 Meeting Schedule and Filing Deadlines

<u>FILING DEADLINE</u> Applications are due at <u>12:00 Noon</u>	<u>ARB MEETING</u> Meetings are held at 4:00 p.m. in the City Hall 10 th Floor Council Conference Room	<u>CPC Public Hearing</u> Meetings are held at 2:30 p.m., in the City Hall 11 th Floor
December 12, 2023	January 8, 2024	
January 9, 2024	January 22, 2024	January 25, 2024
January 23, 2024	February 5, 2024	
February 6, 2024	<i>*Thursday</i> , February 15, 2024	February 22, 2024
<i>*Friday</i> , February 16, 2024	March 11, 2024	
March 12, 2024	March 25, 2024	March 28, 2024
March 26, 2024	April 8, 2024	
April 9, 2024	April 22, 2022	April 25, 2024
April 23, 2024	May 6, 2024	
May 7, 2024	May 20, 2024	May 23, 2024
May 21, 2024	June 10, 2024	
June 11, 2024	June 24, 2024	June 27, 2024
June 25, 2024	July 8, 2024	
July 9, 2024	July 22, 2024	July 25, 2024
July 23, 2024	August 5, 2024	
August 6, 2024	August 19, 2024	August 22, 2024
August 20, 2024	September 9, 2024	
September 10, 2024	September 23, 2024	September 26, 2024
September 24, 2024	October 7, 2024	
October 8, 2024	October 21, 2024	October 24, 2024
October 22, 2024	November 18, 2024	November 21, 2024
November 19, 2024	December 16, 2024	December 19, 2024
December 17, 2024	<i>January 6, 2025</i>	
<i>January 7, 2025</i>	<i>January 20, 2025</i>	<i>January 23, 2024</i>

**Denotes a change from the regular meeting day due to a holiday.
Dates in Italics are tentative.*

To ensure timely processing of your application, we strongly encourage all applications to be submitted prior to the deadline.

Approved November 2023.