

**Clarke County  
Historic Preservation Commission (HPC)  
Meeting Minutes – November 30, 2022**

A regular meeting of the Historic Preservation Commission was held at the Town/County Government Center, 101 Chalmers Court in Berryville, VA on November 30, 2022 at 4:00PM.

**Present:** Betsy Arnett (Chair), Page Carter (Vice Chair), Terri Catlett (BOS Liaison), Robin York, Billy Thompson, Adeela Al-Khalili, Bob Glover (Planning Commission Liaison)  
**Absent:** Katherine Berger, Kristina Maddox (Office Manager / Zoning Officer)  
**Staff:** Jeremy Camp (Sr Planner / Zoning Administrator), Maral Kalbian (County Architectural Historian)  
**Other:** None

**Call to Order:** Chair Arnett called The Historic Preservation Commission to order at 4:00PM.

**Approval of Agenda:**

Chair Arnett entertained the motion to approve the HPC agenda for November 30, 2022. Mr. York moved to approve the motion, seconded by Ms. Carter.

**Approval of Minutes for July 18, July 20, September 21, and September 27, 2022:**

*July 18, 2022* - Chair Arnett requested that the minutes from the July 18, 2022 meeting be changed to meeting notes as there wasn't a quorum and did not need to be voted on. It was noted this meeting was a special meeting and public hearing.

*July 20, 2022* - Mr. York moved to approve the meeting minutes as presented by staff, seconded by Mr. Thompson.

*September 21, 2022* - Mr. York moved to approve the meeting minutes as presented by staff, seconded by Ms. Al-Khalili.

*September 27, 2022* - Mr. York moved to approve the meeting minutes as presented by staff, seconded by Mr. Thompson.

**Public Comments**

None

**Report of the Executive Committee:**

None

**Staff Reports**

**BZA Update:** Mr. Camp noted he has yet to receive any new applications. He also commented that the White Post case deadline is quickly approaching in January. He said if compliance after the deadline is not upheld, it may return to court for the judge to rule on.

**Battle of Berryville Project Update (grant closed):** Mr. Camp said the task of filing the final fiscal report is complete. He said unless there are questions about any of the reports, the project is officially complete.

**Correspondence from citizens:** Mr. Camp said a citizen emailed him about an old Buckmarsh burial ground site that is currently owned by the Byrd family. The citizen would like to obtain financial or other assistance for the research to identify where the old building is. Ms. Kalbian commented that her understanding is that

the cemetery is under the road and that some of the graves have been moved. There is a small cemetery that is on private property. She suggested the citizen call Don and Mary Royston, who have completed a cemetery survey of Clarke County, for further information.

The Commission discussed Ms. Kalbian's use of time and how citizen requests should be handled going forward. Ms. Kalbian said she said she could put together a list of resources for citizens should they wish to further investigate and do research on their own.

*Other:* None.

### **Historic Consultant's Report**

*CLG Book Grant Update:* Ms. Kalbian announced that the book is complete, Cathy Kuehner and two other people are reviewing it for edits, and that the publisher is going to print 100 black and white copies. There was a brief discussion on the phases of the book to include an outline, a survey, and the final draft and where the funds were located in the general fund versus the grant. When asked by Ms. Al-Khalili who the target audience is for the book, Ms. Kalbian responded the citizens of Clarke County.

Mr. Camp briefly noted the Historic Resource Plan handout for everyone to review and provide feedback on by the next HPC meeting as it is coming up on the Planning Commission's work schedule.

### **CLG/Other Grant Applications**

*Discussion of possible grant applications for 2023:* Chair Arnett asked the Commission to be thinking of grant ideas for the upcoming January meeting. Examples given include a survey of African American cemeteries in the county, fish weir research, boundary line adjustments within White Post and Millwood, Blandy Farm research, or to update the National Register nominations to include African American structures.

Ms. Kalbian suggested a grant to update the Historic District Guidelines, better train the HPC in them, and provide resources to citizens with a user-friendly illustrated guide. She said she thought it was critical to update and develop the guidelines to clarify the submission requirements for a certificate of appropriateness and to standardize the process overall. Additionally, Mr. Camp recommended offering a digital element for citizens.

Mr. Thompson suggested sending an informational postcard or letter for public awareness to each resident within those boundaries.

### **Old Business**

*Annual Report:* The last time Chair Arnett provided an annual report for the Planning Commission and the Board of Supervisors was in the summer. She plans to do this again in 2023 but would prefer to present in the spring rather than later in the year.

*Historic Markers:* Mr. Camp said Mr. Seeberger would like to reapply their Bear's Den historical marker application to Department of Historical Resources (DHR) or pursue another program with private funds. The Commission discussed that if they prefer to get a historical marker with private funds, the HPC asks that it have a light green background to differentiate them from the beige Loudoun County signs. Additionally, Ms. Kalbian authorized the verbiage that she originally created for DHR to be used by Mr. Seeberger for the historic sign.

The Commission spoke about what a potential future sign program within Clarke County would look like. One potential benefit is that the markers could be placed in areas that make more sense rather than in the VDOT right-of-way.

### **New Business**

*Preliminary Discussion of 2023 Preservation Awards:* Chair Arnett asked the Commission to be thinking about the awards in May, which will be further discussed at the next meeting in January. She suggested that the 25<sup>th</sup> award ceremony include all of the past award winners.

*Historic District Guidelines:* previously discussed

### **Commissioner Comments**

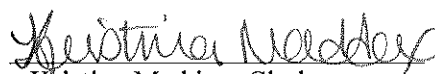
Mr. York asked about the certificate of appropriateness (COA) for the livery stable building next to the gas station in White Post. He said that the COA for the gas station included the livery stable building but was curious to know if it should be resubmitted. Chair Arnett suggested Mr. Camp review the language of the COA and determine if it is sufficient. Mr. Thompson asked if the demolition by neglect criteria would apply as the building has a dirt floor and rotted pilings and that he prefers to rebuild it completely on the same footprint. Ms. Al-Khalili asked what the plans are for the building to which Mr. Thompson replied that the consensus of their board is to make it look exactly the same but with open doors in the back and concrete floors. He said their hope is that the community can use it as a pavilion with picnic tables but said parking may be a problem. He added their board is meeting after the New Year with contractors to discuss the potential project.

Ms. Carter mentioned the courthouse layout and asked if the copper beech tree could be saved. Ms. Al-Khalili and others also agreed that the tree should be saved if at all possible. Ms. Catlett said the Board of Supervisors met earlier in the month but have yet to vote on a decision. She said the point of the layout is to make better use of the space and to be more functional.

### **Adjournment**

There being no further items to discuss, the Historic Preservation Commission adjourned unanimously at 5:19PM.

  
Betsy Arnett, Chair

  
Kristina Maddox, Clerk