



Historic Preservation Commission

MINUTES – Regular/Organizational Meeting & Public Hearing

Wednesday, September 20, 2023 – 4:00PM

Berryville/Clarke County Government Center – Main Conference Room

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

L - Denotes a late arrival

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

Other: Brian K. Legge (applicant)

Call to Order: Chair Arnett called the meeting to order at 4:04PM.

Approval of Agenda

There were no additions or revisions to the September 20, 2023 agenda by the Commission. Chair Arnett entertained the motion to approve the agenda as presented by Staff.

Motion to approve the Historic Preservation Commission agenda for September 20, 2023 as presented by Staff:

Arnett	AYE	Catlett	AYE
Berger	ABSENT	Glover	AYE
Al-Khalili	AYE (moved)	Thompson	AYE (seconded)
Carter	AYE	York	ABSENT

Approval of Meeting Minutes – May 17, 2023

The Commission had no revisions to the May 17, 2023 meeting minutes as presented by Staff.

Motion to approve the Historic Preservation Commission meeting minutes from May 17, 2023 as presented by Staff:

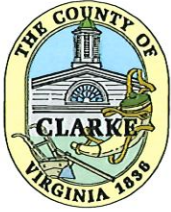
Arnett	AYE	Catlett	AYE (seconded)
Berger	ABSENT	Glover	AYE
Al-Khalili	AYE	Thompson	AYE (moved)
Carter	AYE	York	ABSENT

New Business

Mr. York entered the meeting at 4:07PM.

Public Hearing – Certificate of Appropriateness (140 White Post Road)

Mr. Camp provided an overview of the case at 140 White Post Road in Boyce. He said there is a long-standing violation of the certificate of appropriateness that was originally issued on October 30, 2019. He continued that the constructed garage is not in conformance with the original approval and has been through enforcement, appeal, and court proceedings and that there is currently a court order on file for the applicant to either remove the garage or bring it into compliance with ordinance guidelines. He stated the revised



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application lacked detail and that a list of questions was sent to the applicant for further clarification but unfortunately the answers were not received from the applicant in a timely manner.

Mr. Camp emphasized the need for further clarification on several key aspects of the project. First, he pointed out that there is a lack of clarity regarding the wrapping details for the garage doors and the chimney, which was added without prior approval. The applicant intends to relocate the chimney to the back wall, which has undergone alterations. Additionally, the revised plans submitted by the applicant indicated a retaining roof structure while removing the portion of the building within the setback area. Finally, Mr. Camp raised concerns about the overall design of the building, particularly an unusual overhang, and how these changes might affect its compatibility with the Historic District.

Mr. Camp referred to sections A and B found in under “5. Criteria or Approval of a Certificate of Appropriateness” from the Clarke County Zoning Ordinance. Section A emphasizes the project’s impact on the “overall character, visual fabric, rhythm, and continuity of the District.” Section B considers whether the proposed work aligns with the surrounding district in terms of “height, proportion, openings, spaces, roofs, walls, fences, landscaping, ground cover, scale, and directionality.” He noted that an architectural or 3-D rendering was requested from the applicant but has not yet been received.

Ms. Kalbian used the Certificate of Appropriateness checklist criteria to evaluate the garage against these standards. She highlighted the Commission’s prior concerns in 2019, particularly related to proportion and scale, as outbuildings are typically smaller, and the garage appears disproportionately large. In terms of placement, she agreed that it is appropriately located behind the house. Ms. Kalbian expressed interest in hearing from the applicant about openings and entrances for further clarification. She also suggested that the overhang might be acceptable if there is a shift in the wall plane to meet zoning issues, and she found the openings are aligned with the character of the utilitarian building.

Regarding siding materials, Ms. Kalbian believed that the fiber cement product simulating wood boards was appropriate. She recalled that stamped carriage style garage doors with frieze windows were approved in 2019, and she hoped the proposed garage wrapping could be clarified by the applicant. She confirmed that the garage had been painted in the appropriate color, matching the main house.

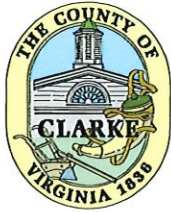
Ms. Kalbian indicated the need for further clarification on the chimney’s relocation and stressed that a 3-dimensional rendering would be helpful in the decision-making process. While the current garage did not feature the originally approved standing-seam metal roof, it used a black master roof metal that she considered appropriate.

Concerning the site design and landscaping, Ms. Kalbian recognized the limited option due to property constraints and suggested that the previously approved, yet-to-be-built wooden fence could mitigate the building’s visual impact.

The Commission did not have any further questions or comments for Staff or the Architectural Historian.

Ms. Kalbian asked the applicant about the chimney’s relocation and he specified that it would be situated at the back of the garage facing the church, not the road.

Chair Arnett and Ms. Kalbian sought clarification on how the applicant intended to comply with the originally-approved garage doors. Mr. Legge provided an explanation of using wrap to create the appearance of carriage-style doors with hinges and hardware. Mr. Legge stated that the film is adhered to the door by heat and that it will look just like a carriage style door with hinges and hardware. Commissioner



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Glover asked inquired about the wraps longevity and potential issues with peeling, to which Mr. Legge assured that it should last for several years if correctly applied and should not peel or be affected by heat or color fading.

Chair Arnett noted that the original approval was for a building up to 1,240 square feet and asked about the new size of the reduced building. Commissioner York confirmed that the new building would be 1,461 square feet, as stated in the application. This was confirmed by Mr. Legge.

Chair Arnett asked Mr. Legge about the garage's height compared to the house, and Mr. Legge confirmed that the garage was shorter. Chair Arnett mentioned that the garage was eight inches shorter than the house as per the revised plans, while the original approval allowed for a building two feet shorter in height than the house. Mr. Legge said he does not recall the two feet requirement. Chair Arnett recalled the meeting minutes from 2019, noting the square footage and height requirement.

Chair Arnett brought up the previous approval of two double-hung windows and no door and inquired about sliding barn door that had been installed instead. Mr. Legge confirmed that the sliding barn door would be removed and replaced with siding.

Chair Arnett sought confirmation that the roof structure would remain unchanged and the wall would be adjusted. Mr. Legge confirmed this.

Commissioner Carter had difficulty visualizing the wall being pushed back under the roofline and asked about cantilever trusses supporting the roof. Mr. Legge commented that Ben Montgomery did the drawings and confirmed the use of cantilever trusses and mentioned that they would be reengineered for additional support. Commissioner Carter asked if this was the modification referred to in section B, where it mentions existing trusses and the addition of a new piece. Mr. Legge affirmed this.

Commissioner Thompson asked why the roof cannot be reduced two feet if the trusses are being reengineered. Mr. Legge confirmed that the trusses would not be removed but reengineered.

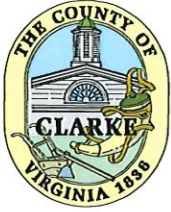
Ms. Kalbian asked if the wrap would include fake windows on the garage doors. Mr. Legge replied yes.

Commissioner Catlett asked about the source of the wrapping material, and Mr. Legge mentioned having a friend with experience wrapping racecars. Commissioner Catlett asked if the friend had wrapped garage doors before to which Mr. Legge replied yes. Commissioner York asked if the friend has wrapped any locally that they could view. Mr. Legge replied that his friend has not done any locally.

With no further questions or comments from the Commission or Mr. Legge, Chair Arnett opened the public hearing. As there were no public comments, Chair Arnett closed the public hearing.

When asked for her professional feedback, Ms. Kalbian acknowledged that several aspects were done correctly but recommended that the garage doors not be wrapped. She believed that it would be better to keep them as they are rather than wrap them in a plastic film, but that they should be replaced to what was approved in 2019. She noted that, overall, the project met most of the criteria and could potentially be approved if the garage doors were addressed. Mr. Camp pointed out that the differences between the code's criteria and the more general review checklist, emphasizing the importance of how the overall design aligns with the district.

The Commission voted 7-0-1 to deny the application for a Certificate of Appropriateness at 140 White Post Road.



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Motion to deny the application for a certificate of appropriateness at 140 White Post Road:

Arnett	AYE	Catlett	AYE
Berger	ABSENT	Glover	AYE
Al-Khalili	AYE	Thompson	AYE (seconded)
Carter	AYE	York	AYE (moved)

Chair Arnett clarified that the denial was based on several key factors. Firstly, the proposed revisions exceed the previously approved size and height limitations. She emphasized that wrapping the garage doors with plastic film was deemed inappropriate for the Historic District, and the overall building design was also considered unsuitable for the Historic District's character. Chair Arnett then inquired if there were any additional reasons contributing to the application's denial. Commissioner Thompson expressed concerns about the structural feasibility of the 13-foot roof overhang on the building and questioned how it would be adequately supported. A discussion regarding potential columns to support the garage door unfolded, but it was determined to be unfeasible due to setback restrictions.

Mr. Camp pointed out that the court order specifies a 30-day period for the applicant to resubmit their proposal following a denial. Chair Arnett recommended that, in the event of a resubmission, the application should adhere to the original conditions that were initially approved, particularly the size, height, and materials of the garage.

Public Comments

None

Report of the Executive Committee

COA for 326 White Post Road – minor alterations (fence, deck, guttering)

Chair Arnett said the Executive Committee conducted a site visit to the house at 326 White Post Road. She said the property owners were proposing to replace their fence, deck, and guttering. She added the deck and fence will essentially remain the same and that the downspouts will be larger but somewhat the same and that the committee approved the revisions.

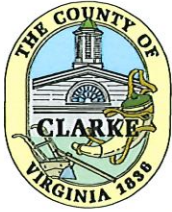
Staff Reports

Historic District Inventory: Mr. Camp said he spoke to an antique store owner in Millwood who wishes to make some modifications to his building so the HPC may see an application in the near future. He pointed out that he has an appointment scheduled with the consultant to start the Historic District inventory to assess if we should pursue new guidelines. He added the inventory should be completed by the end of October or November.

Historic Consultant's Report

Ms. Kalbian said she had a few tax credit inquiries and was able to guide people to various resources including the Department of Historic Resources website.

Ms. Kalbian shared an inquiry from the previous year, which revolved around a peculiar structure nestled in the woods. This structure bore a resemblance to a culvert, constructed from brick and appeared to date to the late 19th or early 20th century. She explained that, along with DHR archaeologist Bob Jolley, they had been unable to ascertain its originally purpose. Notably, it seemed nonfunctional, as there were no roads



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passing over it, and no nearby body of water that it could have served. Mr. Jolly conferred with other archaeologists who believe that it is a culvert. Yet she and Mr. Jolley believe it served another yet-to-be-determined purpose.

She said that this month she received a phone call regarding a similar structure located not too far from the first one. She saw photos and noted that this new structure and the one examined last year both shared common characteristics, featuring arched, vaulted roofs of brick and measuring approximately 15 feet in length and 4 feet in width. She and Mr. Jolley will go investigate this newly identified structure in the woods once the leaves fall off the trees. When asked for the precise locations of the structures, Ms. Kalbian respectfully declined to provide the information, as the property owner preferred to remain anonymous.

CLG/Other Grant Applications

Discussion of future projects/applications: Chair Arnett said the precursor to apply for a new design guidelines grant is to complete the Historic District’s inventory. She said that once this task is complete, the HPC can have a better discussion about completing a CLG application in the spring.

CLG training requirements/opportunities: Chair Arnett said she attended the National Alliance of Preservation Commission online training webinar and that the short course sessions are available online. She suggested the HPC look into membership as there are several webinars available. She also mentioned that the Department of Historic Resources is doing a CLG training in Leesburg in October. She said she registered to attend the free event and invited others to attend as well. Mr. Camp reminded everyone that meeting guidelines have become more strict and to preplan in-person events accordingly and encouraged more webinar attendance.

Ms. Kalbian noted that the Preservation Academy through Preservation Virginia has courses available from this year and last year on their website.

Chair Arnett asked if any HPC member attends a training session to inform Staff so that it can be represented in the annual state report.

Commissioner Comments

None

Adjournment

There being no further items to discuss, the Historic Preservation Commission adjourned at 4:43PM.

Motion to adjourn the Historic Preservation Commission on September 20, 2023 at 4:43PM:			
Arnett	AYE	Catlett	AYE
Berger	ABSENT	Glover	AYE
Al-Khalili	AYE	Thompson	AYE
Carter	AYE (seconded)	York	AYE (moved)

Betsy Arnett, Chair

Kristina Maddox, Clerk