

CLARKE COUNTY
Conservation Easement Authority
Minutes – 21 December 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 21 December 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, P. Engel, M. Jones, W. Thomas, G. Ohrstrom, B. Byrd (arr. 10:15)
Absent: R. Bacon
Staff: A. Teetor, Robin Couch-Cardillo
Agenda On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Ohrstrom, seconded by Ms. Thomas, the Authority unanimously voted to approve the minutes of November 16, 2017.

Bank Account: Ms. Teetor went over the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$249,942 consisting of \$62,135 in the donations account, \$115,949 in stewardship, and \$71,857 in local funds. Ms. Teetor reported that expenditures were for a preliminary appraisal for Eric Arkfeld's ALE application.

Public Relations: Ms. Cardillo reported that donations in 2017 are up to \$17,199 from 117 donors which is ahead of previous years. She has been trying to reach Mel Kohn unsuccessfully to invite him to the land conservation award ceremony as he is the 2017 awardee. Ms. Teetor will talk to Mr. Ash and Mr. Hobert to see if they have contact information for him. The end of year appeal letter will be sent out this week and features the Waite easement, describing creative ways to protect property through conservation easements. She also asked members if they had any thoughts on the potential workshops on the tax advantages of easements. Ms. Teetor suggested that an accountant from Yount, Hyde, Barbour may be available to speak at the workshop. This could be held as part of the Blue Ridge Mountain Civic Association quarterly meeting. This will be discussed more at the January meeting.

Deed of Easement template review Mr. Mitchell provided a final review of the easement template. Ms. Teetor asked Ms. Jones if she could review Mr. Mitchell's comments along with the definition section. Ms. Jones said she would and report back to the group for final approval at the January meeting.

Easement Donation/Purchase

Ms. Teetor reported that the Burgevin easement was recorded on December 13th. In addition, Arden Carroll's easement is ready to record.

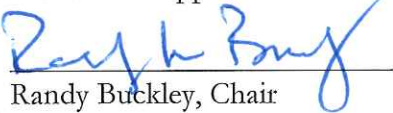
Ken Bell had applied in 2015 and was approved but has changed his request. The current application is a request for easement donation for a 23.49-acre parcel with no existing dwelling and 3 DUR's. Mr. Bell would like to place the 23.49-acre parcel in easement, retiring 2 DURs. There is a small pond and intermittent stream on the property. The parcel meets 3 of the 4 criteria, the property resource score is 53.71, it is next to an existing easement and the 2 of the 3 remaining DUR's will be retired. Points were given for 10 acres of steep slopes, frontage on an existing easement,


retiring the 2 DUR's and being owned by the Bell's for between 20 and 30 years. On motion of Mr. Ohrstrom, seconded by Ms. Jones the Authority unanimously approved the revised donation.

Other Ms. Teetor stated there is only one remaining sign and she would like to reorder. On motion of Mr. Ohrstrom, seconded by Ms. Thomas staff is authorized to order 20 additional signs using the stewardship account.

An additional discussion item was the possibility of using PEC funds to cover the cost of an appraisal for Rebecca Dillon who has a property on Kimble Road that she wished to do a DUR purchase for the remaining DUR, but they could not afford to get an appraisal. Ms. Teetor will contact the Dillon's to see if they are still interested in a DUR purchase if the appraisal cost is covered.

Adjournment There being no further business, Mr. Engel moved and Ms. Bacon seconded that the Authority adjourn to the next meeting is scheduled for Thursday December 21st at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 16 November 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 16 November 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, P. Engel, M. Jones, R. Bacon, W. Thomas
Absent: G. Ohrstrom, B. Byrd
Staff: A. Teetor, Robin Couch-Cardillo, Brandon Stidham
Agenda On motion of Ms. Thomas, seconded by Ms. Jones, the Authority unanimously approved the agenda.
Minutes On motion of Ms. Jones, seconded by Ms. Thomas, the Authority unanimously voted to approve the minutes of October 19, 2017, with minor corrections.

Bank Account: Ms. Teetor went over the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$230,157 consisting of \$57,516 in the donations account, \$115,783 in stewardship, and \$56,857 in local funds. Ms. Teetor reported that expenditures were for Ms. Cardillo's monthly fee.

Public Relations: Ms. Cardillo reported that donations in 2017 are up to \$13,629 with 3 new donors. She continues to work with the Clarke Monthly on a myths of easements article. The Winchester Star did publish an article about the upcoming cost of community services study. Ms. Cardillo has started work on the Land Conservation award. Members agreed that Mel Kohn would be a great choice for this year's award. Mr. Kohn not only donated an easement on his 50-acre property off of Ebenezer Rd. but also provided that it be donated to the County as a passive recreation park as part of his estate planning. Depending on Mr. Kohn's availability the awards luncheon will be held either at the Camino Real Restaurant in Berryville or the Millwood Country Club in January. For the year end appeal letter Ms. Cardillo suggested a story about the Waite's recent easement donation where two families worked together to preserve an historic property on the mountain. She will speak with Mr. Buckley about the specifics of the property.

Deed of Easement template review Members continued discussion about the easement template. The remaining issue is the section related to Industrial and Commercial activities. Staff provided sections from both the PEC template and VOF template. After discussion members agreed the PEC template provided a little more detail and should be considered. Staff also added suggested language to prevent large water users from locating on easement land. The proposed language would limit water withdrawals to less than 5,000 per day exclusive of watering livestock as defined by intensive livestock regulations. Also suggested was a paragraph that would identify inconsistent uses. These include events for compensation that exceed 150 persons per event for more than five events per year. Members agreed that in limited circumstances, with grantee approval, permission could be negotiated to allow additional events prior to deed recordation. In addition, members agreed to include a definition section. Staff will compile the recommended changes and present a final draft to members at the December meeting.

Easement Donation/Purchase

Ms. Teetor explained that the following easement donation applications for the Shockey's will move forward but not be recorded until 2018 for tax purposes.

a. Don Shockey has applied to the easement authority for approval of an easement donation. The property is located on the south side of Annfield Road (Route 633) approximately 3/10 mile east of the intersection with Janeville Road (Route 652) at 1819 Annfield Road. The parcel consists of 29 acres, has 1 existing house and 1 remaining DUR. The applicant wishes to retire the remaining DUR. In addition, the applicant would like to provide a no build zone fronting on Annfield Rd. Members asked if the no build area would exclude run in sheds, if existing structures could be rebuilt, or just nothing new. Staff will clarify what's intended prior to the next meeting. A site visit was conducted on November 9th. On motion of Mr. Engel, seconded by Ms. Bacon members voted to give final approval and recommend approval to the Board of Supervisors.

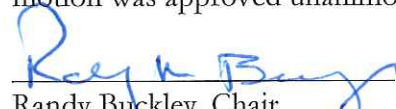
b. Don Shockey, agent, has applied to the easement authority for approval of an easement donation. The property is known locally as Callander Farm, Tax Map# 13-A-29. It is located on the north side of Annfield Road (Route 633) on the corner of Annfield Road and Janeville Rd. (Route 652) at 2224 Annfield Road. The parcel consists of 198 acres, has 2 existing houses and 4 remaining DURs. The applicant would like to retire 2 of the remaining 4 DUR's. The property is primarily open pasture with scattered woodland. A no build zone similar to the one requested for parcel 22-A-2 is included and needs clarification. The Shockey's have also requested building envelopes for the 2 remaining DUR's which will be used as tenant houses. A site visit was conducted on November 9th. On motion of Mr. Engel, seconded by Ms. Thomas members voted to give final approval and recommend approval to the Board of Supervisors.


c. Don Shockey, agent, has applied to the easement authority for approval of an easement donation. The property is known locally as Walnut Hall Farm, Tax Map# 22-A-5A. It is located on the east side of Summerville Road (Route 652) approximately 8/10-mile north of the intersection with Pyletown Road (Route 620) at 1189 Walnut Hall Lane. The parcel consists of 271 acres, has 5 existing houses and 7 remaining DURs. The property is being and has been used historically as a horse farm. It primarily open pasture with scattered woodland. In reviewing the parcel all four of the criteria have been met. The applicant would like to retire 5 of the remaining 7 DUR's; they would also like the ability to subdivide two parcels of potentially 50 acres; and provide for a no build zone. Similar questions for the no build zone require clarification. A site visit was conducted on November 9th. On motion of Ms. Jones, seconded by Ms. Bacon members voted to give final approval and recommend approval to the Board of Supervisors.

d. Stephanie Burgevin - Ms. Burgevin submitted an application for an easement donation and was given final approval in November 2016. The property is located at 721 Kennel Road approximately 7/10 south of Route 50. The parcel is identified as Tax Map# 38-A-17, consisting of 87 acres. The parcel has a couple of outbuildings but is vacant consisting of primarily pasture with scattered woods. There are 4 DURs remaining on the parcel. The applicant would like to retire 3 of the 4 DURs. A site visit was conducted on November 3, 2016. Since the original application Ms. Burgevin has waited to move forward with the easement recordation for tax purposes. In the meantime, Ms. Burgevin hired an appraiser who would not value the DUR's being retired if a 30' width access easement was not available. The current access width is 20'. As a result, Ms. Burgevin would like to change her request to retire 1 DUR and have the easement allow for the creation of 2 five acre lots, with the intent of retiring 2 additional DUR's at a later date. After discussion, on motion of Ms. Jones, seconded by Ms. Thomas members denied the request to retire 1 DUR and allow for the future subdivision of 2 five acre lots.

Adjournment There being no further business, Mr. Engel moved and Ms. Bacon seconded that the

Authority adjourn to the next meeting is scheduled for Thursday December 21st at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 19 October 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 19 October 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, P. Engel, M. Jones, R. Bacon, G. Ohrstrom
Absent: W. Thomas, B. Byrd
Staff: A. Teetor, Robin Couch-Cardillo
Agenda On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously approved the agenda.
Minutes On motion of Mr. Ohrstrom, seconded by Ms. Jones, the Authority unanimously voted to approve the minutes of September 21, 2017.

Bank Account: Ms. Teetor went over the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$230,958 consisting of \$58,305 in the donations account, \$115,795 in stewardship, and \$56,857 in local funds. Ms. Teetor reported that expenditures were for Maral Kalbian to survey Fairfield and Ms. Cardillo's monthly fee.

Public Relations: Ms. Cardillo reported that donations continue to come in and are up to \$12,129 which is tracking with previous years at this time. She reminded members that most donations come in during the end of year appeal. The fall foliage media release was updated and printed in the Star. Ms. Cardillo, Ms. Teetor, and Mr. Buckley met with Clarke Monthly editor, David Lillard and thought it was a good meeting in that Mr. Lillard was interested in publishing some articles about the Authority and was particularly interested in the annual award. Ms. Cardillo will keep him informed of potential stories. Ms. Cardillo also asked members for ideas on the award recipient for this year. Mr. Ohrstrom suggested Mr. Mel Kohn who not only donated an easement on his 50+ acres off Ebenezer Road, but also gifted the property to the County for use as a passive recreation park. Members agreed he would be a good choice. The fall newsletter is scheduled to go to the printers' tomorrow. Ms. Cardillo interviewed the Johnston's for the main story and thought it will be a good article. Finally, she asked members to start thinking about compelling reasons why donors should continue to give to the Authority for the year-end newsletter.

Deed of Easement template review Members continued discussion about the easement template. Mr. Ohrstrom provided a template and example deed developed by the Piedmont Environmental Council. Of particular interest was the commercial/industrial section. In the PEC deed there is reference to the ALE template which was not provided. Members agreed to table the discussion to the next meeting in order to have time to review the new documents.

Easement Donation/Purchase

a. Waite – Bill Waite has applied to the easement authority for approval of an easement donation. The property is located on the east side of Blue Ridge Mountain Road approximately 2 miles south of the intersection with Harry Byrd Highway (Route 7). The property is identified as Tax Map# 26-A-133, 16.9 acres, that has an existing house constructed in 1900, 18983 Blue Ridge Mtn. Rd., and 2 remaining DURs. The applicant would like to retire the 2 remaining DURs. A site visit was conducted October 18th. On motion of Mr. Engel, seconded by Ms. Bacon members voted to give final approval for the easement donation.

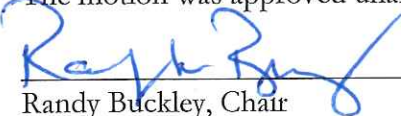
b. Don Shockey has applied to the easement authority for approval of an easement donation. The property is located on the south side of Annfield Road (Route 633) approximately 3/10 mile east of the intersection with Janeville Road (Route 652) at 1819 Annfield Road. The parcel consists of 29 acres, has 1 existing house and 1 remaining DUR. The applicant wishes to retire the remaining DUR. In reviewing the parcel three of the four of the criteria have been met. The Property Resource Score is 56.06, the one remaining DUR is being extinguished, and it is next to an existing easement. It is less than 40 acres. The property is primarily open pasture. The parcel fronts on Annfield Road a State scenic byway and it is within the groundwater recharge area. On motion of Mr. Ohrstrom, seconded by Mr. Engel members voted to give preliminary approval and schedule a site visit.

c. Don Shockey, agent, has applied to the easement authority for approval of an easement donation. The property is known locally as Callander Farm, Tax Map# 13-A-29. It is located on the north side of Annfield Road (Route 633) on the corner of Annfield Road and Janeville Rd. (Route 652) at 2224 Annfield Road. The parcel consists of 198 acres, has 2 existing houses and 4 remaining DURs. The number of DUR's to be retired is yet to be determined. The property is primarily open pasture with scattered woodland. In reviewing the parcel all four of the criteria have been met. Even without points for retiring DURs, the Property Resource Score is 84.8, as the parcel is within the Chapel Rural Historic District and includes several contributing structures, has frontage on a scenic byway, Annfield Road, is within the groundwater recharge area, is next to an existing easement, and is larger than 40 acres. On motion of Mr. Ohrstrom, seconded by Mr. Engel members voted to give preliminary approval and schedule a site visit.

d. Don Shockey, agent, has applied to the easement authority for approval of an easement donation. The property is known locally as Walnut Hall Farm, Tax Map# 22-A-5A. It is located on the east side of Summerville Road (Route 652) approximately 8/10 mile north of the intersection with Pyletown Road (Route 620) at 1189 Walnut Hall Lane. The parcel consists of 271 acres, has 5 existing houses and 7 remaining DURs. The number of DUR's to be retired is yet to be determined. The property is being and has been used historically as a horse farm. It primarily open pasture with scattered woodland. In reviewing the parcel all four of the criteria have been met. Even without points for retiring DURs, the Property Resource Score is 87.71, as the parcel is within the Chapel Rural Historic District and includes several contributing structures, has frontage on two scenic byways, Summerville Road and Annfield Road, is within the groundwater recharge area, is next to an existing easement, the other portion of Walnut Hall, and is larger than 40 acres. On motion of Mr. Ohrstrom, seconded by Mr. Engel members voted to give preliminary approval and schedule a site visit.

e. Greenhalgh – Fairfield – Ms. Teetor reported that Mr. Greenhalgh met with her after the last meeting to discuss the Authority's decision not to accept any of the applicants proposed changes. She has not heard from him since that discussion.

Adjournment There being no further business, Mr. Engel moved and Mr. Ohrstrom seconded that the Authority adjourn to the next meeting is scheduled for Thursday November 16th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 21 September 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 21 September 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: P. Engel, B. Byrd, M. Jones, R. Bacon, G. Ohrstrom
Absent: W. Thomas, R. Buckley
Staff: A. Teetor, Brandon Stidham, Robin Couch-Cardillo
Agenda On motion of Mr. Ohrstrom, seconded by Ms. Jones, the Authority unanimously approved the agenda.
Minutes On motion of Ms. Jones, seconded by Mr. Ohrstrom, the Authority unanimously voted to approve the minutes of July 20, 2017 with minor corrections.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$196,267 consisting of \$58,932 in the donations account, \$94,740 in stewardship, and \$42,595 in local funds. Ms. Teetor reported that expenditures were related to the Johnston closing, sponsorship of the County Fair and the Clarke County High School Athletics.

Public Relations: Ms. Cardillo reported that donations continue are up to \$9,779 which is better than last year at this time. She reminded members that most donations come in during the end of year appeal. The opening reception for the Wetlands Exhibit at the Barns was held September 9th. Mr. Buckley made an opening statement and several Authority members were present. In general members felt it was a good investment to provide exposure for general conservation. Ms. Cardillo is also working on a revision of the fall foliage media release that details places of interest to picnic and enjoy fall in Clarke County. It was not picked up last year but she is hopeful that it will be this year. She stated that removing lapsed donors from the list on the newsletter prompted 3 responses from persons donating and wanting their name returned to the list. Ms. Cardillo also asked members to start thinking about 2018 Land Conservation Award. She also asked members for ideas regarding stories for the fall newsletter. With the upcoming election, members suggested interviewing candidates about their position on conservation. Ms. Cardillo will send a request out to the current candidates and see if there is any response.

Deed of Easement template review Ms. Teetor reported that she had met with Mr. Mitchell to review the deed template and address policy questions that members had posed at the last meeting. Most changes Mr. Mitchell suggested were grammatical or format related. Members reviewed the additional policy issues. The main issue involves the industrial and commercial activity section. Mr. Stidham suggested reviewing the special uses allowed in AOC and FOC zoning districts to determine if excluding certain uses could be eliminated from eased properties. Mr. Ohrstrom suggested looking at the PEC template to see how they handled industrial and commercial uses. On motion of Mr. Ohrstrom, seconded by Ms. Bacon, members voted to table the discussion until the next meeting.


Easement Donation/Purchase

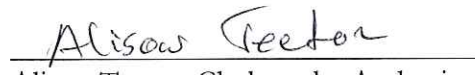
a. Waite – Bill Waite has applied to the easement authority for approval of an easement donation. The property is located on the east side of Blue Ridge Mountain Road approximately 2 miles south of the intersection with Harry Byrd Highway (Route 7). The property is identified as Tax Map# 26-A-133, 16.9 acres, that has an existing house constructed in 1900, 18983 Blue Ridge Mtn. Rd., and 2 remaining DURs. The applicant would like to retire the 2 remaining DURs. The property meets 2 of the 4 criteria. The property resource score is 55.4. The applicant would retire the two remaining DURs. It is not next to an existing easement and it is less than 40 acres. Points were given for retiring 2 DURs, having frontage on the Blue Ridge Mtn. Rd. a state designated scenic byway, having 4 acres of slope > 25%, and having a house which is a contributing structure in the Bears Den Rural Historic District. On motion of Mr. Ohrstrom, seconded by Ms. Jones members voted to give preliminary approval and schedule a site visit.

b. Carroll - Arden Carroll applied to the easement authority for approval of an easement donation. The property is located on the west side of Old Chapel Road approximately 4/10 of a mile south of the intersection with Browntown Road. The property currently consists of two parcels Tax Map# 21-A-46, 10.47 acres, that has an existing house constructed in 1900 and 0 DURs, and Tax Map# 21-A-46A, 8.1 acres, vacant, with 1 DUR. A site visit was conducted on July 11th. Originally the applicant had indicated she would merge the 2 parcels but after discussion with staff she asked if she could retire the DUR on the 8-acre parcel and not merge the 2 pieces. On motion of Mr. Ohrstrom, seconded by Ms. Jones members voted to deny the request to retire the DUR on the 8-acre piece unless it was merged.

c. Greenhalgh – Fairfield – Ms. Teetor reported that Mr. Greenhalgh has submitted an application for a DUR purchase on Fairfield. The property is located on the east side of Lord Fairfax Highway (Route 34) approximately 1-mile south of the West Virginia line. The parcel is identified as Tax Map# 9-3-1B and consists of 35.87 acres, with 4 exemptions and 2 DURs. Ms. Teetor reported that she has met several times with Mr. Greenhalgh to review the draft deed. She provided a summary of the changes the Greenhalghs wanted to make. After reviewing the requested changes, on motion of Ms. Ohrstrom, seconded by Ms. Jones, members voted to accept the original deed of easement and not accept any changes proposed by the applicant.

Adjournment There being no further business, Mr. Ohrstrom moved and Ms. Jones seconded that the Authority adjourn to the next meeting is scheduled for Thursday October 19th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 20 July 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 20 July 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, W. Thomas, M. Jones, L. Wallace, G. Ohrstrom, P. Engel
Absent: B. Byrd
Staff: A. Teetor, Brandon Stidham
Agenda On motion of Ms. Wallace, seconded by Ms. Jones, the Authority unanimously approved the agenda.
Minutes On motion of Ms. Jones, seconded by Mr. Ohrstrom, the Authority unanimously voted to approve the minutes of June 29, 2017 with minor corrections.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$231,771 consisting of \$63,346 in the donations account, \$96,542 in stewardship, and \$71,883 in local funds. Ms. Teetor reported that funds were appropriated for the DUR purchase of Fairfield at the Board meeting yesterday. In addition the Johnston easement should be recorded next month. She asked members if it would be helpful to have Brenda Bennett attend the next meeting to go over the spreadsheets and provide an explanation that would help in understanding the information. Members agreed this would be helpful and directed staff to invite Ms. Bennett to a future meeting.

Public Relations: Ms. Cardillo was not present but provided a report in the packet. Donations continue to trickle in stating that \$8,494 has been donated by 78 donors to date. At the last meeting, Ms. Cardillo then discussed reaching out to the Economic Development Advisory Committee. Mr. Ohrstrom spoke to the Chair, John Milleson, and stated that Mr. Milleson said the committee would probably start working in January, but would be open to including the Authority in their discussions. Ms. Cardillo is currently working on the summer newsletter; members agreed a story about the Bowen's who placed land in easement last February might be a good story. Ms. Cardillo also followed up on her idea of having coffee with supporters. She sent an email to Mr. Buckley with approximately 15 names of persons that could be invited. Mr. Buckley stated that it looked like a good opportunity to engage donors to get feedback and potentially new ideas. Ms. Cardillo intends to initiate the coffees in September. Other public relations topics included sponsorship of the Fair and School sports. On motion of Ms. Jones, seconded by Mr. Ohrstrom members approved purchasing \$400 package from the Fair which provides placing 2 banners on the fairgrounds, Facebook mentions and PA mentions during the Fair. On motion of Ms. Wallace seconded by Mr. Ohrstrom members approved purchasing the \$1,000 sponsorship for the sporting events which provides for banner display at all sporting events throughout the year. On motion of Mr. Engel, seconded by Mr. Ohrstrom members authorized staff to purchase an additional banner.

Deed of Easement template review Ms. Jones had generously agreed to review the current deed template and compare to the current Virginia Outdoors Foundation template. She presented her suggested changes and members discussed inserting new sections relating to alternative energy, and buildings and structures. After a lengthy discussion, members directed staff to work with Mr. Mitchell to review the proposed changes and report back to the Authority at the next meeting.

Easement Donation/Purchase

a. Carroll - Arden Carroll has applied to the easement authority for approval of an easement donation. The property is located on the west side of Old Chapel Road approximately 4/10 of a mile south of the intersection with Browntown Road. The property currently consists of two parcels Tax Map# 21-A-46, 10.47 acres, that has an existing house constructed in 1900 and 0 DURs, and Tax Map# 21-A-46A, 8.1 acres, vacant, with 1 DUR. A site visit was conducted on July 11th. On motion of Ms. Wallace, seconded by Mr. Engel the Authority gave final approval for the easement donation but asked staff to make sure the applicant understands there is a purchase option.

b. Armbrust - Linda Armbrust has applied to the easement authority for approval of an easement donation. The parcel consists of 18.9 acres located on the north side of Pyletown Road (Route 620) just east of her property located at 1886 Pyletown Road approximately 1.8 miles west of the intersection of Pyletown Road and Route 340. The property has two (2) unused Dwelling Unit Rights (DUR)s, and is vacant. The applicant would like to retire one DUR. A site visit was conducted on July 11th. On motion of Ms. Wallace, seconded by Mr. Engel the Authority gave final approval for the easement donation.

c. Greenhalgh – Fairfield – Ms. Teetor reported that Mr. Greenhalgh has submitted an application for a DUR purchase on Fairfield. The property is located on the east side of Lord Fairfax Highway (Route 34) approximately 1 mile south of the West Virginia line. The parcel is identified as Tax Map# 9-3-1B and consists of 35.87 acres, with 4 exemptions and 2 DURs. Ms. Teetor reported that she met with Mr. Greenhalgh to review the draft deed. In addition, Ms. Teetor asked Ms. Kalbian to review the deed to insure that the historic resources were properly described.

Report on Applications for Easement Purchase

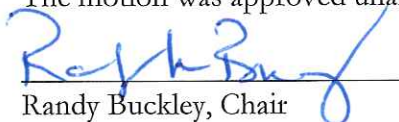
On motion of Mr. Engel, seconded by Ms. Thomas the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously approved reconvening in Open Session. Mr. Engel moved, seconded by Ms. Thomas, to certify that to the best of the member’s knowledge:

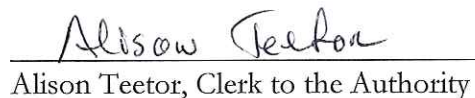
- (i) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (ii) only such public business matters as were identified in the motion by which the Closed meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Ms. Byrd	Absent	Ms. Wallace	Aye	Mr. Buckley	Aye
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Ohrstrom	Aye
Ms. Jones	Aye				

There no action was taken subsequent to the Closed Session.

Adjournment There being no further business, Mr. Ohrstrom moved and Ms. Thomas seconded that the Authority adjourn to the next meeting is scheduled for Thursday August 17th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 29 June 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 29 June 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, W. Thomas, M. Jones, L. Wallace, G. Ohrstrom
Absent: B. Byrd, P. Engel
Staff: A. Teetor, R. Couch Cardillo

Agenda On motion of Mr. Ohrstrom, seconded by Ms. Wallace, the Authority unanimously approved the agenda with the addition of a new easement donation application from Linda Armbrust.

Minutes On motion of Ms. Thomas, seconded by Ms. Jones, the Authority unanimously voted to approve the minutes of May 25, 2017.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$234,440 consisting of \$65,643 in the donations account, \$96,542 in stewardship, and \$72,256 in local funds. No expenses were incurred in June.

Public Relations: Ms. Cardillo updated members on the number of donations in 2017 stating that \$7,174 has been donated by 66 donors to date. Regarding the Donor Reception, she felt everyone had a good time. Members agreed and added that the craft beer was a great addition. Ms. Jones reported that one person was disappointed that there was not an auction for individual flowers. Members agreed that auctioning in bulk or by silent auction was easier and not as time consuming. Ms. Cardillo then discussed the recent Winchester Star article regarding the Economic Development Advisory Committee initiative. She asked members if they thought the Authority should reach out to the Chair, John Milleson, to see if they would be interested in having the Authority as a resource to discuss the land conservation mission. Mr. Ohrstrom agreed to reach out to Mr. Milleson. Another outreach idea was to sit down with David Lillard, editor of the Observer to establish a communication channel again utilizing the Authority as a resource for information on land conservation. Mr. Ohrstrom will ask Mr. Lillard if he would like to meet with a couple of members over coffee, as Mr. Lillard works for the Downstream Project.

Discussion

Report on Easement Inspections Ms. Teetor reported that the summer interns have been conducting inspections since May. A report detailing their progress is included in the packet. They estimate that they will complete the inspections by the end of July.

Easement Donation/Purchase

a. Arden - Frances Arden has applied to the easement authority for approval of an easement donation. The property is located on the west side of Old Chapel Road approximately 4/10 of a mile south of the intersection with Browntown Road. The property currently consists of two parcels Tax Map# 21-A-46, 10.47 acres, that has an existing house constructed in 1900 and 0 DURs, and Tax Map# 21-A-46A, 8.1 acres, vacant, with 1 DUR. The applicant proposes to merge the 2 parcels and retire the 1

remaining DUR. The property meets 2 of the 4 criteria. The property resource score is 55.5. The applicant would retire the remaining DUR. It is not next to an existing easement and it is less than 40 acres. Points were given for retiring 1 DUR, have frontage on the railroad, being within the Prospect Hill Spring drainage basin, and having a structure that is potentially contributing to a rural historic district. On motion of Mr. Ohrstrom, seconded by Ms. Thomas the Authority gave preliminary approval and asked staff to schedule a site visit.

b. Arkfeld - Eric Arkfeld, owner Opequon Cattle Company has applied to the easement authority for approval of an easement purchase using grant funds. The property is located at the very northwest tip of the County in the 2,500 block of Swinley Road. The property is identified by Tax Map# 1-A-1. It is vacant and consists of 154 acres with 5 DUR's. The primary use is for grazing and hay production. The applicant proposes to retire 4 of the 5 remaining DURs. The property meets all of the 4 criteria. The property resource score is 68.29. The applicant would retire 4 of the 5 remaining DURs. It is next to 2 existing easements and it is more than 40 acres. Points were given for retiring 4 DURs, and having frontage on the Opequon Creek. Potential grant opportunities include ALE (formally FRPP) federal, and the Virginia Land Conservation Fund (state). Although this is a desirable property it may be weak for the grant applications as typically ALE requires 50% important farmland soils and this property only has 13%. On motion of Ms. Wallace, seconded by Ms. Thomas members gave preliminary approval and authorized staff to apply for the grants. A site visit will be completed if grants are approved.

c. Estep - Marilyn Estep has applied for an easement donation. The property is located on the south side of Briggs Road approximately 4/10 of a mile east of the intersection with Bishop Meade Road. The parcel is identified as Tax Map# 22-A-42 and consists of 29 acres, with 1 existing house and 2 DURs. The property meets 3 of the 4 criteria. The property resource score is 68.36. The applicant would retire both of the remaining DUR's. It is next to an existing easement. It is under 40 acres. Points were given for retiring 2 DURs, have frontage on a perennial stream, Chapel Run, and the property has been in the family for more than 50 years. On motion of Ms. Wallace, seconded by Mr. Ohrstrom the Authority gave final approval and asked staff to see if the applicant would consider keeping 1 DUR.

d. Elrod - Application for Easement Donation – Warrick & Andrea Elrod have applied for an easement donation. The property is located on the south side of Harry Byrd Highway (Route 7) at 420 Rock Hall Farm Lane. The parcel is identified as Tax Map# 6-A-27 and consists of 78.65 acres, with 1 existing dwelling and 1 DUR. The applicant would retain the remaining DUR and would like to subdivide one lot of approximately 15 acres. Staff reported that Mr. Elrod is obtaining an appraisal and is planning to move forward with the easement.

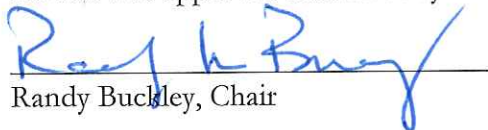
e. Desrosiers/Eagley – Ms. Teetor reported that Mr. Desrosiers called and stated that the tax benefits for donating an easement were not as much as he had anticipated and he withdrew their application.


f. Greenhalgh – Fairfield – Ms. Teetor reported that Mr. Greenhalgh has submitted an application for a DUR purchase on Fairfield. The property is located on the east side of Lord Fairfax Highway (Route 34) approximately 1 mile south of the West Virginia line. The parcel is identified as Tax Map# 9-3-1B and consists of 35.87 acres, with 4 exemptions and 2 DURs. As the property did not sell at auction, Mr. Greenhalgh called and stated that he would like to come in to discuss the terms of the draft deed.

g. Armbrust - Linda Armbrust has applied to the easement authority for approval of an easement donation. The parcel consists of 18.9 acres located on the north side of Pyletown Road (Route 620) just east of her property located at 1886 Pyletown Road approximately 1.8 miles west of the intersection of Pyletown Road and Route 340. The property has two (2) unused Dwelling Unit Rights (DUR)s, and is vacant. The applicant would like to retire one DUR. In reviewing the parcel, at three of 4 criteria have been met. The Property Resource Score is 66.93, one DUR is being extinguished, it is next to an existing easement, it is less than 40 acres in size. The parcel is open pasture and used for grazing and hay production. It is within the groundwater recharge area and the Prospect Hill Spring drainage. The parcel has frontage on Pyletown Road, a State scenic byway for 900'. The parcel is within the Chapel Rural Historic District. On motion of Mr. Ohrstrom, seconded by Ms. Thomas members gave preliminary approval for the donation and asked staff to schedule a site visit.

Other Ms. Wallace stated that due to family obligations in various parts of the US she is resigning her position on the Authority effective after the July meeting. Members expressed their regret at having her leave and thanked her for her tremendous contribution to the Authority.

Adjournment There being no further business, Mr. Ohrstrom moved and Ms. Thomas seconded that the Authority adjourn to the next meeting is scheduled for Thursday July 20th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 25 May 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 25 May 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, W. Thomas, P. Engel, M. Jones
Absent: B. Byrd, L. Wallace, G. Ohrstrom
Staff: A. Teetor, B. Stidham, R. Couch Cardillo

Agenda On motion of Ms. Thomas, seconded by Ms. Jones, the Authority unanimously approved the agenda.

Minutes On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously voted to approve the minutes of April 20, 2017 with corrections.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$234,599 consisting of \$66,051 in the donations account, \$96,542 in stewardship, and \$72,006 in local funds. Ms. Teetor pointed out that Ms. Bennett, accountant with joint administrative services, has identified an additional \$86,950 that was awarded by VDACS for FY17. Ms. Teetor then told the members that she and Mr. Stidham had met with the finance committee May 8th to go over the purchase applications and identify funding options. The committee agreed to recommend approval of an appropriation for Fairfield Farm but wanted to wait until the applicant was absolutely certain that they want to move forward with placing the property in easement. In addition, Mr. Judge suggested that applicants may have to wait until grant funds are available as match. Ms. Teetor asked that the Board provide guidance as to how much funding would be available and on what time frame. Mr. Weiss agreed that the Board should have a discussion on how the Authority would be funded in the future.

Public Relations: Ms. Cardillo updated members on the number of donations in 2017 stating that \$5,164 has been donated by 59 donors to date. She also told members that 5 new donors sent checks. She suggested that Mr. Buckley send a card welcoming the new donors. Ms. Cardillo also updated members on the plans for the 8th annual donor reception to be held June 24th at Camden. Both recent donors and easement donors will be invited. A craft beer tasting will be added to the event. She also told members that she and Ms. Teetor had met with the organizers of the Wetlands exhibit to be held at the Barns of Rose Hill on September 9th. The Authority agreed to provide a \$500 sponsorship which will provide a great opportunity to promote conservation. Regarding media outreach members discussed the fishing weir investigation that the Historic Preservation Commission had requested match funding from the Authority. Ms. Teetor stated that a state grant through the Threatened Sited program at DHR can be used to match the CLG grant so the Authority's contribution can drop from \$3,000 to \$1,000. Regarding the Cost of Community Services Study, the AIFD grant was approved but Weldon Cooper has taken on a large project and cannot complete the study at this time. Ms. Teetor will continue to try to get on their schedule. Ms. Cardillo then presented a new idea regarding a database for tracking donors. She stated that currently the donations are maintained in excel, but this database has limitations for querying and extracting detailed information on giving patterns. She asked if the Authority would be willing to pay a monthly fee to have access to a program that has these capabilities. Members discussed the

idea and asked Ms. Cardillo to see if a program could be purchased rather than paying monthly. Mr. Stidham asked if the County program, MUNIS, might be an option. Additional research will be conducted prior to the next meeting.

Discussion

Deed of Easement template Ms. Teetor reported that Ms. Jones had kindly agreed to review the Authorities current deed template and compare it to the current Virginia Outdoors Foundation (VOF) template. A copy of each template was provided to members with notes and recommendations from Ms. Jones. One of the items of concern is how to regulate agricultural businesses such as wineries. Mr. Stidham asked if the group would be interested in reviewing the newly amended Zoning Regulations pertaining to agricultural business uses and the wireless communication facilities. Members agreed that would be helpful. After discussion members asked if Ms. Jones would be willing to work with Mr. Ohrstrom and Ms. Teetor to create a draft template with recommendations for the Authority to consider. Once the draft has met with Authority approval it will be reviewed by Mr. Mitchell prior to review and approval by the Board of Supervisors. A meeting will be scheduled with Mr. Ohrstrom, Ms. Jones, and Ms. Teetor prior to the next meeting.

Easement Donation/Purchase

a. Marilyn Estep has applied for an easement donation. The property is located on the south side of Briggs Road approximately 4/10 of a mile east of the intersection with Bishop Meade Road. The parcel is identified as Tax Map# 22-A-42 and consists of 29 acres, with 1 existing house and 2 DURs. The property meets 3 of the 4 criteria. The property resource score is 68.36. The applicant would retire both of the remaining DUR's. It is next to an existing easement. It is under 40 acres. Points were given for retiring 2 DURs, have frontage on a perennial stream, Chapel Run, and the property has been in the family for more than 50 years. On motion of Mr. Engel, seconded by Ms. Jones the Authority gave preliminary approval and asked staff to schedule a site visit.

b. Elrod - Application for Easement Donation – Warrick & Andrea Elrod have applied for an easement donation. The property is located on the south side of Harry Byrd Highway (Route 7) at 420 Rock Hall Farm Lane. The parcel is identified as Tax Map# 6-A-27 and consists of 78.65 acres, with 1 existing dwelling and 1 DUR. The applicant would retain the remaining DUR and would like to subdivide one lot of approximately 15 acres. A site visit was conducted May 2nd. On motion of Mr. Engel, seconded by Ms. Thomas members gave final approval for the easement donation.

c. Desrosiers/Eagley – Matt Desrosiers and Lisa Eagley have applied for an easement donation. The property is located on the east side of Bishop Meade Road approximately 1.2 miles south of the intersection with Lord Fairfax Highway (Route 34). The parcel is identified as Tax Map# 22-A-122A and consists of 30 acres, with 1 existing dwelling and 2 DURs. A site visit was conducted May 2nd. On motion of Ms. Thomas, seconded by Mr. Engel members gave final approval for the easement donation.

d. Greenhalgh – Fairfield – Ms. Teetor reported that Mr. Greenhalgh has submitted an application for a DUR purchase on Fairfield. The property is located on the east side of Lord Fairfax Highway (Route 34) approximately 1 mile south of the West Virginia line. The parcel is identified as Tax Map# 9-3-1B and consists of 35.87 acres, with 4 exemptions and 2 DURs. As it involves a purchase offer the application will be discussed further in closed session.

Report on Applications for Easement Purchase

On motion of Mr. Engel, seconded by Ms. Thomas the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Engel, seconded by Ms. Thomas, the Authority unanimously approved reconvening in Open Session. Mr. Engel moved, seconded by Ms. Thomas, to certify that to the best of the member's knowledge:

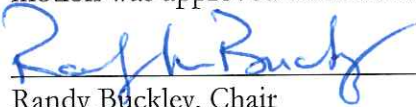
- (i) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (ii) only such public business matters as were identified in the motion by which the Closed meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:


Ms. Byrd	Absent	Ms. Wallace	Absent	Mr. Buckley	Aye
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Ohrstrom	Absent
Ms. Jones	Aye				

The following action was taken subsequent to the Closed Session:

On motion of Mr. Engel, seconded by Ms. Jones, the Authority unanimously voted to give final approval to George Greenhalgh for a DUR purchase on the parcel identified by Tax Map# 9-3-1B, locally known as Fairfield for the DUR purchase offer to \$40,000/DUR pending receipt of income information.

Adjournment There being no further business, Mr. Engel moved and Ms. Thomas seconded that the Authority adjourn to the next meeting is scheduled for Thursday June 29th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 20 April 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 20 April 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, W. Thomas, P. Engel, L. Wallace, G. Ohrstrom
Absent: B. Byrd, M. Jones
Staff: A. Teetor, B. Stidham, R. Couch Cardillo
Others: Maral Kalbian

Agenda On motion of Ms. Wallace, seconded by Ms. Thomas, the Authority unanimously approved the agenda as amended to include a discussion of a CLG grant match under 3, and 2 additional easement applications.

Minutes On motion of Ms. Thomas, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes of March 16, 2017.

Request for CLG grant application match – Maral Kalbian, Architectural Historian was present to explain the request. The Clarke County Historic Preservation Commission is applying for a Certified Local Government (CLG) grant through the Department of Historic Resources in order to conduct an archeological survey of the Fish Weirs in the Shenandoah River. Fish Weirs are V shaped structures placed wholly or partially across a river, to direct the passage of fish in order to trap them. Several have been identified in the Shenandoah River in Clarke County. Weirs were believed to have been constructed by Native Americans several thousand years ago. Not much is known about these structures and so the grant funds would be used to conduct research to give us more information about this method of fish trapping, but also the importance of fish to hunter-gatherer societies and at least a glimmer of light into the "traditional ways of life". This is important as they are threatened sites, under-studied, and this research could lead to a state-wide survey and a National Register Nomination that will help protect and gain understanding about the importance of these structures. The project cost is estimated at \$17,000 which includes a required \$6,000 match. Ms. Kalbian is requesting a portion of the match from the Easement Authority. On motion of Mr. Ohrstrom, seconded Ms. Thomas members approved a \$3,000 match to be drawn from the stewardship fund. Mr. Ohrstrom suggested that additional match could be obtained from the Piedmont Environmental Council

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$232,731 consisting of \$66,757 in the donations account, \$96,542 in stewardship, and \$69,433 in local funds. Ms. Teetor discussed the content of the spreadsheets, stating that the balances reflect reimbursement requests received from VDACS and other grants. Members still had concerns that it is difficult to determine exactly how much money is available. Ms. Teetor will ask the finance department if another format could be developed.

Public Relations: Ms. Cardillo updated members on the success of the winter newsletter stating that nearly \$5,000 has been donated by 45 donors to date. As the last meeting Ms. Cardillo had asked if the Authority would be willing to sponsor a Wetlands exhibit. The exhibit would be at the Barns of Rosehill and includes a presentation and information about the importance of wetlands. Members had approved a \$500 sponsorship from the stewardship account. She stated that the

exhibit is planned for September 9th thru the 27th. The opening reception will be on September 9th. The spring newsletter is due to the publisher on April 24th and Ms. Cardillo stated that she had met with Page Mitchell to interview her about Saratoga last Friday. She next discussed the listing of donors on the back of the newsletter stating that many of those listed haven't given in a long time. After discussion, members agreed to list only those persons who have donated within the last 2 years. Finally Mr. Ohrstrom asked if a donor reception was planned for this summer. Members agreed to hold the reception at Camden on June 23rd.

Discussion

Summer Internship Ms. Teetor reported that a total of 5 applications for the internship position had been received. One was from out of state but the others are all local. An extremely qualified applicant had emailed Ms. Teetor stating that she had received another offer. After consulting with the Chair, Ms. Teetor offered the individual the job but the applicant subsequently declined the offer as she had taken the other job. After reviewing the remaining 3 applications, members agreed on 2 of the three and asked Ms. Teetor to offer the position to them, if either declined the 3rd applicant would be considered.

Easement Donation/Purchase

a. Barbehenn – Raymond and Michael Barbehenn have applied for an easement donation. The property is located on the west side of Blue Ridge Mountain Road approximately 2.3 miles north of Route 50. The parcel is a portion of Cabin Properties previously owned by the Smalley family. The parcel is identified as Tax Map# 40-A-4M, consisting of 100.4 acres, with 2 DURs. The property is wooded and vacant. The parcel has over ½ mile of frontage on the Appalachian Trail corridor. The parcel meets three of the four criteria; the score was 58.45 due to retiring both of the remaining DUR's, AT corridor frontage, and steep slopes. The owner would like to retire both of the remaining DURs. A site visit was conducted on April 5th. On motion of Ms. Wallace, seconded by Ms. Thomas members gave final approval for the easement donation.

b. Greenhalgh – Fairfield – Ms. Teetor reported that Mr. Greenhalgh has submitted an application for a DUR purchase on Fairfield. George Greenhalgh has applied to the easement authority for approval of a DUR purchase. The property is located on the east side of Lord Fairfax Highway (Route 34) approximately 1 mile south of the West Virginia line. The parcel is identified as Tax Map# 9-3-1B and consists of 35.87 acres, with 4 exemptions and 2 DURs. The property resource score is 81.43. The applicant would retire at least one of the remaining DUR's. The parcel is within the Long Marsh Rural Historic District and has several contributing structures and is listed individually as a National Register property. There is a perennial stream and spring and the parcel fronts on Lord Fairfax Highway (Route 340), a primary highway. The property has been in the family for more than 50 years. As it involves a purchase offer the application will be discussed further in closed session.

c. Greenhalgh – Shan Hill - Ms. Teetor reported that Mr. Greenhalgh has submitted an application for a DUR purchase on Shan Hill. George Greenhalgh has applied to the easement authority for approval of a DUR purchase. The property is located on the north side of Eilerslie Road at the intersection with Clay Hill Road at 475 Shan Hill Lane, Tax Map# 30-((A))-98. The parcel is 259 acres with 2 existing house and 6 DURs. The applicant would like to retire 3 of the 6 remaining DURs. The applicant has requested consideration for retiring 3 DURs leaving a total of 3 DURs and 2 existing houses. He would like the ability to subdivide the 259 parcel once so that the end result will be 2 parcels, each with a primary and secondary dwelling. The parcel meets all 4 criteria. The property resource score was 115.53, he retiring at least 1 DUR, it is over 40 acres, and adjacent to existing easements. The parcel has nearly ½ mile frontage on the Shenandoah River, and the two houses are contributing to the

Greenway Historic District. Additional points were given for retiring DURs, being adjacent to existing easements, being a family farm. As it involves a purchase offer the application will be discussed further in closed session.

d. Desrosiers/Eagley – Matt Desrosiers and Lisa Eagley have applied for an easement donation. The property is located on the east side of Bishop Meade Road approximately 1.2 miles south of the intersection with Lord Fairfax Highway (Route 34). The parcel is identified as Tax Map# 22-A-122A and consists of 30 acres, with 1 existing dwelling and 2 DURs. It is just south of the Westphal property. The property resource score is 66.95. The applicant would retire at least one of the remaining DUR's. The parcel is within the Chapel Rural Historic District and the house is a contributing structure. The parcel is adjacent to several eased properties and has 760' of frontage on Bishop Meade Rd. a state designated scenic byway. On motion of Mr. Ohrstrom, seconded by Mr. Engel members gave preliminary approval for the easement donation and asked staff to schedule a site visit.

e. Elrod - Application for Easement Donation – Warrick & Andrea Elrod have applied for an easement donation. The property is located on the south side of Harry Byrd Highway (Route 7) at 420 Rock Hall Farm Lane. The parcel also extends to Moose Road adjacent to the Moose Club. The parcel is identified as Tax Map# 6-A-27 and consists of 78.65 acres, with 1 existing dwelling and 1 DUR. The parcel meets 2 of the 4 criteria. The property resource score is 37.5 and the parcel is over 40 acres. The applicant would retain the remaining DUR and would like to subdivide one lot of approximately 15 acres. Points were given for the house being a contributing structure in a future historic district as it was built in 1840. On motion of Ms. Wallace, seconded by Ms. Thomas members gave preliminary approval for the easement donation and asked staff to schedule a site visit.

f. Bates Lea Farm – Chris Bates – Mr. Bates has applied to the easement authority for approval of a DUR purchase. The property is located on the east side of Stonewall Jackson Highway (Route 340/522) approximately 1.5 miles south of the Double Toll Gate. The parcel is identified as Tax Map# 35-A-1 and consists of 97 acres, with 1 existing house and 4 DURs. The property resource score is 93.23. The applicant would retire all 4 of the remaining DUR's. The parcel is adjacent to an existing easement (Brumback); and the parcel fronts on a Stonewall Jackson Route 522/340), a primary highway. The property has been in the family for more than 45 years. As it involves a purchase offer the application will be discussed further in closed session.

g. Knowles Partnership, LC – Chris Bates has applied to the easement authority for approval of a DUR purchase. The property is located on the east side of Stonewall Jackson Highway (Route 340/522) approximately 1 mile south of the Double Toll Gate. The parcel is identified as Tax Map# 27-A-18 and consists of 105 acres, with 1 existing house and 4 DURs. The property resource score is 77.91. The applicant would retire all 4 of the remaining DUR's; the house actually sits on an adjacent 1 acre parcel which would be merged into the 105 acres. The parcel is adjacent to an existing easement (Brumback); and the parcel fronts on a Stonewall Jackson Route 522/340), a primary highway. As it involves a purchase offer the application will be discussed further in closed session.

Report on Applications for Easement Purchase

On motion of Mr. Engel, seconded by Ms. Thomas the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Mr. Engel, seconded by Mr. Ohrstrom, the Authority unanimously approved reconvening in Open Session. Mr. Engel moved, seconded by Ms. Thomas, to certify that to the best of the member's knowledge:

- (i) only public business matters lawfully exempted from Open Meeting requirements under

Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
(ii) only such public business matters as were identified in the motion by which the Closed meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

Ms. Byrd	Absent	Ms. Wallace	Aye	Mr. Buckley	Aye
Mr. Engel	Aye	Ms. Thomas	Aye	Mr. Ohrstrom	Aye
Ms. Jones	Absent				

The following action was taken subsequent to the Closed Session:


On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval to George Greenhalgh for a DUR purchase on the parcel identified by Tax Map# 9-3-1B, locally known as Fairfield for the DUR purchase offer to \$40,000/DUR pending receipt of income information.

On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval to George Greenhalgh for a DUR purchase on the parcel identified by Tax Map# 30-A-98, locally known as Shan Hill for the DUR purchase offer to \$40,000/DUR pending receipt of income information and fund availability.

On motion of Mr. Ohrstrom, seconded by Mr. Engel, the Authority unanimously voted to give preliminary approval to Chris Bates for a DUR purchase on the parcel identified by Tax Map# 35-A-1, for the DUR purchase offer to \$40,000/DUR pending fund availability.

Adjournment There being no further business, Mr. Engel moved and Ms. Thomas seconded that the Authority adjourn to the next meeting is scheduled for Thursday May 18th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Tector, Clerk to the Authority

CLARKE COUNTY
Conservation Easement Authority
Minutes – 16 March 2017

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 16 March 2017, in the A/B Conference Room, 2nd Floor Government Center.

Present: R. Buckley, B. Byrd, M. Jones, W. Thomas
Absent: P. Engel, L. Wallace, G. Ohrstrom
Staff: A. Teetor, B. Stidham, R. Couch Cardillo

Agenda On motion of Ms. Jones, seconded by Ms. Thomas, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Thomas, seconded by Ms. Jones, the Authority unanimously voted to approve the minutes of January 19, 2017.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$173,197 consisting of \$65,718 in the donations account, \$96,542 in stewardship, and \$10,938 in local funds. Members asked if the spreadsheets could be modified to more accurately reflect current balances. Ms. Teetor will ask the finance department if another format could be developed.

Public Relations: Included in the packet was a memo to Ms. Cardillo from Kate Petranech asking if the Authority would be willing to sponsor a Wetlands exhibit. The exhibit would be at the Barns of Rosehill and includes a presentation and information about the importance of wetlands. In light of the recent wetlands restoration at Powhatan members agreed to sponsor the exhibit. On motion of Ms. Jones, seconded by Ms. Thomas members approved a \$500 sponsorship from the stewardship fund account. Ms. Cardillo also passed around the Winchester Star article on the Awards Luncheon. She also stated that the Spring newsletter had been mailed the main story was an interview with Mike Cassidy, owner of Cool Spring Farm that was recorded in January. Ms. Cardillo thought this would be a good article to share with other media outlets. She asked members for ideas on stories for the summer newsletter. Members suggested the Bowen's who recently recorded an easement on property near Long Branch. Another idea was to compare and contrast an older easement like the one on Saratoga with the newer smaller parcel owned by the Bowen's.

Discussion

a. Deed of Easement template review Ms. Teetor explained that she had been reviewing deed templates from other agencies and land trusts to compare with our template to see if we would want to make any changes. Ms. Teetor asked Ms. Jones if she would be available to review the documents, she said she would be happy to help. Once she has had a chance to review the documents any proposed changes would be reviewed by all members before forwarding to Bob Mitchell.

b. Summer Internship Ms. Teetor reported that she has received 4 applications for the internship position. One was from out of state but the others are all local. A decision will be made at the April meeting.

c. Sponsor ad in Fair Catalog Ms. Teetor asked if the Authority wanted to sponsor an ad in the Fair catalog again this year. After discussion on motion of Ms. Thomas, seconded by Ms.

Jones members approved a full page ad for \$90.

d. Sponsor Vault conference ad Ms. Teetor included information on the annual Virginia land trust conference. The conference focuses on Conservation Easement issues and is attended by many of the County easement program staff. VDACS offers free registration to PDR managers. After discussion on motion of Ms. Thomas, seconded by Ms. Jones members approved a \$250 sponsorship.

e. Solicitation letter adjacent property owners Ms. Teetor included an example of the letter which was mailed to property owners adjacent to recently recorded easements. Approximately 70 letters were sent. One response was received to date.

Easement Donation/Purchase

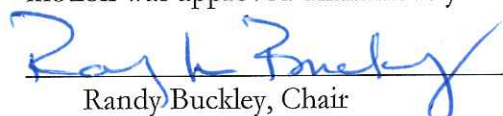
a. Barbehenn – Raymond and Michael Barbehenn have applied for an easement donation. The property is located on the west side of Blue Ridge Mountain Road approximately 2.3 miles north of Route 50. The parcel is a portion of Cabin Properties previously owned by the Smalley family. The parcel is identified as Tax Map# 40-A-4M, consisting of 100.4 acres, with 2 DURs. The property is wooded and vacant. The parcel has over ½ mile of frontage on the Appalachian Trail corridor. The parcel meets three of the four criteria; the score was 58.45 due to retiring both of the remaining DUR's, AT corridor frontage, and steep slopes. The owner would like to retire both of the remaining DURs. On motion of Ms. Jones, seconded by Ms. Thomas members gave preliminary approval with the request that the applicant consider retaining one DUR, and asked staff to schedule a site visit.


b. Dillon – Ms. Teetor reported that the Dillon's are interested in pursuing the DUR purchase and are waiting on an appraisal.

c. Bell – Mr. Bell did receive his appraisal and was not satisfied with the amount and therefore will likely not donate the easement.

d. Johnston – the Johnston's are also waiting on an appraisal before moving forward with the DUR purchase.

Adjournment There being no further business, Ms. Jones moved and Ms. Thomas seconded that the Authority adjourn to the next meeting is scheduled for Thursday April 20th at 10:00 am. The motion was approved unanimously.


Randy Buckley, Chair


Alison Teetor, Clerk to the Authority

NO FEBRUARY MEETING

CLARKE COUNTY
Conservation Easement Authority
Minutes – 19 January 2017

A regular meeting of the Conservation Easement Authority was held at 11:30 am on Thursday, 19 January 2017, at the Camino Real Restaurant, 16 Crow Street, Berryville, Virginia.

Present: R. Buckley, L. Wallace, G. Ohrstrom, B. Byrd, M. Jones, W. Thomas
Absent: P. Engel
Staff: A. Teetor, B. Stidham, R. Couch Cardillo
Others: Cathy Kuehner, Winchester Star

Call to Order: Alison Teetor, Clerk to the Easement Authority, called the meeting to order at 11:30 a.m.

Election of Chairman, Vice Chairman, and Treasurer

Ms. Teetor asked for nominations of Chairman to the Authority. Mr. Ohrstrom nominated Mr. Buckley for the position of Chairman for 2017, Ms. Thomas seconded. The Authority voted unanimously to elect Mr. Buckley as Chairman of the Authority for 2017.

Mr. Buckley asked for nominations of Vice Chairman to the Authority. Ms. Thomas nominated Mr. Ohrstrom for the position of Vice Chairman of the Authority for 2017, Ms. Wallace seconded. The Authority voted unanimously to elect Mr. Ohrstrom as Vice Chairman of the Authority for 2017.

Mr. Buckley asked for nominations of Secretary/Treasurer to the Authority. Ms. Wallace nominated Mr. Engel for the position of Secretary/Treasurer for the Authority for 2017, Mr. Ohrstrom seconded. The Authority voted unanimously to elect Mr. Engel as Secretary/Treasurer of the Authority for 2017.

Agenda On motion of Ms. Wallace, seconded by Mr. Ohrstrom, the Authority unanimously approved the agenda.

Minutes On motion of Ms. Wallace, seconded by Mr. Ohrstrom, the Authority unanimously voted to approve the minutes of December 14, 2016, with corrections.

Bank Account: Ms. Teetor handed out the spreadsheets and reviewed the expenditures. Current fund balances show a total fund balance of \$164,439 consisting of \$49,285 in the donations account, \$96,542 in stewardship, and \$18,612 in local funds. Funds were spent on the Susan Digges closing which occurred December 29, 2016.

Public Relations: Ms. Cardillo provided an update on the donations to date; this reflects the year end appeal, for a total of 164 donors contributing \$24,778 in 2016, of that amount the year-end appeal netted \$15,665 from 48 donors. The annual Conservation Award will follow this meeting. Ms. Cardillo also stated that she is distributing the notecards to area businesses. She also asked members for suggestions on a person to profile for the winter newsletter. Mr. Ohrstrom suggested William Bowen who is placing a 20 acre parcel in easement later this month.

Easement Donation/Purchase

No new applications

Report on Applications for Easement Purchase

On motion of Ms. Wallace, seconded by Ms. Thomas the Authority unanimously approved going into Closed Session pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property. On motion of Ms. Wallace, seconded by Ms. Thomas, the Authority unanimously approved reconvening in Open Session. Ms. Wallace moved, seconded by Ms. Thomas, to certify that to the best of the member's knowledge:

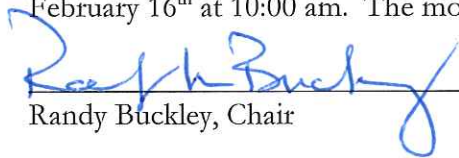
- (i) only public business matters lawfully exempted from Open Meeting requirements under Chapter 2.2-3700, et sec., of the Code of Virginia, as amended, pursuant to Section 2.2-3711-A3 of the Code of Virginia, as amended, to discuss the Acquisition or Sale of Property, and
- (ii) only such public business matters as were identified in the motion by which the Closed meeting was convened were heard, discussed, and considered in the meeting by the Authority. The vote on the above motion was:

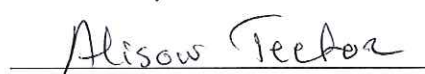
Ms. Byrd	Aye	Ms. Wallace	Aye	Mr. Buckley	Aye
Mr. Engel	Absent	Ms. Thomas	Aye	Mr. Ohrstrom	Aye
Ms. Jones	Aye				

The following action was taken subsequent to the Closed Session:

On motion of Mr. Ohrstrom, seconded by Ms. Jones, the Authority unanimously voted to give final approval to Neal and Rebecca Dillon for a DUR purchase on the parcel identified by Tax Map# 8-A-9 for the DUR purchase offer to \$25,000/DUR pending receipt of income information.

Adjournment There being no further business, Ms. Jones moved and Mr. Ohrstrom seconded that the Authority adjourn to the awards ceremony. The next meeting is scheduled for Thursday February 16th at 10:00 am. The motion was approved unanimously.


 Randy Buckley, Chair


 Alison Teetor, Clerk to the Authority