

CLARKE COUNTY  
Conservation Easement Authority  
THURSDAY – 21 January 2021 – 10:00 am  
A/B & Main Conference Room, 2<sup>nd</sup> Floor Government Center

AGENDA

1. Call to Order - staff
2. Election of Officers
  - a. Chair (currently Randy Buckley)
  - b. Vice Chair (currently George Ohrstrom)
  - c. Secretary/Treasurer (currently Pete Engel)
3. Approval of Agenda
4. Approval of Minutes of the meeting of 22 December 2020
5. Bank Account balances
6. Campaign for the Authority
7. Easement Donation/Purchase
  - a. Lowell Pratt – donation – final approval
  - b. Wiseman – donation – final approval
  - c. RSP Enterprises – deed sent to NRCS for final approval
  - d. Blue Ridge Hunt – should close this year
  - e. Kohn property update
8. Adjournment - next meeting – Thursday February 18<sup>th</sup> 10 am

**CLARKE COUNTY**  
**Conservation Easement Authority**  
**draft Minutes – 22 December 2020 draft**

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday 22 December 2020, 10:00 am in the A/B/Main conference room, 2nd Floor Government Center. This meeting was scheduled for December 17<sup>th</sup> but was rescheduled due to snow.

**Present:** R. Buckley R. Bacon, T. Catlett W. Thomas, M. Jones, P. Engel  
**Phone in:** G. Ohrstrom  
**Absent:** No one  
**Staff:** A. Teetor, R. Couch Cardillo

**Agenda** Mr. Ohrstrom has an appointment at 10:30 and requested that action items be moved to the beginning of the agenda. On motion of Ms. Jones, seconded by Mr. Ohrstrom, the Authority unanimously approved the agenda as amended.

**Minutes** On motion of Ms. Jones, seconded by Ms. Bacon, the Authority unanimously voted to approve the minutes of November 19, 2020.

**Report on Applications for Easement Donation**

**a. Lowell Pratt** – Mr. Pratt has applied to the easement authority for approval of an easement donation. The properties are located at 2683 Mt. Carmel Road approximately 6/10 of a mile north of the intersection with Calmes Neck Lane. There are 4 parcels totaling 148 acres with 11 DURs. The applicant would like to merge the parcels and retire 10 of the 11 remaining DURs. The parcels are primarily forested.

Tax Map#	acres	DURs	ext. dwl	Property Res. Score	land use	#criteria
31-A-16	19.75	2	0	39.49	no	2
31-A-16A	15	2	0	39.46	no	2
31-A-16B	90	4	0	54.33	no	3
32-A-29	23	3	0	43.51	no	2

In reviewing the parcels, all meet at least 2 of the 4 criteria. As indicated above, the applicant will merge the parcels into 1 with 1 DUR remaining that will be placed on the property identified by Tax Map# 32-A-29 off of Mt. Carmel Rd. Points were primarily given for retiring the DURs. Mr. Ohrstrom suggested that the applicant may want to keep 2 of the DURs to allow for a tenant house. On motion of Mr. Ohrstrom, seconded by Mr. Engle members gave preliminary approval for the easement donation on condition that the applicant retain 2 DURs.

**b. Tom Wiseman** – has applied to the easement authority for approval of an easement donation. The property consists of approximately 29 acres. The property is the point of land where Millwood Road meets Route 50. The parcel has an existing house built in 2007 and 1 remaining DUR. The applicant would like to retire the remaining DUR. The property meets all 3 of the 4 criteria by scoring over 35, being next to an adjacent easement, and giving up 1 DUR. The parcel is less than 40 acres. On motion of Mr. Ohrstrom, seconded by Ms. Thomas members gave preliminary approval for the easement.

**Bank Account:** Ms. Teetor reported that the primary expenses have been for the newsletter and attorney fees. The current total fund balance is \$283,031 consisting of \$90,886 in the donations account, \$188,977 in stewardship, and \$2,168 in the local funds.

**Public Relations:** Ms. Cardillo reported that donations are up again \$20,335.50 for the year from 135 donations, this does not include any donations from the year end appeal, which went out last week. She also asked members about the annual land conservation award. After discussion the group agreed that Shenandoah University would be a good choice for their stewardship and protection of the Cool Spring Battlefield. Members thought it a good choice as it was one of a few areas open to the public during COVID. She is also working on promoting the photo contest and has reached out to the High School, Blandy, and other photographers. The deadline for submission is January 11<sup>th</sup>.

#### **Discussion**

**a. Criteria for parcels retaining zero DUR's** - Mr. Mitchell responded to requests for review and suggested some wording changes which were incorporated into the final draft. On motion of Mr. Engel, seconded by Ms. Jones members approved the draft policy and recommended approval to the Board of Supervisors.

**b. Debrief Blue Ridge Civic Association webinar – Introduction to Conservation Easements** - Ms. Teetor stated that she and resident Eric Arkfeld had participated in a webinar December 8<sup>th</sup> organized by the Piedmont Environmental Council, Land Trust of Virginia, and the Potomac Appalachian Trail Club. In all approximately 85 person attended.

#### **Report on Applications for Easement Donation (continued)**

**c. Staley/Geisler** – Their attorney is reviewing the deed. They plan to record in 2021. The application will be placed on the January Board of Supervisors consent agenda.

**d. RSP Enterprises** – deed sent to NRCS for final approval

**e. Blue Ridge Hunt** – Anne McIntosh stated that they plan to record in 2021.

**e. Kohn property update** – Ms. Teetor reported that ell has been installed and Broy and Son will complete the waterline installation and connection. To date approximately \$13,000 has been spent on the well and septic improvements.

**Adjournment** There being no further business, Ms. Bacon moved and Ms. Jones seconded that the Authority adjourn the meeting. The next meeting is scheduled for Thursday January 21<sup>st</sup> at 10:00 am. The motion was approved unanimously.

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Randy Buckley, Chair

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Alison Teetor, Clerk to the Authority

	Total Fund Balance	Donations	Stewardship/Restricted Funds Account	Local Funds
<b>SOY FY20 -</b>				
<b>Fiscal Year 2021</b>	<b>278,893</b>	<b>83,736</b>	<b>199,156</b>	<b>1</b>
July Rev/AR		1,025	166	0
July Exps/AP		0	0	0
Aug Rev/AR		325		
Aug Exps/AP		-730	-2,045	-2,058
Sept Rev/AR		4,964		5,039
Sept Exps/AP		-2,551	-675	0
Oct Rev/AR		610		
Oct Exps/AP		-1,868	-2,625	-790
Nov Rev/AR		6,255	46,938	803
Nov Exps/AP		-880	0	-208
Dec Rev/AR		7,302		22,496.74
Dec Exps/AP		-1,983	-14,399	-1,150
YTD Rev/AR	95,923	20,481	47,104	28,339
YTD Exps/AP	32,581	8,011	19,744	4,825
Adjustments	0	0	0	0
<b>YTD FUND BALANCE (AR &amp; AP)</b>	<b>342,236</b>	<b>96,205</b>	<b>222,515</b>	<b>23,515</b>

Anticipated Easement Closings:  
 Smithfield Farm January 2021

**ESTIMATED YTD FUND BALANCE**

342,236

96,205

222,515

23,515

FY21 Expenditure Appropriations	Appropriated	Actual Expenses	Appropriated Balance
General Expenses	45,000	32,581	12,419
	45,000	32,581	0

**Clarke County:**  
 Includes expenses not specifically designated to an easement (including donation, stewardship and monthly Hall, Wornahan expenses).

- Emily Johnson: Land Use Rollback Tax- \$5,039.31
- Emily Johnson: CE Stewardship annual state funds -790
- Emily Johnson: Land Use Rollback Tax- \$802.74
- Emily Johnson: Land Use Rollback Tax- \$22,496.74
- VDACS

75,738.77 Expires 12/31/2020 (FY2019)  
 58,333.00 Expires 12/31/2021 (FY2020)  
 134,071.77  
 -61,827.10  
 72,244.67 AVAILABLE Estimated YTD BALANCE-VDACS

	Donations	Stewardship	Local Funds
July			
August	250.00 Ellen Shepard - Annual VA Land Conservation 480.00 Robin Cardillo Services for CEA July	0.00 1,400.00 Jessica Grandell-Inspections 158.70 Jessica Crandell-Mileage 136.68 Jessica Crandell-Mileage 350.00 Larry Royston Septic Service - Labor	0.00 2,057.50 Hall, Monahan, Engle-Legal svcs for July 2020
Sept	730.00 450.00 Gloria Marconi Summer newsletter 960.00 Robin Cardillo Services for CEA August 195.00 Winchester Printers - envelopes 936.07 Winchester Printers Summer printing newsletter 9.50 Purchase Power Postage	2,045.38 675.00 Dunn Land Surveys - Service	2,057.50 620.00 Hall, Monahan, Engle-Legal svcs for Aug 2020
Oct	2,550.57 560.00 Robin Cardillo Services for CEA September 350.00 Gloria Marconi Design&Prod 2020 CEA Photo 450.00 Gloria Marconi Fall newsletter 507.71 Winchester Printers CEA printing services	675.00 1,550.00 Greenway Engineering Services 1,075.00 Clarke County HD Permits	620.00 790.00 Hall, Monahan, Engle-Legal svcs for Sept 2020
Nov	1,867.71 880.00 Robin Cardillo Services for CEA October	2,625.00 0	790.00 207.50 Hall, Monahan, Engle-Legal svcs for Oct 2020
Dec	880.00 200.00 Gloria Marconi end of year letter 960.00 Robin Cardillo Services for CEA 822.92 Winchester Printers CEA printing services	2,500.00 Martins Pumping Service Septic 11,299.00 Sinhas and Michael Corp Well 600.00 Ben Sprouse Easement Insp 14,399	207.50 1,150.00 Hall, Monahan, Engle-Legal svcs for Nov 2020
YTD Totals	Donations 8,011	Stewardship 19,744	Local Funds 4,825



ROBIN COUCH CARDILLO

January 15, 2021

Clarke County Conservation Easement Authority  
Fundraising Report  
January 2021 meeting

**Donor Statistics**

See attached Master Report

- 2020/Jan 2021 total: \$35,098 from 199 donations

**Ongoing**

*-Year-end appeal*

- \$14,782 from 64 donations

*-Wingate Mackay-Smith Land Conservation Award*

- Cool Spring Battlefield as honoree
- Moving to February to allow more time to organize and include Cool Spring representatives
- Recognition at February Authority meeting

*-Update on Snapshot in Time Photo Contest – Pandemic Photography*

- All photos are in; will work with Ken Garrett (through George) to schedule judging
- Considering ways to display winning photography (govt building lobby?, Barns of Rose Hill?)

*-Winter newsletter*

- Featuring Land Conservation Award winner, easement policy on property without DURs?



MEMORANDUM

TO: Conservation Easement Authority  
FROM: Alison Teetor  
DATE: January 13, 2021  
SUBJECT: Application for easement donation – Lowell Pratt

Lowell Pratt has applied to the easement authority for approval of an easement donation. The properties are located at 2683 Mt. Carmel Road approximately 6/10 of a mile north of the intersection with Calmes Neck Lane. There are 4 parcels totaling 148 acres with 11 DURs. The applicant would like to merge the parcels and retire 9 of the 11 remaining DURs. The parcels are primarily forested.

The parcels are zoned FOC and are not in use value taxation but are eligible, therefore in accord with the Commissioner of Revenue’s requirements, then a donation may be considered if at least two of the following four guidelines are met:

- 1) the parcel’s Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

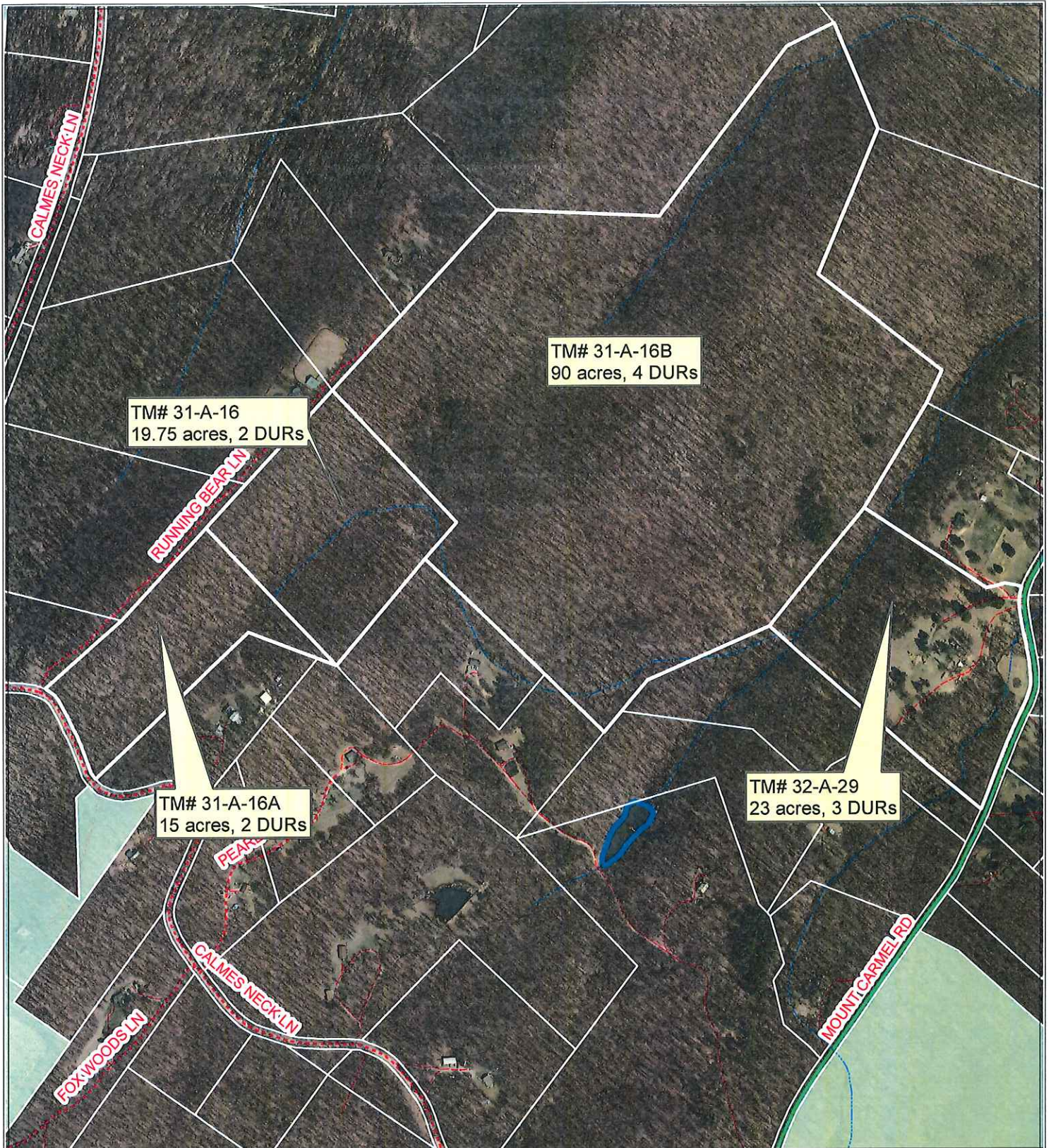
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In reviewing the parcels, all meet at least 2 of the 4 criteria. As indicated above, the applicant will merge the parcels into 1 with 2 DURs remaining that will be placed on the property identified by Tax Map# 32-A-29 off of Mt. Carmel Rd. Points were primarily given for retiring the DURs. A site visit was conducted January 19<sup>th</sup>.

Recommendation

Give final approval and recommend approval to the Board of Supervisors.





Lowell Pratt Properties  
147.75 acres, 11 DURs



Clarke County GIS  
December 8, 2020

400 200 0 400 Feet



- Intermittent Stream
- Perennial Stream
- Scenic Byway
- Railroad
- Public Road
- Private Road

Location Map



## MEMORANDUM

TO: Conservation Easement Authority  
FROM: Alison Teetor  
DATE: January 13, 2021  
SUBJECT: Application for Donation – Tom Wiseman Tax Map 30-A-71

Tom Wiseman has applied to the easement authority for approval of an easement donation. The property consists of approximately 29 acres. The property is the point of land where Millwood Road meets Route 50. The parcel has an existing house built in 2007 and 1 remaining DUR. The applicant would like to retire the remaining DUR.

The parcel is zoned AOC and is in land use. Therefore the following guidelines for accepting properties for easement purchase are used:

- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

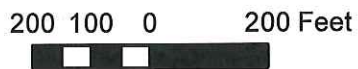
The Authority requires that a property meet at least two of the four guidelines for acceptance.

The property meets all 3 of the 4 criteria by scoring over 35, being next to an adjacent easement, and giving up 1 DUR. The parcel is less than 40 acres.

**Recommendation:** Give final approval for the easement donation and recommend approval to the Board of Supervisors.



Tom Wiseman  
 Tax Map# 30-A-71  
 29 acres, 1 ext. dwl., 1 DUR  
 Clarke County GIS  
 December 17, 2020



- Intermittent Stream
- Perennial Stream
- Parcel Boundary
- Scenic Byway
- Railroad
- Public Road
- Private Road

Location Map

