

CLARKE COUNTY
HISTORIC PRESERVATION COMMISSION
Minutes – 20 January 2016

A regular meeting of the Historic Preservation Commission was held at the Town/County Government Center, 101 Chalmers Court, Berryville, Virginia on 20 January 2016 at 4:00 p.m.

Present: Betsy Arnett, Jon Joyce, Doug Kruhm, Robin York, and Anne Caldwell

Absent: Page Carter, Bob Stieg

Staff: Alison Teetor, *County Natural Resource Planner*, Brandon Stidham, *Planning Director*, and Maral Kalbian, *County Architectural Historian*

Election of Officers Ms. Teetor opened the floor for nominations for Chair. With nomination by Mr. York, seconded by Ms. Caldwell, Ms. Arnett was elected Chair (Yes – York, Caldwell, Kruhm, Joyce). Ms. Arnett assumed the gavel. With nomination by Ms. Caldwell, seconded by Mr. York, Ms. Carter was elected Vice-Chair (Yes – Arnett, York, Kruhm, Joyce, Caldwell).

Approval of Agenda On motion by Ms. Caldwell, seconded by Mr. Kruhm, the agenda was unanimously approved.

Schedule of Meetings for 2016 After discussion the schedule of meetings for 2016 was accepted as presented.

Approval of Minutes On motion by Mr. York, seconded by Ms. Caldwell, the minutes of November 18, 2015 were approved with corrections.

Report of the Chair No report.

Work Plan for 2016 Ms. Arnett suggested that the Commission establish a work plan for the coming year. She asked commissioners for suggested projects, stating that she thought addressing the problem of demolition by neglect would be something she would be interested in pursuing. Mr. Kruhm suggested that the Commission develop a strategy to address the issue, starting with an inventory of abandoned structures. Ms. Kalbian stated that she had begun working on the inventory as discussed at the last meeting. Mr. Kruhm suggested that another step could be applying for funding to assist property owners with mothballing or restoration. Ms. Arnett stated that other communities have developed successful programs to address this issue. One example is Preservation of Historic Winchester, a non-profit organization that established the W. Raymond Jennings Fund as a vehicle for purchasing neglected or threatened historic buildings and reselling them, after adding protective covenants and/or easements. Members asked staff to request a representative from the PHW attend the next meeting to share their approach.

Another suggested project was to identify training opportunities for HPC members. Ms. Arnett stated that she often attended the annual Preservation Virginia Conference because DHR would offer training opportunities at no charge. She also reminded members that part of the requirements for being a certified local government (CLG) was that members of the HPC receive periodic training. She suggested that the Commission could encourage DHR to reestablish that option. Ms. Kalbian mentioned that she used to provide training and could again as another opportunity.

Status of recent Certificate of Appropriateness actions Ms. Teetor reported that there were no new applications but she did receive a call regarding the house located at 272 Berry's Ferry Road in White Post. The property recently sold and the new owner was asking about requirements for renovation or

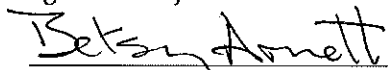
demolition of an accessory structure in the back yard. The structure is a contributing structure in the White Post Historic District. Ms. Teetor explained that it is an odd case as the regulations for demolition don't distinguish primary from secondary structures so technically the property owner would have to list the property for sale. She further described that the property owner had not submitted an application and would probably renovate the structure for use as an art studio.


Report of the Architectural Historian Ms. Kalbian reported that as stated earlier she has been working on a list of the houses in jeopardy of being demolished. She also is working on getting the updated VCRIS listing for 140 White Post Road, the house approved for demolition last November. She also met with representatives from Long Branch regarding window repair. She will be scheduling a site visit and making recommendations in the next few weeks.

CLG/other grant projects Ms. Kalbian reported that final approvals have been received for the Hurricane Sandy grant funding for the Greenway Court restoration. A pre-bid meeting is scheduled for January 26th at 3:00pm. Ms. Teetor stated that she had a phone conversation with Adam Foster and the H.O. Peet Foundation requesting funding for the podcast. Mr. Foster seemed very receptive and requested a written application for funding. A letter was sent in early December, no response has been received to date. Members agreed that the next application for CLG funds would be for the book as requested last year.

Other Ms. Teetor reported that a request of \$3,500 will be added to the budget for the purpose of reprinting the Historic Driving Tour brochures as well as the Civil War Monument brochure. Ms. Caldwell suggested that the group may want to consider conducting site visits to historic properties. She thought it might be a good way for members to become more familiar with the County's Historic Resources. Mr. Stidham stated that while possible to do so there might be some liability to property owners as the meetings will have to be open to the public. Members agreed to discuss this further at the next meeting. Finally, Ms. Kalbian reminded members to be thinking of recipients for the annual awards in May. This also will be discussed further at the March meeting.

Adjournment On motion by Mr. Joyce, seconded by Mr. York, the Commission unanimously agreed to adjourn to the next regular meeting scheduled for March 16th at 4:00pm.


Betsy Arnett, Chair


Alison Teetor, Clerk to the Commission

CLARKE COUNTY
HISTORIC PRESERVATION COMMISSION
Minutes - 16 March 2016

A regular meeting of the Historic Preservation Commission was held at the Town/County Government Center, 101 Chalmers Court, Berryville, Virginia on 16 March 2016 at 4:00 p.m.

Present: Betsy Arnett, Page Carter, Jon Joyce, Doug Kruhm, Robin York, and Anne Caldwell

Absent: Bob Stieg

Staff: Alison Teetor, *County Natural Resource Planner*, Brandon Stidham, *Planning Director*, and Maral Kalbian, *County Architectural Historian*

Approval of Agenda On motion by Mr. Kruhm, seconded by Ms. Caldwell, the agenda was unanimously approved.

Approval of Minutes On motion by Ms. Caldwell, seconded by Mr. Joyce, the minutes of January 20, 2016 were approved with corrections.

Report of the Chair No report.

Draft Annual Report Ms. Arnett presented a draft powerpoint presentation describing the history, mission, and accomplishments of the Historic Preservation Commission. In final form this will be presented to the Board of Supervisors. Ms. Arnett explained that there is actually a requirement in the ordinance that the HPC provide an annual report to the Board but this has not been done for several years if ever. As there are two new members on the BOS giving some background summary of the accomplishments seemed appropriate. Ms. Kalbian suggested including a summary of the Certificate of Appropriateness applications. Members approved the format and content of the presentation. Ms. Arnett will finalize the presentation for the May Board agenda scheduled for May 17th.

Annual Awards Luncheon Ms. Kalbian shared a list of potential awardees. After discussion members agreed to give awards to John Staelin and Elizabeth Lock for stewardship that includes work on the Millwood Post Office, their residence on Clay Hill Road, and the Other Elizabeth, shop, in Boyce. Georgetown University for the relocation and preservation of Honenheim; the Genda family for stewardship and adaptive reuse of Rosemont; and The Plater Family for stewardship and adaptive reuse of Playgarden. The annual award luncheon will be held at the Camino Real Restaurant in Berryville at 12:00 pm on May 18th.

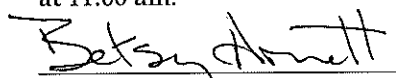
Report of the Architectural Historian Ms. Kalbian provided an update on the status of her work with Longbranch. She sent a letter to the interim director suggesting that the windows be evaluated and ranked as to the level of deterioration. A budget could then be developed that could phase the work over several years. Ms. Kalbian was also contacted by Dev Morrison to review maintenance and potential retrofits at the District Court. Mr. Morrison was concerned that any changes to the building were prohibited because of the previous renovations using tax credits. Ms. Kalbian explained that no review was necessary as the work was completed more than 10 years ago. She suggested that the HPC send a letter to David Ash, the County Administrator clarifying that no review is needed and that the work should be done in order to prevent further deterioration of the building. Staff will work with Ms. Kalbian to prepare the letter for the Chair's signature.


CLG/other grant projects Ms. Teetor reported that two bids were received to conduct the repairs at Greenway Court. The low bid was above the grant award. Ms. Teetor has been working with Jim Hare

at DHR to see if the grant award could be increased. We are hoping to be able to start on the work while we wait for approval. In addition, staff contacted the Clarke County Historical Association to see if they would be able to accept the grant funding from the H.O. Peet Foundation for the podcast. Nathan Stalvey, the Director, will put it on his board agenda for next week. Members discussed further the potential CLG grant applications and decided that in addition to the requesting funds for phase 1 of the book, the HPC would request funds to update the National Register listing for Greenway Court.

Other Ms. Carter asked the group if they would be interested in pursuing an archeological study on the White's property where an ancient sundial has been discovered. Ms. Kalbian stated that there was some uncertainty as to the exact dating and use of the site. After discussion members agreed to wait to see if additional information becomes available regarding the site.

Adjournment On motion by Mr. York, seconded by Ms. Caldwell, the Commission unanimously agreed to adjourn to the next regular meeting and awards luncheon scheduled for May 18th at 11:00 am.


Betsy Arnett, Chair


Alison Teetor, Clerk to the Commission

CLARKE COUNTY
HISTORIC PRESERVATION COMMISSION
Minutes – 18 May 2016

A regular meeting of the Historic Preservation Commission was held at the Camino Real Restaurant 16 Crow St., Berryville, Virginia on 18 May 2016 at 11:00 a.m.

Present: Betsy Arnett, Page Carter, Jon Joyce, Bob Stieg, and Anne Caldwell

Absent: Doug Kruhm, Robin York

Staff: Alison Teetor, *County Natural Resource Planner*, Brandon Stidham, *Planning Director*, and Maral Kalbian, *County Architectural Historian*

Approval of Agenda On motion by Ms. Caldwell, seconded by Ms. Carter, the agenda was unanimously approved.

Approval of Minutes On motion by Ms. Caldwell, seconded by Mr. Joyce, the minutes of March 16, 2016 were approved.

Report of the Chair Ms. Arnett stated that she had presented the annual report to the Board of Supervisors yesterday at their regular meeting. The presentation was well received. Ms. Byrd questioned why some of her properties were not included in the Longmarsh District. Ms. Arnett stated she would have Ms. Kalbian call to discuss the reason for the omission. Ms. Arnett also reported that no new Certificate of Appropriateness applications had been received. She also shared an article in The Alliance newsletter that highlights demolition by neglect. Ms. Arnett will conduct research to see what other communities have been able to accomplish. Members suggested that the County rejoin the Preservation Alliance.

Report of the Architectural Historian Ms. Kalbian stated that most of her time has been spent answering inquiries about tax credits. She updated the group on the progress at Greenway Court. Zinman Properties, Jay Hillerson, owner, was awarded the bid. Ms. Kalbian and Dennis Pogue are providing the management and technical oversight of the project. Ms. Kalbian stated that a preliminary meeting was held with the contractor to insure that everyone understands the rules with regards to the repair of these historic structures. Common construction practices such as using pneumatic tools for plaster removal are not permitted. In addition, they are providing detailed project updates on a weekly basis. Initially the roof was supposed to be the first thing completed but the shingles were not ready so interior work was initiated. Currently windows are being repaired, the wood on the ceiling removed, and at the end of this week the damaged plaster will be removed. Ms. Kalbian stated that the project is moving along nicely and should be completed ahead of the September 15th grant end date. Mr. Joyce asked about the future use of the structures stating that having a purpose for the buildings may provide better protection over time. Ms. Kalbian stated that because the buildings are on private property it is up to the landowner to determine the use. Members also asked if additional funds would be available for stabilization of the carriage house. Ms. Kalbian suggested that Aubrey Von Lindern, of the Department of Historic Resources, be asked to see if the project would be eligible for CLG funding.

CLG grant application/other grants Members discussed options for the current grant round, applications are due May 27th. After discussion, members agreed to apply for Phase 1 of the development of a book on the History and Architecture of Clarke County, by Maral Kalbian. Ms. Teetor was asked to get letters of support for the application, and see if Clermont would be able to put in additional funding. Another idea that had been discussed was updating the nominations for the National Landmarks and Historic Register properties, but the group agreed to wait until next year to submit for that project. The H.O. Peet Foundation has tentatively

agreed to fund the pod cast for the driving brochure but a 501c3 organization must be the recipient. The Clarke County Historical Association has been asked if they would be the recipient and their Board is meeting next week to approve acceptance of the funds.


Ms. Von Lindern was present to attend the awards luncheon and stated that with regards to the carriage house funding, she would be completing the inspection of the Greenway Court easement this summer and would look at the Carriage House to see what funding might pertain.


Annual Preservation Awards

In recognition of May as National Preservation Month, the Commission presented its sixteenth annual Historic Preservation Awards to citizens of Clarke County who have made distinctive efforts to preserve and maintain the historic structures and places of the County that are essential to defining its unique cultural identity. The 2016 award recipients were:

1. The Town of Boyce
Certificate of Merit for the Rehabilitation of the Boyce Town Hall
2. Georgetown University
Certificate of Merit for the Stewardship of Hohenheim at the Georgetown University Calcagnini Contemplative Center
3. William "Biff" and Barbara Genda
Certificate of Merit for the Stewardship of Rosemont
4. Elizabeth Locke and John Staelin
Lifetime Achievement Award for Stewardship of Historic Clarke County Properties

Adjournment On motion by Ms. Caldwell, seconded by Mr. Joyce, the Commission unanimously agreed to adjourn to next regular meeting on September 21st at 4:00 pm.


Betsy Arnett, Chair


Alison Teetor, Clerk to the Commission

CLARKE COUNTY
HISTORIC PRESERVATION COMMISSION
Minutes – 21 September 2016

A regular meeting of the Historic Preservation Commission was held at the Town/County Government Center, 101 Chalmers Court, Berryville, Virginia on September 21, 2016 at 4:00 p.m.

Present: Betsy Arnett, Doug Kruhm, Robin York, Jon Joyce, Bob Stieg, and Anne Caldwell

Absent: Page Carter

Staff: Alison Teetor, *County Natural Resource Planner*, Brandon Stidham, *Planning Director*, and Maral Kalbian, *County Architectural Historian*

Approval of Agenda On motion by Mr. York, seconded by Mr. Kruhm, the agenda was unanimously approved.

Approval of Minutes On motion by Ms. Caldwell, seconded by Mr. Joyce, the minutes of May 18, 2016 were approved (Mr. York and Mr. Kruhm abstained).

Report of the Chair Ms. Arnett handed out 3 pieces of information concerning demolition by neglect. The first was an article describing how to establish a demolition by neglect ordinance. The second was an excerpt from the Code of Virginia and the third a section from the Town of Leesburg Historic Overlay District. She then initiated a discussion asking if the Commission would be interested in drafting a text amendment to address this issue and present it to the Planning Commission. Ms. Caldwell stated that the Planning Commission had discussed this issue on several occasions and she felt they would be interested in considering an amendment. Members discussed where such an ordinance should be applied, local historic districts or County wide and how the ordinance would be enforced. Members agreed that more research needs to be done to see how other counties have implemented similar ordinances. Ms. Arnett also reminded the members that the annual Preservation Virginia conference would be held October 16th and 17th in Charlottesville.

Report of the Architectural Historian Ms. Kalbian stated that she has been working with the owners of Bethel Church, located on Castleman Road just east of the intersection with Shepherds Mill Road, who recently purchased the Church and adjoining property for a subdivision. The owners would like to have the Church removed either by demolition or relocation. Ms. Kalbian has identified several property owners that would be interested in having the Church but no one wants to pay the roughly \$40,000 it would take to move it. She has documented the Church through photos and description and suggested that a plaque could be installed describing the historical significance of the Church and the area if the Church is demolished.

CLG grant application Staff was pleased to report that the HPC CLG grant for Phase 1 of the development of a book on the History and Architecture of Clarke County, by Maral Kalbian was awarded by the Department of Historic Preservation. Ms. Kalbian asked the group what they thought about the format for the Book. Mr. Stieg stated that the format should duplicate the book Ms. Kalbian wrote for Frederick County, perhaps adding chapters on the Towns, structures that were significant but have been lost, and a brief history of the Historic Preservation Commission. A public information meeting will be held October 27th to discuss the project. In addition, the HPC will hire an intern to assist in entering all data associated with the Book into VCRIS.

Staff was asked about another project, developing a podcast for the driving tour brochure, but Ms. Kalbian has not had time to work on that project.

Hurricane Sandy Grant Ms. Kalbian provided an update on the progress at Greenway Court. She stated that the project should be complete by the end of the month. She suggested it would be great to have an open house one Saturday afternoon after the work has been completed.

New Business Ms. Caldwell stated that the property known as Highlands located south of Double Tollgate had recently been sold. She suggested that a letter be sent to the new owners describing the historical significance of the property and the tools available for mothballing. Ms. Teetor will work with Ms. Kalbian on a draft for the Chairs signature. Mr. Stidham suggested that Commissioners start thinking about budget items for FY18 for discussion at the November meeting.

Adjournment On motion by Ms. Caldwell, seconded by Mr. Joyce, the Commission unanimously agreed to adjourn to next regular meeting on November 16th at 4:00 pm.

Betsy Arnett
Betsy Arnett, Chair

Alison Teetor
Alison Teetor, Clerk to the Commission

CLARKE COUNTY
HISTORIC PRESERVATION COMMISSION
Minutes - 16 November 2016

A regular meeting of the Historic Preservation Commission was held at the Town/County Government Center, 101 Chalmers Court, Berryville, Virginia on November 16, 2016 at 4:00 p.m.

Present: Betsy Arnett, Doug Kruhm, Robin York, Jon Joyce, Bob Stieg, Page Carter, and Anne Caldwell

Absent: No one

Staff: Alison Teetor, *County Natural Resource Planner*, Brandon Stidham, *Planning Director*, and Maral Kalbian, *County Architectural Historian*

Approval of Agenda On motion by Mr. York, seconded by Mr. Kruhm, the agenda was unanimously approved.

Approval of Minutes On motion by Mr. York, seconded by Mr. Kruhm, the minutes of September 21, 2016 were approved.

Report of the Chair No report.

Report of the Architectural Historian Ms. Kalbian reported on the public meeting held October 27th to get input on the book. The minutes of the meeting were included in the packet. One outcome was to create a committee to oversee the process and provide input on content. So far people expressing an interest include Ms. Arnett, Mr. Stalvey, Mr. Stieg, and Dorothy Davis from the Josephine Community organization. Ms. Kalbian also reported that she had conducted additional research on Bethel Church stating that it had been built after five African-American women were baptized in the River and raised money for the construction. She stated that it took five years to build. Ms. Kalbian has talked to numerous people about taking the church. The latest was the Potomac Appalachian Trail Club who might be willing to disassemble the church and move it to their property for use as a shelter. Mr. Joyce stated that the expensive part about moving the church was moving the powerlines. He suggested that perhaps Rappahannock Electric could be asked to donate the labor which could reduce the cost of moving the church substantially. Mr. Kruhm suggested an information meeting on site and inviting persons with an interest in the church that could tour the church and hear the history from Ms. Kalbian. Ms. Kalbian suggested that the Winchester Star could be contacted to do a follow up article.

Hurricane Sandy Grant Ms. Kalbian provided an update on the progress at Greenway Court. She stated that she is going over tomorrow to do a walk through with the punch list. The project should be completed this month. The project has been delayed due to the plaster curing to the point where the final coat can be applied. There will be an open house after the work is complete. Mr. Digges, the owner, has expressed an interest in using the building as a home office. Ms. Kalbian also reported that she and Dennis Pogue spent about 5 hours sifting through the dirt that had been excavated from the second room in the land office. Mr. Pogue will write up the findings but nothing of real interest was discovered.

New Business

Historic Bridges Ms. Teetor provided a letter that was sent to David Ash, County Administrator, from VDOT, asking if the County would like to recommend any bridges for should be considered eligible for listing in the National Register of Historic Places. Ms. Kalbian suggested the bridge over Long Marsh Run on Shepherds Mill Rd (Route 612). It was built in 1918 and has a unique latin inscription. Ms. Kalbian will review the Rural Historic District nominations to determine if

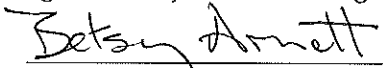
there are any other potential nominations. On motion of Mr. Joyce, seconded by Mr. Stieg, members approved sending a letter to VDOT suggesting a collection of eligible bridges, with a copy to the Department of Historic Resources.

FY18 Funding request Mr. Stidham had suggested that the group discuss and decide on any new funding requests for the Board to consider for the FY18 budget. Mr. Joyce stated that he would like to see funding for preserving historic buildings. The group discussed various options and decided to ask the Supervisors for \$10,000 to use to stabilize buildings within the local historic districts. On motion of Mr. Stieg, seconded by Mr. Kruhm approved members approved requesting the funds from the Board.

Mr. Stieg shared that the Shenandoah Valley Civil War Battlefields Foundations has recently completed their Civil War Driving Brochure which includes Clarke County. The Rotary Club provided matching funds for the project. The maps will be distributed as paper copies and also be available online in pdf format.

Ms. Arnett told the group that Stones Chapel will be holding its annual Christmas Service on December 11th at 6:00pm.

Adjournment On motion by Mr. Joyce, seconded by Mr. York, the Commission unanimously agreed to adjourn to next regular meeting on January 18th at 4:00 pm.


Betsy Arnett, Chair


Alison Teetor, Clerk to the Commission