

Clarke County

HISTORIC PRESERVATION COMMISSION

AGENDA

Wednesday - 2023 March 22 - 4:00 p.m.

Town/County Government Center

101 Chalmers Court

Berryville, VA 22611



1. Call to Order
2. Approval of Agenda
3. Approval of minutes for January 18, 2023 [attachment]
4. Public Comments
5. Report Executive Committee
6. Staff Reports
 - Draft Brochure [attachment]
 - Other
7. Historic Consultant's Report
 - Book Project Completion [handout]
 - Other
8. CLG/other Grant projects
 - Discussion of future projects/applications
 - Update of design guidelines
 - Other
9. Old Business
 - Historic Markers
10. New Business
 - Annual Report [handout]
 - Nominations and discussion of Annual Awards [attachment]
11. Commissioner Comments
12. Adjournment

Town/County Government Center
101 Chalmers Court
Berryville, VA 22611

www.clarkecounty.gov
540-955-5132



Historic Preservation Commission

DRAFT MINUTES – Regular/Organizational Meeting

Wednesday, January 18, 2023 – 4:00PM

Berryville/Clarke County Government Center – A/B Conference Room

ATTENDANCE:			
Betsy Arnett (Chair)	X	Terri Catlett (BOS Liaison)	✓
Katherine Berger (Vice-Chair)	✓	Bob Glover (Planning Commission Liaison)	✓
Adeela Al-Khalili	✓	Billy Thompson	✓
Page Carter	✓ ^E	Robin York	✓

E- Denotes electronic participation

Staff: Jeremy Camp (Sr Planner / Zoning Administrator), Kristina Maddox (Office Manager / Zoning Officer), Maral Kalbian (County Architectural Historian)

Other: None

Call to Order: Mr. Camp called The Historic Preservation Commission to order at 4:00PM.

Election of Officers: Chair and Vice Chair

Mr. Camp asked if there were any Historic Preservation Commission (HPC) Chair nominations for 2023. Mr. York moved to nominate Betsy Arnett, seconded by Ms. Berger. Mr. York moved to close the floor for additional nominations, seconded by Ms. Al-Khalili.

The Commission elected to nominate Betsy Arnett as Chair of the Historic Preservation Commission for 2023.

Motion to elect Betsy Arnett as Historic Preservation Commission Chair for 2023:			
Arnett	ABSENT	Glover	AYE
Berger	AYE (seconded)	Thompson	AYE
Al-Khalili	AYE	York	AYE (moved)
Carter	AYE		

With no further nominations, the Commission closed the floor to Chair nominations.

Motion to close the floor to the Historic Preservation Commission Chair for 2023:			
Arnett	ABSENT	Glover	AYE
Berger	AYE	Thompson	AYE
Al-Khalili	AYE (seconded)	York	AYE (moved)
Carter	AYE		

After explaining the role, Mr. Camp opened the floor for 2023 Vice Chair nominations.

Motion to elect Katherine Berger as Historic Preservation Commission Vice Chair for 2023:			
Arnett	ABSENT	Glover	AYE
Berger	AYE	Thompson	AYE
Al-Khalili	AYE (seconded)	York	AYE (moved)
Carter	AYE		



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Approval of Agenda

Mr. Camp entertained the motion to approve the HPC agenda for January 18, 2023 as presented by Staff.

Motion to approve the Historic Preservation Commission agenda for January 18, 2023 as presented by Staff:			
Arnett	ABSENT	Glover	AYE
Berger	AYE (seconded)	Thompson	AYE
Al-Khalili	AYE	York	AYE (moved)
Carter	AYE		

Schedule of Meetings for the Year

Mr. Camp reviewed the meeting schedule for 2023 and noted July 19, 2023 as an optional summer meeting.

Approval of minutes for November 30, 2022:

The Commission moved to approve the November 30, 2022 meeting minutes as presented by Staff.

Motion to approve the November 30, 2022 meeting minutes as presented by Staff:			
Arnett	ABSENT	Glover	AYE
Berger	AYE	Thompson	AYE
Al-Khalili	AYE (seconded)	York	AYE (moved)
Carter	AYE		

Public Comments

None

Report of the Executive Committee

None

Staff Reports

BZA Update: Mr. Camp provided an update on the White Post case and noted that enforcement is being pursued as the resident's deadline to come into compliance was January 13, 2023. He said he isn't sure what that will entail but he thinks they will begin with significant fines and another compliance deadline which will be entirely up to the judge. He said that if the resident modifies the garage in any way that it would have to come before the Historic Preservation Commission for review and approval.

Other: None.

Historic Consultant's Report

Book Project Update: Ms. Kalbian said she has met with the printers and that the book will be complete by the end of February. She said the county will receive 100 black and white copies, the HPC members will receive a copy, and various organizations will get a copy as well including the Conservation Easement Authority, Claremont, Board of Supervisors, and Department of Historic Resources (DHR). She said she also plans to print color copies to sell.



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Other: Ms. Kalbian said she is working with the Shenandoah Valley Black Heritage Project based out of Rockbridge County on an African American sites driving tour within Clarke, Warren, and Frederick counties. She said she will include Mr. George Thomas's house on Bundy St who was John F. Kennedy's valet and with him when he died.

Ms. Kalbian said met with someone interested in a grant for Josephine St. She noted her own curiosity regarding the Peter Bruhn Revitalization Grants Program through the National Park Service that helps African American communities in rural areas. She said, however, that an entire foundation would need to be established which is a lot of administrative effort for the county but that its only available for certified local government. Ms. Al-Khalili said she is personally now committed to doing whatever she can to help and noted interest in the grant possibility. Mr. Camp said he would send out the link for the commission to review.

CLG/Other Grant Applications

Discussion of future projects/applications: This topic was previously discussed.

Update of design guidelines: Ms. Kalbian said she spoke with Aubrey Von Lindern who noted there are several communities updating their outdated guidelines and using various firms to do so. When asked if it could be done in-house, Ms. Kalbian said it might be beneficial to have professionals to review the site-specific guidelines and that the character of the community would need to be considered. She said she would ask Ms. Von Lindern for the details and noted these potential grants do have a cost associated with them. She also noted that it would be more than her annual contractual amount.

Ms. Kalbian suggested that as part of the grant match, she provide a consultant with the information of what is currently there and the rest of the CLG grant could be used to pay the consultant directly. She continued that she would touch base with Ms. Von Lindern to see if examples can be provided for the HPC's review.

Old Business

Public of awareness letter for historic overlay district property owners: Mr. Camp said the HPC discussed doing more public awareness for the Historic Districts. He said he has started to update an old brochure but is keeping it subtle as there is discussion regarding updating the guidelines.

Ms. Al-Khalili suggested an article in the Clarke Observer to make people aware and provide a map showing the Historic Districts and Mr. York suggested adding something to the Millwood Matters newsletter that comes out three times a year and also reaches White Post. The HPC members discussed how the differences between National Register Historic Districts, Local Historic Districts, and Commercial Historic Districts may be confusing to residents.

Historic Markers: Ms. Kalbian recounted how DHR rejected the Bear's Den historic marker as they are only selecting four per year and also prioritize African American and Native American sites at this time. She said the Blue Ridge group is also interested in looking into doing a local marker. Mr. Camp said he forwarded information to the Blue Ridge group and said he also noted that the HPC prefers the design incorporate a unique color or something to distinguish it from the regular historic markers.



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Ms. Kalbian said Preservation Virginia is working with DHR on various zoom training sessions (Preservation Academy) and that one would be on creating your own highway marker program and thought the HPC might be interested.

New Business

CLG Annual Report: Mr. Camp asked HPC members for their input on the handout for the CLG annual reports that is coming up soon. He said the HPC recognized the rewards program and that the HPC's main focus is demotion by neglect.

Annual Report: Ms. Kalbian pointed out page 9 where four webinar sessions are listed for the Preservation Academy. She said she can do a presentation for the HPC members during the optional July meeting. Ms. Berger suggested that Ms. Kalbian send out topic ideas.

Discussion of 2023 Preservation Awards: Mr. Camp said Staff needs direction on a location for the luncheon. Ms. Kalbian said she would send out a previous nomination and awards list so no one is re-nominated. The HPC discussed and decided against sending out a press release calling for nominations this year. Ms. Kalbian noted that the nominations do not have to be a building- they can be other types of projects or individuals that contribute to the knowledge about Clarke County's history. Mr. Camp noted that everyone needs to email him their ideas and nominations before the next meeting and that we would try Camino Real, the Burwell-Morgan Mill (catered), or Lone Oak Tavern as places to hold the awards luncheon.

Historic District Guidelines: previously discussed

Commissioner Comments

Mr. York asked if a new certificate of appropriateness would need to be submitted for the livery stable building. Mr. Camp said the original approval was based on the original description; however, he does not have concise information on what they currently plan to do. He continued that if they plan to demolish and rebuild the structure, it may not be covered. Mr. Thompson said Randy Buckley is working with a consultant to get a digital rendering of what the White Post Board's vision is of the building and he would then meet with Ms. Kalbian to determine whether or not it is a demolition project.

Mr. Glover noted the Carter Hall special use permit public hearing on Friday, Feb 3rd at 9:00am and detailed the 5,000 square foot glass conservatory for events and weddings. Ms. Kalbian noted her comments from the previous year that the updates to the historic buildings met the Secretary of the Interior's Standards for Rehabilitation but that she thought the conservatory was ill-placed and out of scale. She also recommended that their Historic Highway marker be updated and that the design for the proposed guardhouse should be reviewed before approved. The HPC further discussed light pollution and noise relating to Carter Hall in addition to the Planning Commission process.

Adjournment

There being no further items to discuss, the Historic Preservation Commission adjourned unanimously at 5:21PM.

Katherine Berger, Vice-Chair

Kristina Maddox, Clerk

Introduction

This brochure is intended to provide general information to property owners and prospective purchasers of properties within Clarke County's Historic Overlay Districts. The information provided within this brochure includes the following:

- An overview of Clarke County's Historic Overlay Districts.
- A summary of the regulations and permits required within the Historic Overlay Districts.
- Local incentives for rehabilitation of historic structures in the Historic Overlay Districts.
- Maps of the Historic Overlay Districts.

Additional information can be obtained by reviewing the applicable ordinances referenced in this brochure, or simply by speaking with County Staff within the Department of Planning. Staff contact information provided on the back cover of this brochure.

Government Offices

Zoning Permits & Certificates of Appropriateness

Clarke County Department of Planning
Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Jeremy Camp, Senior Planner/Zoning Admin.
(540) 955-5131
icamp@clarkecounty.gov

Building Permits

Clarke County Building Department
Berryville-Clarke County Government Center,
101 Chalmers Court, First Floor
(540) 955-5112

Find more resources online at
www.clarkecounty.gov/
Community Resources

Historic Overlay District

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Historic Overlay Districts

Virginia Code §15.2-2306 enables all localities in the Commonwealth of Virginia with the legal authority to establish local historic districts (Historic Overlay Districts). Localities may also create regulations within such districts, and may create a review board to administer them.

In 1987, the Board of Supervisors established Clarke County's first historic district and a 7-member Historic Preservation Commission (HPC) to serve as the review board.

Members of the HPC are appointed by the Board of Supervisors. In addition to administering the regulations of the Historic Overlay District, the HPC has the responsibility of broadening the understanding and importance of historic resources in Clarke County.

At this time, there are two Historic Overlay Districts in Clarke County. There are several other historic districts in Clarke County but only two that are within the regulated Historic Overlay District. The two regulated districts include the following:

- **White Post (1987)**
- **Millwood (2003)**

The Millwood Historic Overlay District is located primarily in the commercial core area of the village of Millwood. There are 7 parcels within its boundaries. The White Post Historic Overlay Districts includes the core village area of White Post, focused around the intersection of Berry's Ferry Road and White Post Road. There are currently 28 parcels within the White Post Historic Overlay District.

Certificates of Appropriateness

Section 4.2.4 of the Clarke County Zoning Ordinance requires the review and approval of a Certificate of Appropriateness (COA) Application for projects located within the White Post or Millwood Historic Overlay Districts. This includes projects that involve the construction of a new structure; the demolition of a structure; or the exterior modification of a structure. Maps of the Historic Overlay Districts are shown to the right.

Applications are submitted to the Department of Planning. Review procedures and review criteria for applications are described under Section 6.2.5B in the Clarke County Zoning Ordinance. Review procedures vary depending on the scale and scope of a project and if the structure is recognized as a contributing structure to the historic district. The review criteria are guidelines for the HPC to follow when reviewing an application for a Certificate of Appropriateness. They are also useful for Applicants to review before submitting an application.

Local Tax Incentives for Rehabilitation

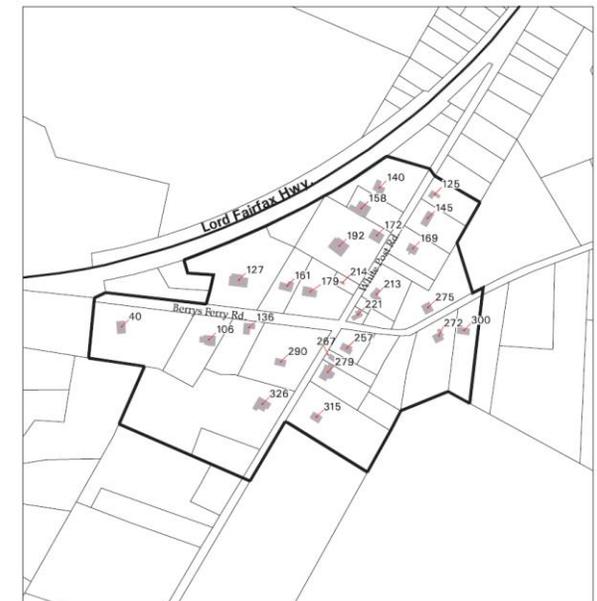
In 1990, Clarke County enacted legislation that provides a ten-year freeze of a property's added assessed value for the renovation of a historic structure that increases its assessed value by at least 40%. Historic structures are required to be at least 50 years of age and a contributing structure to a historic district or a historic landmark. The maximum amount of the partial exemption is \$250,000 for rehabilitations of residential uses, or \$500,000 for rehabilitations of commercial uses.

More information can be found under Chapter 165, Article XIII, of the Clarke County Code, or by contacting County Staff.

Millwood Local Historic District



White Post Local Historic District



Potential 2023 Awards

Old Jail on Main Street (now hair salon) 29 W. Main Street Berryville

Homespun Restaurant, 20 W. Main Street, Nancy Polo (Smithfield)

Mr. and Mrs. Bill Waite for Bishop's Gate and caretakers cottage.

Stone walls of Brooke Middleton

Glen Poe (328 N. Buckmarsh, house across from Martins)

Bear's Den Group (Bluemont)

George Ohrstrom- lifetime

Future:

Sisi Gallagher and Michael Williams for rehabilitation of Spout Run