

**CLARKE COUNTY**  
**Conservation Easement Authority**  
THURSDAY – 25 MAY 2017 – 10:00 AM  
**A/B Conference Room, 2<sup>nd</sup> Floor Government Center**  
**AGENDA**

1. Approval of Agenda
2. Approval of Minutes of the meetings of 20 April 2017
3. Bank Account balances
4. Campaign for the Authority
5. Discussion
  - a. Finance Committee
  - b. Deed of Easement template
6. Easement Donation/Purchase
  - a. Estep – new application – easement donation
  - b. Elrod – donation – final approval
  - c. Desrosiers/Eagle –donation – final approval
  - d. Greenhalgh – DUR purchase – Fairfield
7. Report on Applications for Easement Purchase
  - a. *Possible Closed Session to discuss real estate*
  - b. *Motion to go 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 and Section 2.2-3711(A)(7) for consultation with legal counsel regarding specific legal matters requiring the providing of legal advice.*
8. Adjournment - next meeting – Thursday June 29<sup>th</sup> 10 am

**CLARKE COUNTY**  
**Conservation Easement Authority**  
**draft Minutes – 20 April 2017 draft**

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, 2<sup>nd</sup> 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 9<sup>th</sup> thru the 27<sup>th</sup>. The opening reception will be on September 9<sup>th</sup>. The spring newsletter is due to the publisher on April 24<sup>th</sup> 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 23<sup>rd</sup>.

## **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 3<sup>rd</sup> 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 5<sup>th</sup>. On motion of Ms. Jones, 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

JAS - B Bennett  
 Through 05/09/2017  
**Fund 235 - Conservation Easement Balances**

**EOY 2016**

Fiscal Year 2017

	Total Fund Balance	Donations	Stewardship Account	Local Funds
	259,959	161,083	86,478	12,398
July Rev/AR		400	33	0
July Exps/AP		-50	0	0
Aug Rev/AR		1,340	33	-8,248
Aug Exps/AP		-2,115	-2,160	82,427
Sept Rev/AR		714	32	-208
Sept Exps/AP		-1,949	0	-81,020
Sept Exp Moore & Dorsey Inc purchase		-81,020		1,589
Oct Rev/AR		432	12,093	-453
Oct Exps/AP		-2,258	0	4,456
Nov Rev/AR		1,025	32	-3,310
Nov Exps/AP		-790	0	147,822
Dec Rev/AR		5,516	0	-2,195
Dec Exps/AP		-1,762	0	-138,670
Dec Exp Susan Digges & Digges Farm purchase		-32,225		309,302
Jan Rev/AR		19,499	0	-605
Jan Exps/AP		-1,560	0	-311,262
Jan Exp Cool Spring Farm purchase		-5,738		400
Feb Rev/AR		9,165	0	-1,073
Feb Exps/AP		-1,995	0	58,095
Mar Rev/AR		2,150	0	-415
Mar Exps/AP		-2,929	0	2,823
Apr Rev/AR		1,278	0	0
Apr Exps/AP		-1,309	0	440
May Rev/AR		450	0	-290
May Exps/AP		-1,301	0	
<b>YTD Rev/AR</b>	<b>661,548</b>	<b>41,970</b>	<b>12,223</b>	<b>607,355</b>
<b>YTD Exps/AP</b>	<b>686,908</b>	<b>137,001</b>	<b>2,160</b>	<b>547,747</b>
<b>Adjustments</b>	<b>0</b>			
<b>YTD FUND BALANCE (AR &amp; AP)</b>	<b>234,599</b>	<b>66,051</b>	<b>96,542</b>	<b>72,006</b>

**Brenda Bennett:**  
 Accts Rec for Moore & Dorsey easements (VDACS). Rec'd 12/21/16

**Brenda Bennett:**  
 Land Use rollback tax

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 Land Use rollback tax

**Clarke County:**  
 Land Use rollback tax - \$8,097  
 Accts Rec for Digges Farm- \$20,084.50 -Rec'd 01/2017  
 Accts Rec for Digges Farm-70,250.00-Rec'd 3/2017  
 Accts Rec for Susan Digges- \$12,140.50-Rec'd 01/2017  
 Accts Rec for Susan Digges-\$37,250.00-Rec'd 03/2017

**Clarke County:**  
 Land Use rollback tax - \$3,927  
 Est. Accts Rec for Cool Spring Farm - \$305,375-Rec'd \$126,125 03/2017, Rec'd \$179,250 3/21/17

**Clarke County:**  
 Land Use rollback tax - \$400

**Clarke County:**  
 Land Use rollback tax=500+42,946.24+4648.44  
 Transfer from general fund-\$10,000

**Clarke County:**  
 Land Use rollback tax=2,823

**VDACS**

101,322.82 Expires 12/31/2016 (FY2015)  
 42,319.18 Expires 12/31/2017 (FY2016)  
 86,950.00 Expires 12/31/2018 (FY2017)

**230,592.00**  
 -82,427.48  
 0.00  
 -20,084.50  
 -12,140.50  
 -15,080.00 estimated

**Anticipated Easement Closings:**

Moore & Dorsey Inc (Approp 07/2016)-CLOSED-Actual EXPS above  
 Cool Spring Farm, Mike Cassidy-CLOSED-Actual EXPS above  
 Digges Farm LLC -CLOSED- Actual EXPS above  
 Susan Digges -CLOSED- Actual EXPS above  
 Bill & Jane Johnston-Estimated

ESTIMATED YTD BALANCE 234,599 66,051 96,542 72,006  
 AVAILABLE Estimated YTD BALANCE-VDACS 100,859.52

FY16 Expenditure Appropriations	Local Funds	Actual Expenses	Appropriated Balance	
				Remaining
General Expenses	30,000	36,973	-6,973	
Moore & Dorsey Inc - closed in Sept	160,000	162,040	-2,040	
Cool Springs -closed in Jan	317,100	317,000	100	
Susan Digges Appraisal - closed in Dec	70,500	65,010	5,490	
Digges Farm Appraisals - closed in Dec	111,375	105,885	5,490	
Bill & Jane Johnston	30,160		30,160	
	719,135	686,908		32,227

**Clarke County:**  
 includes expenses not specifically designated to an easement (including stewardship and monthly Hall, Monahan invoices).

Through May 09, 2017

Conservation Easement Expense Detail - FY17

	Donations	Stewardship	Local Funds
July	25.00 Downstream Project-Domain Reg/Renewal 25.00 Downstream Project-Domain Reg/Renewal <u>50.00</u>		
August	9.08 Pitney Bowes 450.00 Gloria Marconi-Summer '16 Newsletter 640.00 Robin Cardillo-Svcs for CEA 300.00 Clarke Co Ruitan-Fair Sponsorship 580.00 Winchester Printers-Envelopes 136.00 Winchester Printers-CCEA Banner <u>2,115.08</u>	2,000.00 M. Mcguigan-Inspection 45.90 M. Mcguigan-Mileage 113.94 M. Mcguigan-Mileage <u>2,159.84</u>	447.50 Hall, Monahan-Legal Svcs July 2016 3,000.00 Myers & Woods-Apprsl rpt-Cool Springs Farm 3,000.00 Dunn Land Surveys-Boundary Srvy Cool Springs 1,800.00 Boykin Realty Appraisal-Cool Springs Farm <u>8,247.50</u>
Sept	946.63 Robin Cardillo-Svcs for CEA 1,002.73 Winchester Printers-Newsletter & postage 81,020.00 Hall Monahan-Moore & Dorsey, Inc Purchase <u>82,969.36</u>	0.00	207.50 Hall, Monahan-Legal Svcs Aug 2016 81,020.00 Hall Monahan-Moore & Dorsey, Inc Purchase <u>81,227.50</u>
Oct	20.20 Postage 1,000.00 Donation to CCHS 720.00 Robin Cardillo-Svcs for CEA 68.00 Winchester Printers-CCEA Banner 450.00 Gloria Marconi-Fall '16 Newsletter <u>2,258.20</u> 790.04	0	452.50 Hall, Monahan-Legal Svcs Aug 2016 <u>452.50</u> 2,815.00 Hall, Monahan-Legal Svcs Oct 2016 495.00 Maral Kalbian-Grnwy Court Consulting Svcs <u>3,310.00</u>
Nov	<u>790.04</u>	0	
Dec	200.00 Gloria Marconi - End of Yr appeal letter 439.75 BB&T - PA & CEA Items 68.00 Winchester Printers-CCEA Banner 1,054.10 Robin Couch Cardillo-End of Yr appeal svcs <u>1,761.85</u> Sub-total	0	365.00 Hall, Monahan-Legal Svcs Nov 2016 300.00 Dunn Land Surveys-Susan Digges property 1,530.00 Hall, Monahan-Legal Svcs Dec 2016 2,195.00 Sub-total
Jan	12,140.50 Hall, Monahan, Engle-Susan Digges purchase 20,084.50 Hall, Monahan-Digges Farm purchase <u>33,986.85</u> 823.72 Winchester Printers-2016 Annual Appeal Ltr 16.02 Postage 720.00 Robin Couch Cardillo-Services for CEA <u>1,559.74</u> Sub-total 5,738.00 Hall, Monahan, Engle-Cool Spring Farm purchase <u>7,297.74</u>	0	52,869.50 Hall, Monahan, Engle-Susan Digges purchase 85,800.50 Hall, Monahan-Digges Farm purchase <u>140,865.00</u> 605.00 Maral Kalbian-Greenway Court 311,262.00 Hall, Monahan, Engle-Cool Spring Farm purchase <u>311,867.00</u>
Feb	1,413.62 Robin Couch Cardillo-Services for CEA 35.00 Crown Trophy - Engraved Plate 546.44 BB&T - Services for CEA <u>1,995.06</u>	0	1,072.50 Hall, Monahan-Legal Svcs Jan 2017 <u>1,072.50</u>
Mar	450.00 Gloria Marconi - Winter Newsletter 720.00 Robin Couch Cardillo-Services for CEA 63.17 BB&T - Services for CEA 25.00 Downstream Pjt - Domain Name Reg. 445.00 Winchester Printers-Remittance envelopes 215.00 Winchester Printers - Envelopes 1,011.10 Winchester Printers - Svcs for CEA newsletter <u>2,929.27</u>	0	415.00 Hall, Monahan-Legal Svcs Feb 2017 <u>415.00</u>
Apr	560.00 Robin Couch Cardillo-Services for CEA 250.00 Northern Virginia Conservation Trust 450.00 Gloria Marconi - CEA Sring Newsltr 2017 48.50 Postage <u>1,308.50</u>	0	0.00
May	1,301.07 Robin Couch Cardillo-Services for CEA <u>1,301.07</u>	0	290.00 Hall, Monahan-Legal Svcs Mar & Apr 2017 <u>290.00</u>
YTD Totals	Donations <u>137,001</u>	Stewardship <u>2,160</u>	Local Funds <u>547,747</u>



ROBIN COUCH CARDILLO

May 19, 2017

Clarke County Conservation Easement Authority  
Fundraising and Public Relations Report  
May 2017 meeting

**Donor Statistics**

See attached Master Report

- 2017 total: \$5,164 from 59 donors

**Ongoing**

*-Donor appreciation party*

- Saturday, June 24, 6:30-8:30, at George's Camden
- Inviting recent donors and easement landowners
- Adding a craft beer tasting

*-Update on partnering with artist on Wetlands art exhibition*

- Alison and Robin met with *Wetlands* team
- Opening reception on September 9 at Barns of Rose Hill
- Easement's role: \$500 sponsorship, help publicize, use as awareness/education vehicle

*-Media outreach*

- Fish weirs – coordinating with Maral Kalbian and Alison
- Weldon Cooper cost-of-services study?

*-Summer newsletter*

- Landowner to profile? Or chat with several landowners on easement program?

*-Database for tracking donors?*

- Exploring feasibility, cost
- Makes outreach more efficient, targeting specific subsets of donors

*-Donor cultivation*

- How aggressive do we want to be? Very targeted outreach and personal follow-up?



# Fundraising Results: Clarke County Conservation Easement Authority

As of May 19, 2017

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Amount	\$13,345	\$19,090	\$20,871	\$25,649	\$26,396	\$25,843	\$23,530	\$42,266	\$36,260	\$57,356.00	\$24,778.00	\$5,164.00
# Donations	115	161	208	209	203	195	181	200	169	158	164	59
<b>YE Donor Appeal</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
YE Donor Appeal Amount	\$8,465	\$8,310	\$8,477	\$10,134	\$8,376	\$12,815	\$7,250	\$15,706	\$17,635	\$47,003	\$15,665	
Donor Respondents	73	59	87	86	76	68	50	69	51	61	47	
YE Prospect Amount	\$2,115	\$2,115	\$425				\$40		\$1,650	\$104	\$25	
Prospect Respondents		24	7				1		3	2	1	
<b>Winter Newsletter</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Dollar Amount	\$2,700	\$2,700	\$2,700	\$2,065	\$2,865	\$2,126	\$3,611	\$4,805	\$3,335	\$2,700	\$2,228	\$2,815
Respondents	23	23	23	27	32	21	32	39	26	25	29	39
<b>Spring Newsletter</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Donor: Dollar Amount	\$3,775	\$455	\$2,074	\$5,820	\$2,810	\$2,520	\$3,415	\$1,975	\$3,705	\$3,420	\$2,725	\$555
Donor: Respondents	35	5	19	38	26	27	32	28	26	27	19	9
taxpayer Spring Newsletter: Dollar Amt	\$2,200	\$940	\$940	\$460	\$450	\$825	\$765	\$165	\$1,380	\$100	\$75	\$500
taxpayer Spring Newsletter: Respondents	16	19	19	10	4	11	5	4	9	1	3	5
<b>Summer Newsletter</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Dollar Amount	\$2,370	\$2,370	\$2,020	\$1,330	\$1,883	\$2,735	\$1,580	\$5,040	\$3,215	\$1,927	\$2,115	
Respondents	20	20	27	22	33	26	21	22	27	22	28	
<b>Fall Newsletter</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Donor: Dollar Amount	\$2,210	\$2,210	\$765	\$260	\$7,300	\$2,946	\$4,630	\$2,660	\$2,325	\$1,250	\$600	
Donor: Respondents	12	12	5	7	25	26	30	27	14	3	6	
taxpayer Fall Newsletter: Dollar Amt	\$1,430	\$90	\$90	\$1,405	\$65	\$605	\$715	\$240	\$760		\$325	
taxpayer Fall Newsletter: Respondents	25	25	4	8	2	8	9	5	5		5	
<b>Over the Transom</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Dollar Amount	\$3,380	\$3,380	\$3,380	\$4,175	\$1,900	\$868	\$1,457	10,500	\$1,550	\$257	\$362	\$1,230.00
Donor Respondents	17	17	17	11	5	6	2	2	2	3	12	6
<b>Donor Thank-You Party</b>	<b>2006</b>											
Dollar Amount	\$1,105											
Donor Respondents	6											
<b>Photo Revenue</b>					\$747	\$57	\$67			\$	\$	\$64
Notecards												
Gift-in-Kind (admin work donated by Kate Petranech)					\$346	\$473	\$469					

## MEMORANDUM

TO: Conservation Easement Authority  
FROM: Alison Teetor  
DATE: May 9, 2017  
SUBJECT: Application for Donation – Marilyn Estep

Marilyn Estep has applied to the easement authority for approval of 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 parcel is zoned AOC and is currently in use value taxation, in accord with the Commissioner of Revenue's requirements, therefore 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.

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.

### Recommendation

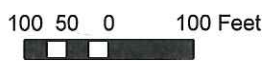
Give preliminary approval and schedule a site visit.



**Marilyn Estep**  
**Tax Map# 22-A-42**  
**29.3 acres, 1 ext house, 2 DURs**



Clarke County GIS  
 April 27, 2017



-  Conservation Easements
-  Parcel Boundary
-  Roads

Location Map



Aerial Imagery 2015 Commonwealth of Virginia

MEMORANDUM

TO: Conservation Easement Authority  
FROM: Alison Teetor  
DATE: April 19, 2017  
SUBJECT: Application for Easement Donation – Warrick & Andrea Elrod

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 is zoned AOC and is not currently in use value taxation, but does qualify, in accord with the Commissioner of Revenue's requirements, therefore 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.

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.

Recommendation

Give preliminary approval and schedule a site visit.

*Laure, George*

*call when coming up driveway - 336-8689*



**Warrick & Andrea Elrod**  
**Tax Map# 6-A-27, 78.65 acres**  
**1 ext. house, 1 DUR**



Clarke County GIS  
 April 18, 2017

300 150 0 300 Feet



- Conservation Easement
- Roads
- Railroad
- water arc
- Parcel Boundary
- Sinkholes



MEMORANDUM

TO: Conservation Easement Authority  
FROM: Alison Teetor  
DATE: April 13, 2017  
SUBJECT: Application for Easement Donation – Matthew Desrosiers and Lisa Eagle

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 parcel is zoned AOC and is not currently in use value taxation, but does qualify, in accord with the Commissioner of Revenue's requirements, therefore a donation may be considered if at least two of the following four guidelines are met:

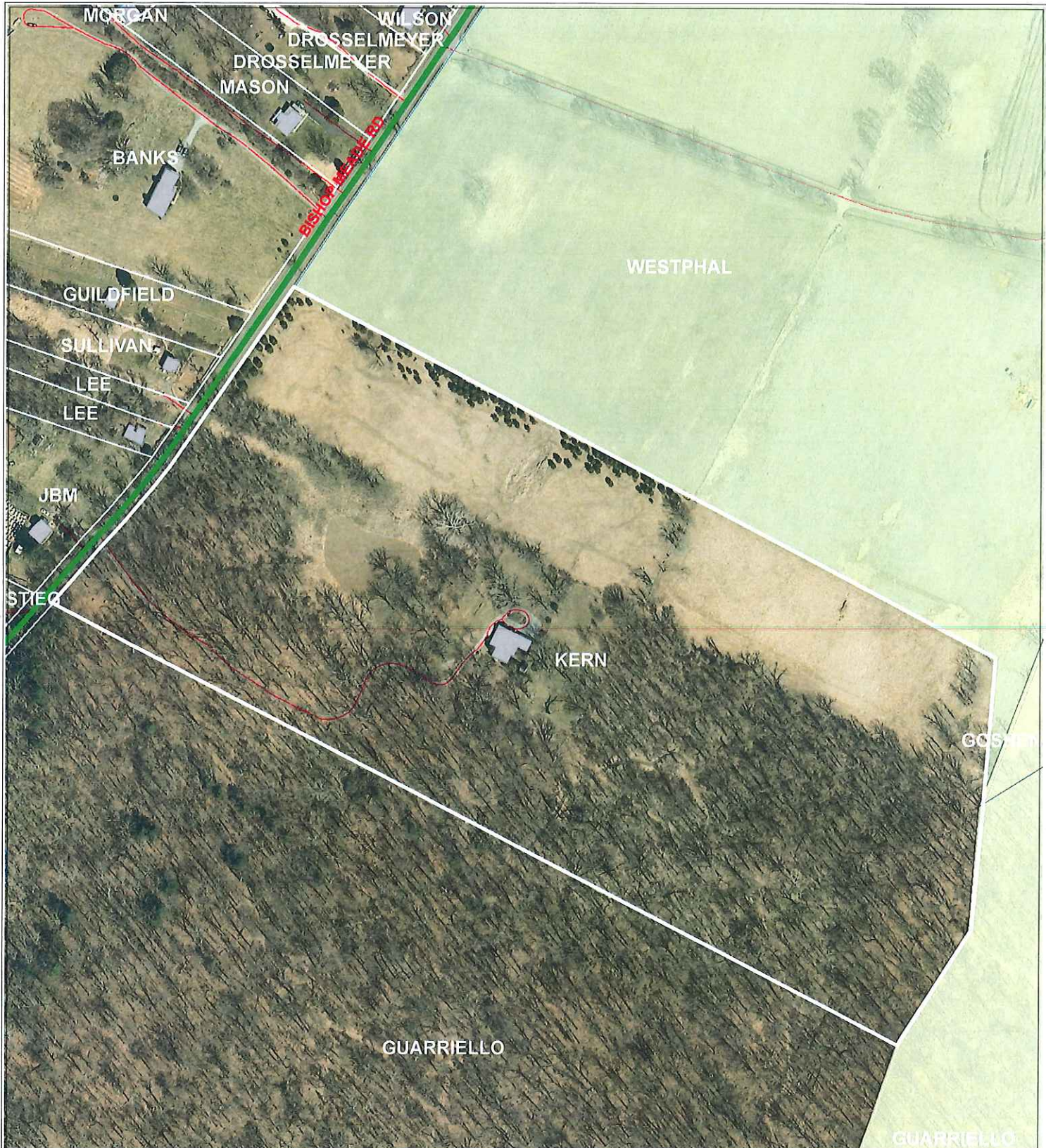
- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

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.

Recommendation

Give preliminary approval and schedule a site visit.

George, Pete











**Matthew Desrosiers & Lisa Eagle**  
**Tax Map# 22-A-122A, 30 acres**  
**1 ext. house, 2 DURs**



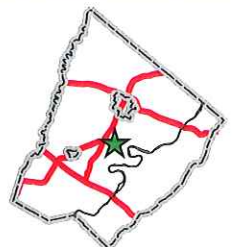
Clarke County GIS  
 April 13, 2017

200 100 0 200 Feet



- |   |  |
|---|--|
|  Conservation Easement |  Public Road  |
|  Parcel Boundary       |  Private Road |
|  Intermittent Stream   |  Sinkholes    |
|  Perennial Stream      |  |
|  Railroad              |  |

Aerial Imagery 2015 Commonwealth of Virginia



MEMORANDUM

TO: Conservation Easement Authority  
FROM: Alison Teetor  
DATE: April 13, 2017  
SUBJECT: Application for DUR Purchase – George Greenhalgh – 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 parcel is zoned AOC and are currently in use value taxation, in accord with the Commissioner of Revenue's requirements, therefore 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.

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.

Recommendation

Give preliminary approval and schedule a site visit.





Fairfield Farm, LLC  
 Tax Map# 9-3-1B, 35.87 acres  
 3 ext. dwlgs, 2 DURs






200 100 0 200 Feet



Clarke County GIS  
 February 21, 2017

**Legend**

-  Conservation Easements
-  Parcel Boundary
-  Roads
-  Private Road
-  Intermittent Stream
-  Perennial Stream

