

# Clarke County

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## HISTORIC PRESERVATION COMMISSION

AGENDA (SPECIAL MEETING)

Wednesday - 2024 August 7 - 4:00 p.m.

Town/County Government Center

101 Chalmers Court

Berryville, VA 22611



1. Call to Order
2. Appointment of a Temporary Chair
3. Approval of Agenda
4. Approval of minutes for May 15, 2024 [Attachment]
5. Public Comments (other than Public Hearing)
6. Public Hearing:
  - Certificate of Appropriateness (CA-24-03) – 213 White Post Road [Attachment]
7. Report Executive Committee
  - July 17, 2024 Meeting
8. Staff Report
9. Historic Consultant's Report
10. CLG/other Grant projects
  - Historic District Guidelines Update Project
    - CLG Grant Application Update
11. Old Business
  - John Underwood Historic Marker Report
12. New Business
13. Commissioner Comments
14. Adjournment

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

**[www.clarkecounty.gov](http://www.clarkecounty.gov)  
540-955-5132**



# Historic Preservation Commission

**DRAFT** MINUTES – Regular/Organizational Meeting

Wednesday, May 15, 2024 – 11:00 AM

Blandy Experimental Farm, Library Room, 400 Blandy Farm Lane, Boyce, Va

A special meeting of the Historic Preservation Commission was held at Blandy Experimental Farm in the Library Room on May 15, 2024 at 11:00 am.

ATTENDANCE:			
Katherine Berger (Chair)	✓	Billy Thompson	✓
Page Carter (Vice-Chair)	✓	David Weiss (BOS Liaison)	L
Betsy Arnett	✓	Robin York	✓
Bob Glover (PC)	✓	Deborah Liggins	✓

L – Arrived late

**Staff:** Jeremy Camp (Sr Planner / Zoning Administrator) and Maral Kalbian (County Architectural Historian).

**Other:** None (Some attendees for the proceeding award luncheon arrived early during meeting)

## 1. Call to Order

Chair Berger called The Historic Preservation Commission to order at 11:01 AM.

## 2. Approval of Agenda

Chair Berger entertained the motion to approve the HPC meeting agenda for May 15, 2024 as presented by Staff.

Motion to approve the Historic Preservation Commission agenda for May 15, 2024 as presented by Staff:			
Katherine Berger (Chair)	✓	Billy Thompson	✓
Page Carter (Vice-Chair) <i>[moved]</i>	✓	David Weiss (BOS Liaison)	-
Betsy Arnett	✓	Robin York <i>[seconded]</i>	✓
Bob Glover (PC)	✓	Deborah Liggins	✓

## 3. Approval of Meeting Minutes – April 3, 2024

Chair Berger entertained the motion for the approval of the HPC meeting minutes from April 3, 2024.

Motion to approve the Historic Preservation Commission minutes from the meeting held on April 3, 2024 as presented by Staff:			
Katherine Berger (Chair)	✓	Billy Thompson <i>[seconded]</i>	✓
Page Carter (Vice-Chair)	✓	David Weiss (BOS Liaison)	-
Betsy Arnett	✓	Robin York <i>[moved]</i>	✓
Bob Glover (PC)	✓	Deborah Liggins	✓



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4. **Public Comments** – None.

## 5. **Public Hearing**

Mr. Camp presented an overview of the application, as outlined in the staff report included within the agenda package, for the Certificate of Appropriateness application submitted by the White Post Village Association for renovations to the building referred to as the Livery Stable Building located in White Post.

Ms. Kalbian followed by presenting her recommendations that were documented on the review checklist provided to members.

Ms. Berger opened the public hearing. Due to no public speakers present the public hearing was then closed.

Staff and other HPC Members discussed with the applicant the details of the siding that would be used and referenced the plans provided by the applicant. The applicant stated that the White Post Association would be willing to use wood siding but was considering a false wood material that would be easier to maintain. Colors have not yet been decided on. The HPC members concluded with consent from the applicant that the siding would need to be wood material and that the colors could be selected in coordination with the Historic Consultant. Members discussed that the windows should be restored to the extent possible. The chimney was also discussed with the applicant. Ms. Kalbian explained that it has historic significance even though it was just made of concrete block. The Applicant stated a desire to remove the chimney because it was significantly deteriorated. A compromise was agreed upon that the chimney could be removed below the roof but would be retained above the roof.

The four (4) conditions reached during discussion were as follows:

- 1) The siding shall be wood material.
- 2) Colors shall be selected in coordination with the County Historic Consultant.
- 3) Windows should be restored to the extent possible.
- 4) The exterior portion of the chimney shall be retained and repaired.

Chair Berger entertained a motion on the application (CA-24-02).

<b>Motion to approve Certificate of Appropriateness CA-24-02, referred to as the Livery Stable Building, located in White Post, Va with the 4 conditions identified by the HPC during the meeting, as noted above.</b>			
Katherine Berger (Chair)	✓	Billy Thompson	<b>A</b>
Page Carter (Vice-Chair)	✓	David Weiss (BOS Liaison)	-
Betsy Arnett <i>[moved]</i>	✓	Robin York	<b>A</b>
Bob Glover (PC)	✓	Deborah Liggins <i>[seconded]</i>	✓

**A** – Abstained



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6. **Report of the Executive Committee** – None.

7. **Staff Reports** – None.

8. **Historic Consultant's Report** – Ms. Kalbian reported communications she has had regarding Duck Pond, the old train station in White Post, Liberty Hall, and the post in White Post.

9. **CLG/Other Grant Projects**

Mr. Camp confirmed with HPC members that a CLG grant application was submitted in advance of the deadline for the Historic District Guidelines Update Project. The application submission was prepared in coordination with the Architectural Historian/Consultant. He said that Ms. Kalbian had suggested including HPC training in the scope of work, which he thought was an excellent idea. He said that a decision by DHR is expected soon, possibly as early as June.

10. **Old Business**

Ms. Kalbian reported that the John Underwood Historic Marker dedication was tentatively scheduled for June 19<sup>th</sup>, sometime between the hours of 10:30 – 11:00 AM, based on her communications with DHR Staff.

11. **New Business** – None.

12. **Commissioner Comments** – None.

13. **Adjournment / Awards Luncheon**

There being no further items to discuss, the Historic Preservation Commission adjourned at approximately 11:35 am and the Historic Preservation Annual Awards Luncheon presumed shortly after at approximately 12AM (noon).

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Katherine Berger, Chair

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Jeremy Camp, Clerk



## Clarke County Planning Department

101 Chalmers Court, Suite B

Berryville, Virginia 22611

(540) 955-5132

[www.clarkecounty.gov](http://www.clarkecounty.gov)

**TO:** Historic Preservation Commission (HPC)

**FROM:** Jeremy Camp, Senior Planner / Zoning Administrator

**RE:** CA-24-03 (Jane E. Ailes), 213 White Post Road White Post, VA 22663

**DATE:** July 30, 2024 (for the August 7, 2024 HPC Special Meeting/Public Hearing)

A special meeting of the HPC is scheduled for August 7, 2024 at 4:00PM. A public hearing has been advertised for this meeting to receive public input and to review a Certificate of Appropriateness application submitted by Jane E. Ailes (applicant/owner) for 213 White Post Road. The HPC Executive Committee reviewed the application on July 17, 2024 and approved the minor alteration work proposed in the application. The public hearing will be for the purpose of reviewing the major alteration work that consists of replacement of the metal roof on the main house and detached garage.

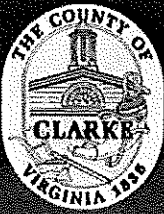
213 White Post Road is located within the White Post Historic District and the Historic Overlay District. Pursuant to Section 6.2.5 of the Clarke County Zoning Ordinance, properties within the Historic Overlay District require a Certificate of Appropriateness for the erection of any building or structure, or the major alteration or restoration of a contributing building or structure. A major alteration of a building or structure includes any work that requires a building permit, or the repair or replacement of windows or roofs. The review authority for major alterations is the HPC. The approval authority for minor alterations is the HPC Executive Committee. Minor alterations are projects that do not require a building permit, nor involve the repair or replacement of windows or roofs.

The National Register of Historic Places Inventory for the White Post Historic District identifies the main house as a contributing structure. Below is an excerpt from the nomination form about the property:

21-66-4 Lot 33: stucco; 2 stories; gable roof (standing seam metal); 3 bays; 1 story, 3-bay porch with hipped roof supported by Doric columns. Detached house. Vernacular. Mid-19th century. This house is a typical example of the late 19th-century residential architecture of the district.

Attached are the documents submitted by the Applicant and a review checklist provided by the County's Historic Consultant. The new metal roof will be installed by a qualified roofer according to the applicant and will be standing seam metal with no ridge vent and with spacing between the standing seams consistent with the spacing of the current roof. The finish will be semi-gloss as reported by the applicant.





# Zoning Permit Application

## General Information

Date: 11 Jul 2024

Tax Map ID#:

Zoning District:

Lot Size:

Site Address: 213 White Post Rd, White Post, VA

Property Owner's Name: Jane E. Ailes

Property Owner's Mailing Address: PO Box 156, White Post, VA 22663

Applicant's Name:  
(if different)

Applicant's Mailing Address:  
(if different)

Phone: 540-837-1345

Email: jane.ailes@gmail.com

## Proposal Description

Describe the proposed use and structures, then select the appropriate categories listed below.

--> see attached list

<input type="checkbox"/>	New Single Family Dwelling	<input type="checkbox"/>	Change of Use	<input type="checkbox"/>	Electric
<input type="checkbox"/>	Garage, Attached	<input type="checkbox"/>	Remodel	<input type="checkbox"/>	Plumbing
<input type="checkbox"/>	Garage, Detached	<input type="checkbox"/>	Deck with Roof	<input type="checkbox"/>	Bathroom
<input type="checkbox"/>	Addition, Heated	<input type="checkbox"/>	Deck without Roof	<input type="checkbox"/>	Kitchen
<input type="checkbox"/>	Addition, Unheated	<input type="checkbox"/>	Agricultural (add form)	<input type="checkbox"/>	Bedroom(s)
<input type="checkbox"/>	Storage Shed	<input type="checkbox"/>	Pool, above-ground		
<input type="checkbox"/>	Other:	<input type="checkbox"/>	Pool, in-ground		

## Proposed Setbacks & Height

Complete all applicable blocks for proposed project. Write N/A if not applicable.

Measured to the closest point	Provided (Actual) (Distance in Feet)	Required (Ordinance) (Distance in Feet)
Front Property Line		
Side (Right) Property Line		
Side (Left) Property Line		
Rear		
Edge of Private Access Easement	N/A	
Springs/Sinkholes/Perennial Streams		100 Feet
Intermittent Streams or Wetlands		Depends on District ( )
Maximum Height		
Maximum Impervious Surface		
Well & Septic Setback (See Clarke County Code Ch. 184)		50 Feet from well - All Structures 100 Feet from well - Termite Treated 10 Feet from Septic - All Structures



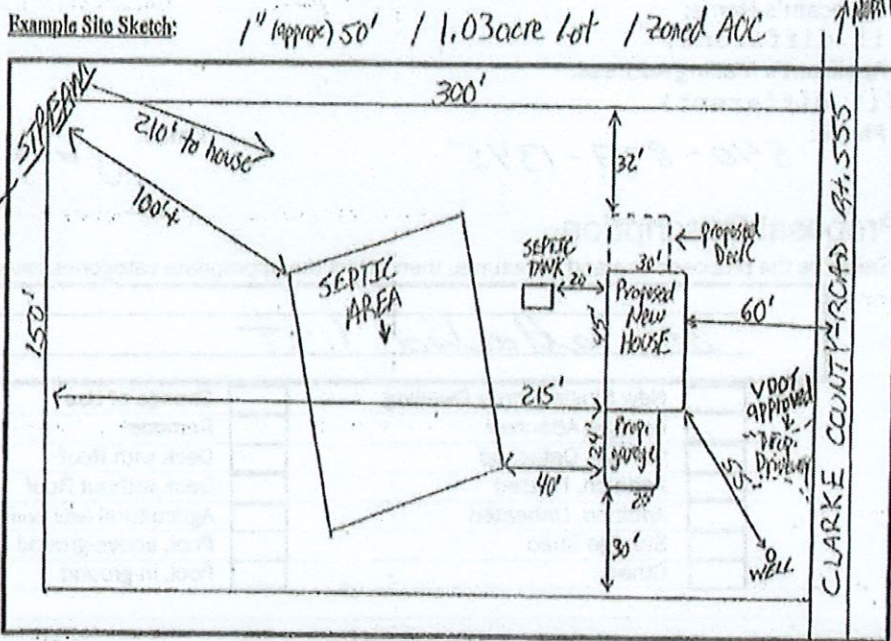
# Zoning Permit Application (continued)

## Additional Property Information

Flood Plain District	Yes		No	
Historic District (provide Certificate of Appropriateness documentation if required)	Yes	X	No	
Will blasting be used in the construction process?	Yes		No	
Conservation Easement (if Yes, provide documentation of approval)	Yes		No	
Conservation Easement Holder Name:				
Public Water	Yes	X	No	
Public Sewer	Yes		No	
Private Well (Contact utility for Information)	Yes		No	
Onsite Septic System (Contact Health Dept. for Information)	Yes	X	No	

## Site Sketch

A site sketch is required. The required site sketch must accurately show all existing lot features as well as the proposed structure(s) and/or use(s) with measurements provided to the closest points of ALL applicable items noted on Page 1 of this permit application. In addition to those items, measurements must also be provided to the septic tank, septic system, and any utility, drainage, or other easements. All required setbacks and information must be shown prior to approval. Survey plats may be found at the Clarke County Circuit Court. County GIS maps can be found at <https://mapsonline.net/clarkecounty>.



By checking here, and signing below, I attest that all Clarke County delinquent taxes and charges for the subject property are paid and up-to-date and that all information provided on this application is accurate.

Signature of Property Owner: Jane E. A. H. Date: 11 Jul 2024

Office Use Only

ACTION TAKEN: APPROVED IN-PART FEE: \$50 Due DURs USED: \_\_\_\_\_

COMMENTS: On 7/17/24 the HPC Executive Committee approved the minor alteration work based on the recommendations of the Historic Consultant (see attached). Major alteration work is scheduled for review on 8/7/24 by the full HPC.

Zoning Administrator: [Signature] Date: 7/18/24 GIS Acct #: 5849



#### House:

- New roof: current roof is black painted standing seam. New roof will be black enameled standing seam—exactly same look as existing.
- New gutters: necessary to remove gutters to replace roof and paint trim. Some gutters will be reused, others will be replaced with same.
- New storm windows: new storm windows will look exactly the same as old storm windows.
- Paint exterior of house: windows, trim, and stucco will be painted with exact same color as existing and with same products—exterior latex for trim and elastomeric for stucco.

#### Garage:

- Some siding on garage is failing due to rot and insect damage. Existing siding on the entire building is beaded ceiling boards installed vertically. The beaded ceiling on the front wall and doors facing the street needs to be replaced. Wood or MDF beaded ceiling available today is for interior application, not meant for exterior application. Only beaded ceiling for exterior exposed to weather is either PVC or cement board.
- New roof: current roof is black painted standing seam just like the house. It will be replaced to match the new roof on the house.
- New gutters: necessary to remove gutters to replace the roof and paint trim. New gutters will match the new gutters on the house.

#### Driveway retaining wall on White Post Rd in front of garage:

- The retaining wall, about 2.5 feet high, is made of railroad ties that have rotted. Will replace with stacked stone with proper drainage and support.

**CHECK LIST FOR CERTIFICATE OF APPROPRIATENESS**

Clarke County Historic Preservation Commission, Exterior alterations house and garage at  
213 Berrys Ferry Rd., White Post  
July 15, 2024

- X 1. HEIGHT, PROPORTION AND SCALE: Not applicable.
- X 2. BUILDING ORIENTATION AND SPACING: Not applicable.
- Yes 3. OPENINGS AND ENTRANCES: At a site visit on July 12, the applicant indicated that she wanted to enclose a modern window opening on the front gable end of the garage. This single sash was installed by the previous owner in the 1990s. The window opening allows water to penetrate the building and drip down on the sliding garage doors. Since it is not a historic feature, the window can be removed and sided over.
- Yes 4. MATERIALS AND TEXTURE: The applicant proposes replacing the current standing-seam metal roofs on the house and garage with ones of new pre-painted material that matches the existing; to repair the gutters or replace with like ones (does not specify if they are half round); replace the current storm windows on the main house with ones that match the current ones exactly; and repaint the exterior of the house with same color and materials. While this is new material, it will match the existing.
- Yes 5. COLOR: The colors indicated (for the roof and the exterior walls) will match what is currently there now. The trim will also be repainted to match the current colors. This will maintain the visual appearance of the buildings.
- Yes 6. BUILDING DETAILS: By replacing with exact configuration and color, the buildings details will be retained on the main house. For the garage, the replacement of the tongue-and-groove-wood siding can be replaced with an exterior-grade wood that has the same/similar profile as the existing vertically grooved boards. This then can be painted/stained the same color as is currently on the structure. The application states that the roof and gutters on both the main house and garage will be replaced with like material and design. Additionally, the storm windows on the main house will be replaced with new ones that match the existing ones. This proposed work will maintain the visual appearance of the buildings.
- Yes 7. ROOFS: The failing metal roofs will be replaced with new pre-painted-standing-seam metal ones. The pan widths on the roofs on the new roof should match the existing ones as close as possible. No ridge vent should be installed. This proposed work will maintain the visual appearance of the buildings.
- Yes 8. SITE DESIGN AND LANDSCAPE ELEMENTS: A low retaining wall made of railroad ties that is located near the front of the house and which was installed by the previous owners, has rotted and needs to be replaced. The application wants to replace it with a stacked stone wall in the same location and height that will be structurally sound and more historically appropriate to the surroundings.

**Approval** of the Certificate of Appropriateness is recommended, as this design fulfills all the six applicable criteria outlined in the Zoning Permit Application CA 24-03. The Executive Committee is considering everything except for the new roofs, which must come before the full HPC with a Public Hearing.

Respectfully submitted,



Maral S. Kalbian, Architectural Historian

\*\*\*\*\*ACTION\*\*\*\*\* The HPC Executive Committee approved in-part on 7/17/24. Storm windows, painting, siding, retaining wall, and gutters approved by Executive Committee. The other work, classified as major alterations is scheduled for review by the full HPC on 8/7/24.