

CLARKE COUNTY
Conservation Easement Authority
THURSDAY – 16 OCTOBER 2014 - 10:00 AM
A/B Conference Room, 2nd Floor Government Center
AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes of the meetings of 25 September 2014

4. Bank Account Report Balance as of

| | | |
|-------------------|--------------------|-----------------------|
| 30 September 2014 | \$73,084.00 | Bank of Clarke County |
| + Donations | <u>\$ 1,301.35</u> | |
| Total | \$74,385.35 | |

5. Stewardship Fund – balance as of

| | | |
|-------------------|-------------|-----------------------|
| 30 September 2014 | \$55,310.03 | Bank of Clarke County |
|-------------------|-------------|-----------------------|

6. Campaign for the Authority – see attached report

7. Easement Donation/Purchase
- a. Dietrich Westphal – easement donation
 - b. Playgarden – easement donation
 - c. Bill Dean – easement donation
 - d. Glen Masters – DUR Purchase
 - e. Susan Digges – grant application
 - f. John Taylor – easement donation

Report on Applications for Easement Purchase

Possible Closed Session to discuss real estate

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 November 20th 10 am

CLARKE COUNTY
Conservation Easement Authority
draft Minutes – 25 September 2014 draft

A regular meeting of the Conservation Easement Authority was held at 10:00 am on Thursday, 25 September 2014, in the A/B Conference Room, 2nd Floor Government Center.

Present: G. Ohrstrom, R. Buckley, P. Engel, L. Wallace

Absent: W. Thomas, M. Jones, D. Weiss

Staff: A. Teetor, B. Stidham

Call to Order : Mr. Ohrstrom called the meeting to order at 10:00 a.m.

Agenda On motion of Ms. Wallace, seconded by Mr. Engel, the Authority unanimously approved the agenda as amended to include discussion of a boundary line adjustment by the Bauhans.

Minutes On motion of Mr. Buckley, seconded by Mr. Engel, the Authority unanimously voted to approve the minutes of August 21, 2014.

Bank Account: Ms. Teetor provided an updated bank statement. The general fund balance as of August 31, 2014 is \$73,084.00. There were a total of \$225 donations last month. On motion of Mr. Buckley, seconded by Mr. Engel members approved payments of \$425 to Gloria Marconi for the summer newsletter production, Progressive Printing, \$343.50 for newsletter printing, and Robin Cardillo for newsletter production \$1,360.

Stewardship Fund: The stewardship fund has a balance of \$55,291.85 as of August 31, 2014. Members questioned how funds might be used, Ms. Teetor reported that the when she checked last year, no guidelines had been established as to how funds could be spent but she will check again.

Public Relations

Ms. Cardillo provided an update regarding her activities; a report was included in the packet. The summer newsletter went out earlier this month and she is starting work on the Fall newsletter and shared a number of ideas for stories. The summer newsletter was mailed last week and included a lead story is about Mel Kohn, whom she interviewed. Ms. Cardillo also proposed that the Authority man a booth at the Farmers Market on October 11th if a Star reporter could be present to do a story. She also described a proposed schedule of campaign efforts for the year which included monthly media releases and another photo contest.

Easement Donation/Purchase

Donation

a. **Dietrich Westphal** - applied for an easement donation for his property on Bishop Meade Road. The property is 135 acres with four remaining DUR's and an existing house. A site visit was conducted September 10th. On motion of Mr. Engel, seconded by Ms. Wallace members approved the easement donation with an increase to a 6,500 square foot footprint and 25' roof height limit for the second primary dwelling to be located within a building envelope as identified during the site visit.

b. **Playgarden** – Mr. Will Robinson had asked for reconsideration of the easement donation for Playgarden. Ms. Teetor reported that the owners are still considering the square footage restrictions.

c. **Dean** – Bill Dean applied for an easement donation for a portion of his property in Boyce. Mr. Dean is developing the portion of his property that is within the Boyce town limits but a 2 acre parcel is on the south side of Roseville Run and has a DUR. A site visit was conducted September 10th. On motion of Mr. Buckley, seconded by Mr. Engel members unanimously approved the easement donation of Mr. Dean.

Purchase

On motion of Mr. Engel, 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. Buckley, the Authority unanimously approved reconvening in Open Session. Mr. Engel moved, seconded by Ms. Wallace, 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:

| | | | | | |
|-----------|--------|-------------|--------|--------------|-----|
| Mr. Weiss | Absent | Ms. Wallace | Aye | Mr. Buckley | Aye |
| Mr. Engel | Aye | Ms. Thomas | Absent | Mr. Ohrstrom | Aye |
| Ms. Jones | Absent | | | | |

The following actions were taken subsequent to the Closed Session:

On motion of Mr. Engel, seconded by Mr. Buckley, the Authority unanimously voted to give final approval, and directed staff to draft a purchase offer for the Chair's signature, for \$60,000, for the DUR purchase application of Kenneth Pitta.

Adjournment There being no further business, Mr. Buckley moved and Ms. Wallace seconded that the Authority adjourn to the Thursday October 16th at 10:00 am. The motion was approved unanimously.

George L. Ohrstrom, II, Chair

Alison Teetor, Clerk to the Authority



ROBIN COUCH CARDILLO

October 10, 2014

Clarke County Conservation Easement Authority
Fundraising and Public Relations Report
October 2014 meeting

Donor Statistics

See attached Master Report

- Total to date is \$11,805 from 88 donors (one new donor from summer newsletter thus far)

Ongoing

-Farmers' Market adventure

- Report on response to October 11 market space
- Newspaper coverage; the land conservation message

-Fall Taxpayer Newsletter

- Profile of Greenway Court easement
- Legislation on conservation tax incentives
- New grants (Alison)
- Recap other orgs that can hold easements for residents (VA Outdoors Foundation, Dept of Forestry, National Park Service, etc.)
- Photo contest – mention photos due in spring, start shooting now; revised categories (adding students, board/ staff)

-Year-end appeal

- Draft letter for review mid-November; target mailing December 1
- Two versions of letter: Current donors, lapsed donors (haven't given in last two years)
- Personal notes

-Speaking opportunities

- Revisit topic(s) to pitch: 5 Myths About Land Conservation in Clarke County
- Venues: start with local civic org meetings, churches if possible (men's/ladies' groups, youth groups)

-Publicity

- 2014 Land Conservation Hero(es); start planning process/ award

-Other

- Outreach to schools to establish Student Conservation Clubs (in partnership with national SCA?); Pete Engel as Authority liaison
- A holiday activity/ event? Decorate a tree on conspicuous easement property?

192 Dunderidge Drive | White Post | Virginia | 22663
540.336.3053 | robinco@wildebeestmedia.com

Jared

Fundraising Results: Clarke County Conservation Easement Authority

As of October 10, 2014

| | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 to date |
|--|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Amount | \$13,345 | \$19,090 | \$20,871 | \$25,649 | \$26,396 | \$25,843 | \$23,530 | \$42,266 | \$11,805.00 |
| # Donations | 115 | 161 | 208 | 209 | 203 | 195 | 181 | 200 | 88 |
| YE Donor Appeal | | | | | | | | | |
| YE Donor Appeal Amount | \$8,465 | \$8,310 | \$8,477 | \$10,134 | \$8,376 | \$12,815 | \$7,250 | \$15,706 | |
| Donor Respondents | 73 | 59 | 87 | 86 | 76 | 68 | 50 | 69 | |
| YE Prospect Amount | | \$2,115 | \$425 | | | | \$40 | | |
| Prospect Respondents | | 24 | 7 | | | | 1 | | |
| Winter Newsletter | | | | | | | | | |
| Dollar Amount Respondents | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| | \$3,775 | \$455 | \$2,700 | \$2,065 | \$2,865 | \$2,126 | \$3,611 | \$4,805 | \$3,335 |
| | 35 | 5 | 23 | 27 | 32 | 21 | 32 | 39 | 26 |
| Spring Newsletter | | | | | | | | | |
| Donor: Dollar Amount | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| Donor: Respondents | \$3,775 | \$455 | \$2,074 | \$5,820 | \$2,810 | \$2,520 | \$3,415 | \$1,975 | \$3,705 |
| Daypayer Spring Newsletter: Dollar Amt | | 5 | 19 | 38 | 26 | 27 | 32 | 28 | 26 |
| Over Spring Newsletter: Respondents | | 16 | \$940 | \$460 | \$450 | \$825 | \$765 | \$165 | \$1,380 |
| | | | 19 | 10 | 4 | 11 | 5 | 4 | 9 |
| Summer Newsletter | | | | | | | | | |
| Dollar Amount Respondents | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| | \$2,370 | \$2,370 | \$2,020 | \$1,330 | \$1,883 | \$2,735 | \$1,580 | \$5,040 | \$1,130 |
| | 20 | 20 | 27 | 22 | 33 | 26 | 21 | 22 | 19 |
| Fall Newsletter | | | | | | | | | |
| Donor: Dollar Amount | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| Donor: Respondents | \$2,210 | \$2,210 | \$765 | \$260 | \$7,300 | \$2,946 | \$4,630 | \$2,660 | \$2,660 |
| Daypayer Fall Newsletter Dollar Amt | | 12 | 5 | 7 | 25 | 26 | 30 | 27 | 27 |
| Over Fall Newsletter: Respondents | | 25 | \$90 | \$1,405 | \$65 | \$605 | \$715 | \$240 | \$240 |
| | | | 4 | 8 | 2 | 8 | 9 | 5 | 5 |
| Over the Transom | | | | | | | | | |
| Dollar Amount Donor Respondents | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 |
| | \$3,380 | \$3,380 | \$3,380 | \$4,175 | \$1,900 | \$868 | \$1,457 | 10,500 | \$1,550 |
| | 17 | 17 | 17 | 11 | 5 | 6 | 2 | 2 | 2 |
| Donor Thank-You Party | | | | | | | | | |
| Dollar Amount Donor Respondents | 2006 | | | | | | | | |
| | \$1,105 | | | | | | | | |
| | 6 | | | | | | | | |
| Photo Revenue | | | | | | | | | |
| Gift-in-Kind (admin work donated by Kate Petranec) | | | | | \$747 | \$57 | \$67 | | \$469 |
| | | | | | | | \$473 | | |
| | | | | | \$346 | | | | |

MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: October 10, 2014
SUBJECT: Application for easement DUR purchase – Glen Masters
Tax Map# 21-((A))-18A & 21-((A))-18B

Glen Masters has applied to the easement authority for approval of an easement DUR Purchase. The property consists of 2 parcels located at 1004 Pyletown Road 1 mile west of Route 340. The parcel identified 21-((A))-18A is 11.8 acres with an existing house. Parcel 18B is 6.4 acres with 1 DUR. The parcels will be merged prior to easement recordation and therefore are treated as one for this application. A site visit was conducted October 15th.

The parcel is zoned AOC qualify for use value taxation, in accord with the Commissioner of Revenue's requirements, therefore a DUR purchase 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 parcels were originally scored separately but when since merger is eminent the scoring was redone to evaluate the property as a whole.

The property meets 3 of the 4 criteria, it is next to an existing easement (Bauhan), scored over 35 (57.39) and is retiring the one remaining DUR. The entire property is within the Prospect Hill Spring drainage area, and have frontage on 2 scenic byways Pyletown Road and Summerville Rd. Based on the criteria adopted by the Authority, offers for parcels with Property Resource Scores over 52 shall be calculated by multiplying the number of development rights to be purchased by the value of the development right, as determined by the Easement Authority, not to exceed \$40,000 per development right.

Recommendation

Give final approval and determine purchase offer.



Glen Masters
Tax Map# 21-((A))-18A, 11.8 acres, 1 DUR, 1 ext. house
21-((A))-18B, 6.4 acres, 1 DUR

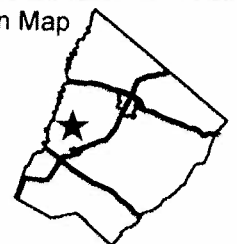
Clarke County GIS
 September 16, 2014

200 100 0 200 Feet



- Conservation Easements
- Parcel Boundary
- Public Road
- Private Road
- Scenic Byway

Location Map



Aerial Imagery 2011 Commonwealth of Virginia

MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: October 10, 2014
SUBJECT: Application for easement purchase – Susan Digges
Tax Map# 36-((A))-1 and 28-((A))-48

Susan Digges has applied to the easement authority for approval of an easement purchase. The properties qualify for FRPP funding as they have greater than 50% prime soils. There are two parcels, each has an existing house and 2 remaining DUR's. They will be scored and treated individually as they will not be merged and will have separate applications under the FRPP program.

Tax Map# 28-((A))-48

The property is located on the east side White Post Road 1281 White Post Rd. it is bordered on the east side by the railroad. The property is 34.5 acres, has 2 DUR's and an existing house built in 1902. The applicant would like to retire both remaining DURs.

The parcel is zoned AOC and is in use value taxation, therefore in accord with the Commissioner of Revenue's requirements, therefore a purchase may be considered if at least two of the following four guidelines are met:

Easement Purchase

If the parcel is currently in or eligible for use value taxation, in accord with the Commissioner of Revenue's requirements, then a purchase 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 of the criteria. The parcel score is over 35 (79.5), points were given for retiring 2 DUR's, being next to an existing easement, having a contributing structure in the Greenway Rural Historic District, and being partly in the groundwater recharge area. The applicant would like to retire both of the remaining DUR's, it is adjacent to an existing easement, and it is not more than 40 acres.

Recommendation

Give approval for FRPP application and schedule a site visit.

Tax Map# 36-((A))-1

The property is located on the east side White Post Road, just south of the other property at 1807 White Post Rd. it is bordered on the east side by the railroad. The property is 21 acres, has 2 DUR's and an existing house built in 1833. The applicant would like to retire both remaining DURs.

Family

The parcel is zoned AOC and is in use value taxation, therefore in accord with the Commissioner of Revenue's requirements, therefore a purchase may be considered if at least two of the following four guidelines are met:

Easement Purchase

If the parcel is currently in or eligible for use value taxation, in accord with the Commissioner of Revenue's requirements, then a purchase 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 of the criteria. The parcel score is over 35 (79.3), points were given for retiring 2 DUR's, being next to an existing easement, and having a contributing structure in the Greenway Rural Historic District. The applicant would like to retire both of the remaining DUR's, it is adjacent to an existing easement, and it is not more than 40 acres.

Recommendation

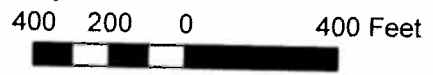
Give approval for FRPP application and schedule a site visit.



Susan Digges
Tax Map# 28-(A)-48, 34.5 ac., 2 DURs, 1 ext. dwl.
Tax Man# 36-(A)-1, 21 ac., 2 DURs, 1 ext. dwl.

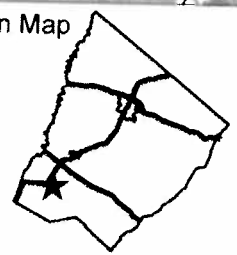


Clarke County GIS
 May 9, 2014



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

Location Map



MEMORANDUM

TO: Conservation Easement Authority
FROM: Alison Teetor
DATE: October 10, 2014
SUBJECT: Application for easement donation – John Taylor
Tax Map# 28-((A))-45

John Taylor has applied to the easement authority for approval of an easement donation. The property is vacant and located on the east side of the railroad on Rock Gate Lane approximately ¼ mile south of White Post off White Post Road. The property is 22.6 acres, wooded, with 2 DURs.

The parcel is zoned AOC and is not in use value taxation, but is eligible, 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:

Easement Donation

If the parcel is currently in or eligible for use value taxation, 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.

The property meets 3 of the 4 of the criteria. The parcel score is over 35 (64.6), points were given for retiring 2 DUR's, being next to an existing easement, and being in the same ownership for more than 50 years. The applicant would like to retire both of the remaining DUR's, it is adjacent to an existing easement, and it is not more than 40 acres.

Recommendation

Give preliminary approval and schedule a site visit.



Lewis J. Taylor
Tax Map# 28-((A))-45, 22.6 ac., 2 DUR's



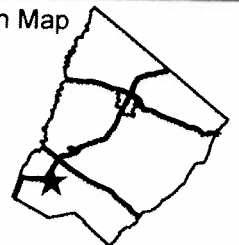
Clarke County GIS
 October 6, 2014

200 100 0 200 Feet



-  Conservation Easements
-  Parcel Boundary
-  Public Road
-  Private Road
-  Scenic Byway

Location Map



Aerial Imagery 2011 Commonwealth of Virginia