

# Historic Landmark Commission/Certified Local Government Annual Report

## **Report Contents Outline**

*A Certified Local Government is responsible for submitting an annual report to the West Virginia State Historic Preservation Office. The report is due within 60 days of the end of the local government's fiscal year and must include the following information. Attach additional documentation or comments as needed.*

Report for Fiscal Year: 2021 Date Report Submitted to SHPO: January 7, 2022

### **I. Contact Information:**

Commission Name City of Wheeling Historic Landmarks Commissi

Mailing Address 1500 Chapline Street Room 308  
Wheeling WV 26003

Primary Email tconnelly@wheelingwv.gov

### **Commission Members:**

Chair CJ Kaiser

Email cjkaiser@pgka.com

Phone 304-232-6810

Address 61 - 14th Street  
Wheeling, WV 26003

Member Jon-Erik Gilot

Email jgilot@dwc.com

Member Vic Greco

Email vgreco@millsgrouponline.com

Member	Bekah Karelis
Email	<u>bekahkarelis@gmail.com</u>
Member	Greg Smith
Email	<u>ganddsmith@comcast.net</u>
Member	Betsy Sweeny
Email	<u>bsweeny@wheelingheritage.org</u>
Member	Ty Thorngate
Email	<u>tthorngate@wheelingwv.gov</u>

**II. Local Legislation:**

1. Attach copies of any new ordinances, amendments, regulations, bylaws, or guidelines enacted during this period.

Check box if any above mentioned materials are attached.

2. Numbered list of new historic districts or landmark designations. A map must also be submitted showing site locations if not already recorded with the SHPO.

1. North Wheeling Historic District
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3. Number of cases reviewed under the authority of the local ordinance:

	<u>Approved</u>	<u>Denied</u>	<u>Appealed</u>	<u>Total</u>
Maintenance	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>
Alterations	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>
Demolitions	<u>3</u>	<u>1</u>	<u>0</u>	<u>4</u>
New Construction	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

**III. Local Historic Preservation Commission:**

1. Any changes to the membership of the commission. For vacancies, please indicate length of vacancy, how an attempt was made to obtain qualified professionals to fill the vacancy, and how the new appointee(s) demonstrate an avocation, interest, competence, or knowledge of historic preservation. In addition, please submit a resume for any new commission members.

Chris Rouhier resigned / moved out of area- March 2021  
Betsy Sweeny (Wheeling Heritage) appointed- April 2021

2. Summary of how the commission obtained qualified professional expertise in the review of nominations or other actions normally evaluated by a professional if such expertise is not available on the commission.

None

3. Explanation of how commission meetings were advertised in advance.

Meeting agendas are published on city website.  
Meeting agendas are posted in lobby of city building.  
Public hearing notices are sent to newspaper.  
Public hearing notices are posted on utility poles in vicinity of property.  
Public hearing notices are mailed to property owners within 200' of property.

4. Indication of the number of meetings that each commission member attended:

Member	Number of Meetings Attended
CJ Kaiser	7
Jon Erik Gilot	6
Vic Greco	7
Bekah Karelis	5
Greg Smith	4
Betsy Sweeny	6
Ty Thorngate	3

5. Number of commission meetings held during this period: 9

6. Indication of any historic preservation training sessions which each commission member attended during this period.

None

**IV. National Register Nominations:**

1. List of activities affecting any National Register sites in the commission's jurisdiction.

None

2. List of National Register nominations reviewed by the commission.

Virginia Apartments - 902 Main Street

3. List of persons contacted during the review and comment period.

Wendy Scatterday, Architect on behalf of applicant

**V. Public Participation:**

1. Outline of public participation procedures which complied with West Virginia Open Law 6-9A-1 et seq.

Meeting agendas are published on city website.  
Meeting agendas are posted in lobby of city building.  
Public hearing notices are sent to newspaper.  
Public hearing notices are posted on utility poles in vicinity of property.  
Public hearing notices are mailed to property owners within 200' of property.  
Anyone attending public hearing is allowed 3 minutes to speak  
Certified Mailing to owner and tenant advertising proposed North Wheeling Historic District

2. A list of any public comments received during the National Register review and comment period.

None

**VI. Local Survey and Inventory:**

1. List of new inventory forms completed for individual buildings, historic districts, and archaeological sites. A map must be included that indicates newly inventoried sites, if not already recorded with the SHPO.

None

2. Summary of survey activities including any plans to survey.

Elm Grove Neighborhood Survey  
Dimmeydale Neighborhood Survey

**VII. Assistance and Guidance:**

1. Technical or organizational assistance needs for the upcoming year (check those that apply):

- Design Review Training
- Technical Preservation Training
- Survey Training
- Meeting Organization Training
- Education on Types of Funding Available
- Connecting with other CLGs/HLCs

Other \_\_\_\_\_  
\_\_\_\_\_