

# Clarke County

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## HISTORIC PRESERVATION COMMISSION

### AGENDA

Wednesday – 2021 May 19 – 4:00 *p.m.*

Town/County Government Center

101 Chalmers Court

Berryville, VA 22611



1. Call to Order
2. Approval of Agenda
3. Approval of minutes for March 17, 2021
4. Report Executive Committee
5. Staff Reports
  - BZA Update
  - Battle of Berryville Project Update
  - Town of Boyce
6. CLG/other Grant projects
7. Old Business
  - Criteria for Demolition – Draft Code Amendment (Attachment)
8. New Business
  - Annual Preservation Awards (Attachments)
  - Historic District signage
  - Annual Report to Board of Supervisors and/or Planning Commission
9. Adjournment (Next Scheduled Meeting: July 21, 2021)

**CLARKE COUNTY**  
**HISTORIC PRESERVATION COMMISSION**  
**Minutes - March 17, 2021**

A regular meeting of the Historic Preservation Commission was held at the Town/County Government Center, 101 Chalmers Court, Berryville, Virginia on 17 March 2021 at 4:00 p.m.

**Present:** Betsy Arnett, Terri Catlett, Robin York, Page Carter, Billy Thompson, Bob Stieg, Maral Kalbian (*Consultant*)  
**Phone In:** Katherine Berger  
**Absent:** Doug Kruhm  
**Staff:** Jeremy Camp

**Approval of the Agenda:** The meeting was opened by Ms. Arnett (Chair) followed by a motion being made, and seconded, to approve the HPC agenda for the meeting. The motion passed unanimously.

**Approval of Minutes for January 20, 2021:** A motion was made, seconded, and passed unanimously to approve the minutes with one minor typographical error change on page 4, line two. The change including adding the word "t" so the sentence read as follows: "...when it very well could be."

**Report of the Executive Committee:** No report.

**Staff Reports:**

Mr. Camp reported on the BZA variance application submitted by the owner of 140 White Post Road. He informed members that a public hearing is scheduled for April 19, 2021 at 10AM and that the staff report and agenda would be available the week prior.

In regards to the Battle of Berryville Project, Mr. Camp mentioned the copy of the letter from Richard Grubb & Associates that will be discussed later in the agenda of this meeting.

Ms. Kalbian spoke about archeological research she has been working on at the Balclutha house (located *off of Rt. 340 in northern Clarke County*). She met with Bob Jolley and requested some lidar images of the property from DHR.

Ms. Kalbian said that she met with Bob Randolph about the Old Chapel (*off of Bishop Meade Road*). They had some questions about the balcony, wanting to ensure that it is accessible and structurally sound. Ms. Kalbian and a colleague visited the site and

prepared a report identifying 5 things observed that concerned her. Ms. Kalbian discussed some of her comments. This included concerns about where the rainwater was being directed from the gutting; cracking of the door wood due to improper drying, rotting wood; and cracking of the stone in the building foundation.

Ms. Kalbian said that she spoke with a descendant of an African American family in Clarke County who has roots connected with the Bristow Baptist Church (*located near the intersection of Shepherds Mill and Casleman Roads*). The descendant had done some research and written about the history of her family. Ms. Kalbian encouraged the descendent to publish her findings.

Ms. Kalbian spoke about the email that Chairman Arnett had sent out concerning the demolition of the Boyce Colored School, a historic building that was once a school for African Americans. Ms. Kalbian discussed that she visited the site and documented it, including a collection of photographs. She also met with the owners and spoke with David Clarke who works for the Town of Boyce. Unfortunately, the owners did not appear to be interested in preserving the building and wanted to continue with the demolition of it.

Ms. Kalbian mentioned that she attended the recent webinar offered by Virginia's United Land Trusts, titled *Heirs Property CLE: Understanding the Concept to Protect Ownership and Prevent Land Loss*.

Ms. Kalbian also said she gave two presentations on the confederate monuments since the last HPC meeting and also spoke with the local DHR representative about the possibility of using the CLG grant in the future to help with the contextualization of the monument, as recommended by the Monument Committee to the Board of Supervisors. Ms. Kalbian said that she was informed that this could be project for use of the CLG grant in the future. Furthermore, Ms. Kalbian had another conversation with an employee of the Park Service about the possibility of updating register nominations and learned that the Civil Rights Grant is expanding next year to include slavery, which she thought would be something they could possibly add to the register nominations.

Ms. Kalbian said that she is continuing to work on her new book and is making slow but steady progress.

Bob Stieg spoke about his favor of the idea of using the grants in the future. He believed this was consistent with the recommendation from the Monument Committee's recommendation to retain the monument and make it "a memorial and educational space," including recognition of the significant African American contribution. Terri Catlett provided a summary of the full list of recommendations from the Monument Committee. Some discussion followed about researching the

possibility of the Andrew Mellon Foundation grant as a possible source of funding for such project(s).

**Certified Local Government (CLG) / Other Grant Projects:** Mr. Camp said that a press release was released about the beginning of the Battle of Berryville Project and that the letter in the agenda package was a letter that is being sent to the property owners in the area from the contracted consultant for the project, Richard Grubb & Associates. Field work is anticipated to begin in Spring. Mr. Camp said that Ms. Teetor is working on the CLG grant application for Ms. Kalbian's book that is expected to be completed and submitted by the end of the month to meet the application deadline. Ms. Kalbian spoke about her conversations with Blandy Farm about getting a grant application in for the identification and research of the African American grave site on the property. Members spoke about support for this effort by Blandy Farm and further discussed what Ms. Kalbian brought up earlier in the meeting about using CLG grants for identification and research of African American gravesites and other contributing resources to supplement register nominations.

#### **Old Business:**

- Criteria for Demolition in Local Historic Districts:** Ms. Arnett (Chair) summarized the previous meeting's discussions about the HPC adopting guidelines for demolition that were developed by the HPC's committee. In the previous meeting, there was concern raised about the criteria that discussed the feasibility of rehabilitation by using the assessed value. At that time, it was agreed by the HPC to continue discussion at a future meeting. Mr. Camp said that the concern is that using assessed value would not always make sense because there are some structures that are assessed unusually low. Data was shared by Mr. Camp on the current assessed value of structures in the historic district. What the data showed is that in some cases the assessed value was unreasonably low. If using this data was the only means of determining if rehabilitation was feasible, it would not always result in a reasonable result. Mr. Camp recommended an approach that relied more on consideration of market value. He provided an example of guidelines used by the Town of Herdon that used market value instead of assessed value. Members agreed and pointed to the example of the old gas station structure in Millwood that was only assessed at \$2,000. After some discussion, HPC members had a consensus to revise the criteria to closer match the language used by the Town of Herdon. Mr. Stieg asked if it would be better to prioritize the criteria and/or create a scoring system. Ms. Kalbian said that in her opinion it would be better not to, and simply use the criteria as guidelines in what information to evaluate on individual requests. Ms. Arnett asked Staff to draft a code amendment that would include the criteria for review at the next HPC Meeting.

**New Business:**

- **Annual Preservation Awards:**

A short-list of properties that may be appropriate for an award was provided by Ms. Kalbian. This included the following: 1) White Post Gas Station (business), 2) 8 East Main Street (Boyce), 3) Old Waterloo Road (Boyce), 4) Bloomfield, and 5) River House. At the meeting she also added 6) the house across from Old Chapel. The HPC discussed removing Bloomfield and River House because they were not complete yet. This left the four properties. Members agreed that all of these were appropriate for an award. A motion to approve the four nominees was made by Mr. York, seconded by Mr. Stieg, and the motion was approved unanimously. HPC Members discussed giving the awards in July instead of May due to concerns about the pandemic. Location options were also discussed, including possibly giving the awards outdoors and/or at one of the sites of the properties, such as the old gas station. Ms. Carter favored the idea of taking the award winners out to lunch as recognition. It was agreed to give the awards in July and to continue discussion in May about organization of the award presentations.

**Adjournment:** On motion of Mr. Thompson, seconded by Mr. York, to adjourn the meeting was made and passed unanimously. The meeting adjourned at approximately 5:10 pm. The next meeting is scheduled for Wednesday May 19, 2021.

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Betsy Arnett, Chair

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Jeremy Camp, Clerk to the Commission

<b>4.2.4</b>	<b>Historic Overlay District</b>	<b>H</b>
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Purpose:  
 The intent of this Section is to promote and protect the health, safety, comfort, and general welfare of the community through the preservation and enhancement of buildings, structures, places, and areas that have special historical, cultural, architectural or archaeological significance. It is hereby recognized that the destruction or alteration of said buildings, structures, places, and areas may cause the permanent loss of resources that are of great value to the people of Clarke County, and that special controls and incentives are warranted to ensure that such losses are avoided when possible.

The purposes for establishing a special Historic District zoning classification are:

- To preserve and improve the quality of life for residents of the County by protecting familiar and treasured visual elements in the area.
- To promote tourism by protecting historical and cultural resources attractive to visitors.
- To stabilize and improve property values by providing incentive for the upkeep and rehabilitation of older structures.
- To educate residents on the local cultural and historic heritage as embodied in the Historic District(s) and to foster a sense of pride in this heritage.
- To promote local historic preservation efforts and to encourage the nomination of qualified historic properties to the National Register of Historic Places and the Virginia Historic Landmarks Register.
- To prevent the encroachment of buildings and structures which are architecturally incongruous with their environs within areas of architectural harmony and historic character.

**A. Creation of Historic Overlay District**

1. A special zoning overlay designation is hereby created for Historic Districts and historic landmarks properties under authority of [Va. Code §15.2-2306](#). Location and boundaries of Historic Districts shall be delineated by the Board of Supervisors upon consultation with the Historic Preservation Commission (“Preservation Commission”), the Planning Commission, residents of proposed Historic Districts and local citizens' groups, and shall be incorporated into the Official Zoning Map as special overlay zones designated as Historic Districts (H).
2. Procedures for Establishing Historic Overlay Districts. The Preservation Commission may initiate a proposal of an amendment to the Ordinance for the establishment of a Historic District (H) by adoption of a resolution proposing the amendment. Prior to the public hearing of the Planning Commission on a petition for the establishment of an Historic District (H), the Preservation Commission shall hold a public hearing on such a petition following the procedures for notice as established in [Section 2.5 \(Public Hearings\)](#). Following the public hearing, the Preservation Commission shall report to

the Planning Commission and the Board of Supervisors its recommendation with respect to the proposed amendment. A Historic District shall not be designated if the owner(s) of record of at least 25% of the lots, shown on the Commissioner of Revenue Tax Maps, within a proposed Historic District filed written objection thereto with the Board of Supervisors prior to commencement of the public hearing before the Board.

3. Criteria for Designation of Historic Districts. The Board of Supervisors may designate one or more Historic Districts provided that any such District conforms to the definition of Historic Areas set forth in [Va. Code §15.2-2201](#), and that any such District meets one or more of the following criteria:
  - a. It is associated with a particular person, event, activity, or institution of local, state or national historical significance.
  - b. It contains buildings whose exterior design or features embody or exemplify the distinctive design characteristics of one or more historic areas, styles, materials, or construction methods, or exemplify the work of an acknowledged master or masters.
  - c. It possesses an identifiable character that reflects the cultural or architectural heritage of Clarke County.
  - d. It contains qualities and/or artifacts that significantly contribute to present-day knowledge and understanding of lifestyles, activities, events or experiences of a previous area.
  - e. Its unique location or physical characteristics represents an established and familiar pattern or unique visual feature of the County.

#### **B. Certificates of Appropriateness**

A Certificate of Appropriateness shall be required for the erection of any building or structure, or the major alteration or restoration of a contributing building or structure, within the boundaries of a Historic Overlay District, structure, or sign; the major alteration or restoration of a contributing building or structure; or the razing, demolishing, or moving of any historic landmark, building, or structure. The requirements for the application, review, and approval of certificates of appropriateness are set forth in [Section 6.2.5 \(Certificate of Appropriateness\)](#).

#### **C. Penalties for Noncompliance**

Any violation of this section shall be subject to the provisions for violations and penalties set forth in [Section 10 \(Enforcement\)](#) of this Ordinance.

#### **D. Special Overlay District Regulations – Uses**

Class 5 wireless communication facilities (WCFs) and co-location on existing structures may be permitted subject to compliance with the requirements of this Section. Class 1, 2, 3 and 4 WCFs shall be prohibited.

<b>6.2.5</b>	<b>CERTIFICATE OF APPROPRIATENESS (CA)</b> Certificate of Appropriateness review is required to ensure that proposed construction, alteration, and restoration projects in the Historic (H) Overlay and Historic Access Corridor (HAC) Overlay Districts are compatible with the historic character of these historic preservation areas.	
<u>Approval Authority:</u>	<ul style="list-style-type: none"> <li>• Historic (H) Overlay District properties – Historic Preservation Commission (HPC); HPC Executive Committee in limited situations (see <a href="#">Subsection B</a>)</li> <li>• Historic Access Corridor (HAC) Overlay District properties – <ul style="list-style-type: none"> <li>○ Berryville Area Development Authority (BADA) if located in Berryville Annexation Area</li> <li>○ Planning Commission if located outside Berryville Annexation Area</li> </ul> </li> </ul>	<u>Time Limit for Review:</u> Yes – See <a href="#">Subsection B-6</a> for applications in the H District, and <a href="#">Subsection C-6</a> for applications in the HAC District
<u>Pre-Application Meeting Required:</u> No		<u>Public Hearing Required:</u> Yes if reviewed by full HPC, BADA, or Planning Commission
<u>Other Applicable Deadlines:</u> None		<u>Expiration:</u> Yes, for certificates issued in the Historic Overlay District – See <a href="#">Subsection B-7</a>

**A. When Required.**

1. Properties Located in the Historic (H) Overlay District. A certificate of appropriateness shall be required for the following activities:
  - Erection of any building, structure, or sign
  - The major alteration or restoration of a contributing building or structure
  - Razing, demolishing, or moving any historic landmark, building, or structure
  
2. Properties Located in the Historic Access Corridor (HAC) Overlay District.
  - a. No structure or building to which the HAC District applies shall be erected, reconstructed, altered, or restored unless a Certificate of Appropriateness is approved.
  
  - b. Single family detached dwellings or any structures existing as of January 1, 1995 that are expanded by not more than 100% of their heated square footage as of



January 1, 1995 are excluded from the requirement for a Certificate of Appropriateness.

- c. If any part of a structure to be erected, altered, or restored is located within these boundaries, the entire structure shall be governed by this ordinance.
- d. Any structure proposed to be erected, altered, or restored within a lot, which is partly located within the HAC District, shall be exempt from this ordinance, if said structure is located entirely outside the HAC District.
- e. Signs. A certificate of appropriateness shall be required only for signs proposed on lots located within in the HAC District and the Berryville Annexation Area.
- f. The provisions of this ordinance shall not apply to the regular maintenance of structures within the HAC District. For the purposes of this section, changing the exterior color and/or materials of a structure or building shall be deemed an alteration and not regular maintenance.

**B. Review Procedures and Criteria – Historic (H) Overlay District.**

1. Review Procedures. The Executive Committee of the Historic Preservation Commission (HPC), comprised of the Commission’s Chair and the Vice-Chair, shall review a certificate of appropriateness application before any of the following activities may occur within the boundaries of the H District:
  - Any degree of alteration or restoration of a non-contributing building or structure.
  - Minor alteration or restoration of a contributing building or structure.
  - The erection of a sign.

If the Executive Committee finds that the proposed activity is not compatible with the Historic District, as described in [Subsection 5](#), the matter shall be referred to the full HPC for consideration. A decision by the Executive Committee to approve a certificate of appropriateness may be appealed to the full HPC by any aggrieved party (except as noted below) within 10 working days of the decision. A decision of the HPC may be appealed to the Board of Supervisors per [Subsection 8](#). The Chair shall inform the HPC of any Executive Committee approvals in writing, within five working days of the action. A member of the HPC may request, in writing, that the full HPC review any approval by the Executive Committee. Such request for review must be submitted to the Zoning Administrator within five working days of action notification.

2. A major alteration of a building or structure shall include any work that requires a building permit, or the repair or replacement of windows or roofs. A minor alteration of a building or structure does not require a building permit or does not involve the repair or replacement of windows or roofs.

3. Approval of a certificate of appropriateness certifies that such erection, reconstruction, alteration or restoration is compatible with the historic landmarks, buildings, or structures within the District, based upon criteria listed in [Subsection 5](#). This section shall not be construed as to include normal repairs and maintenance such as repainting, provided such repair and maintenance activity does not include any architectural changes or alterations.
4. Razing, Demolition or Moving Within the H District. No historic landmark, building, or structure within the H District shall be razed, demolished, or moved until a certificate of appropriateness is issued by the HPC, or upon appeal, by the Board of Supervisors. However, approval of such a certificate of appropriateness for demolition of a non-contributing structure within the H District may be delegated by the HPC to the Zoning Administrator (following the criteria and notice set forth in this ordinance), with appeal to the HPC, and with subsequent appeal to the Board of Supervisors. When considering a request for razing, demolishing, or moving, the criteria of [Subsection 5](#) shall apply. In addition, the following criteria shall be considered:
- a. How the historic landmark, building, or structure contributes to the District.
  - b. If the proposed demolition impacts the architectural and historic integrity of the District.
  - c. What alterations have been made in the past.
  - d. If the building or structure provides significant historic context to the local community.
  - e. The impact of the proposed demolition on the visual continuity of the streetscape.
  - f. If it is feasible to stabilize the historic landmark, building, or structure. A structural engineer's report may be required.
  - g. If rehabilitation is feasible instead of demolition. A cost analysis may be required that details the cost of rehabilitation in comparison to the market value.
  - h. If the plans for the proposed replacement building (if any) meet the design criteria of the District.

For purposes of this subsection, demolition is defined as removal of forty percent (40%) of a building or structure's total exterior wall or roof structure.

5. Criteria for Approval of Certificate of Appropriateness. In reviewing a request, the HPC shall not approve a certificate of appropriateness unless the applicant's proposals are architecturally compatible with the motif and character of the H District. The HPC shall base its decision on whether the proposed action conforms to the criteria set forth by the [Secretary of the Interior's Standards for Rehabilitation](#). The HPC shall also consider the following factors:
- a. The extent to which the project will affect the overall character, visual fabric, rhythm, and continuity of the District.
  - b. Whether the height, proportion, openings, spacing, roofs, walls, fences, landscaping, ground cover, scale, and directionality of the proposed work are visually compatible with the surrounding community.

- c. Whether the materials, textures, and colors planned for use are compatible with the District's character.
  - d. In the case of a building to be razed, demolished, or moved, the extent to which the loss of said building will detract from the Historic District and the purposes of this Section.
6. Action on Certificate of Appropriateness Application. The HPC shall conduct a Public Hearing in accord with [Section 2.5 \(Public Hearings\)](#) of an application for a certificate of appropriateness for any activity that is initially heard by the full HPC. Public notice is not required before action by the Executive Committee.

The HPC shall act to approve, approve with conditions, or deny the requested certificate of appropriateness within 60 days of the initial Public Hearing on the request. Failure of the HPC to act within this 60-day period shall be deemed approval of the request unless the HPC and the applicant agree upon an extension of the time period. The Executive Committee shall act to approve, approve with conditions, or refer to the HPC the requested certificate of appropriateness within 30 days of the first meeting of the HPC on the request. Failure of the HPC to act within this 30-day period shall be deemed approval of the request unless the HPC and the applicant agree upon an extension of the time period.

7. Approval Expiration. Unless a final certificate of occupancy has been issued for the structure or structures described in the certificate of appropriateness, an approved certificate of appropriateness shall no longer be valid after five years from the date of issuance by the HPC. Upon application of the developer filed before expiration of the certificate of appropriateness, the HPC may grant one or more extensions of such approval for additional periods as the HPC, at the time the extension is granted, determines to be reasonable. Such extensions shall take into consideration:

- Whether a building permit has been issued;
- Whether substantial construction work has been completed;
- The size and phasing of the project; and
- The laws, ordinances, and regulations in effect at the time of application for the extension request.

8. Appeal. Any decision made under the provisions of this Section may be appealed to the Board of Supervisors by any party aggrieved by such decision and may be further appealed pursuant to [Va. Code §15.2-2306](#). In lieu of an appeal to the Board of Supervisors of a decision to deny a request to demolish an historic structure, [Va. Code §15.2-2306](#) provides a procedure to allow a property owner to demolish an historic structure after it has been offered for sale “at a price reasonably related to its fair market value:”

- a. Such price shall be not more than 120% of the assessed value of the property as set by the County Commissioner of the Revenue.

- b. If the property owner does not believe that a price that is not more than 120% of the assessed value is reasonable, he or she may obtain a value from a certified appraiser at his or her expense. If the value determined by the property owner's appraiser exceeds 120% of the assessed value, the appraiser and the Commissioner of the Revenue shall establish a mutually agreed upon price. If the appraiser and the Commissioner are unable to establish a mutually agreed upon price, the County shall obtain the services of a certified appraiser to establish a third value. The cost of this appraiser to establish a third value shall be paid by the property owner. The price reasonably related to fair market value shall then be the average of the assessed value, the value established by the appraiser hired by the property owner, and the value established by the third appraiser.

**C. Review Procedures and Criteria – Historic Access Corridor (HAC) Overlay District.**

1. Reviewing Boards. The architectural review board responsible for the administration of this ordinance and approval or denial of certificates of appropriateness for activity in Annexation Area B shall be the Berryville Area Development Authority (BADA). The architectural review board responsible for the administration of this ordinance and approval or denial of certificates of appropriateness for activity outside of Annexation Area B shall be the Planning Commission.
2. Applications. Applications for certificates of appropriateness shall be made on forms provided by the Zoning Administrator, who shall serve as agent for the architectural review board. Applications for new construction shall be submitted with the applications for site plan approval and shall be considered in conjunction with the site plan. Other applications shall be submitted at least 15 calendar days before the next regularly scheduled meeting of the architectural review board. The Zoning Administrator may require a revised application with a new application date when alterations or modifications are made to the accepted application.

Except as further provided, when filing an application of a certificate of appropriateness, applicants must submit the following information for consideration by the architectural review board:

- Architectural elevations of all building facades and structures, drawn to scale, identifying all colors and materials to be used (a set of samples shall be submitted wherever practical), and showing spatial relationships with neighboring properties (use of photographs or drawings relating the proposed project to the surrounding streetscape is encouraged).
  - Approved or proposed site plans.
  - Landscaping plans, with signage, and lighting systems (including analysis of impacts on nearby lots).
3. Applications for Signs. When filing an application for a certificate of appropriateness for signs, applicants must submit the following information:
    - A scale drawing of the proposed sign.

- Proposed materials for the sign, including supports, and the lighting method to be used.
  - A sketch or photograph showing the proposed location of the sign on the building or site.
4. Waiver of Application Requirements. Upon written request from the applicant, the Zoning Administrator may waive any of the requirements in the previous section, deemed not to be necessary for review of the application. The architectural review board may overrule these waivers if additional information is determined to be required by the board at its meeting to consider the application. The Zoning Administrator may promulgate rules and procedures for the filing application under this ordinance not in conflict with the provisions of this ordinance.
  5. Public Hearing Required. The architectural review board shall conduct a Public Hearing in accord with [Section 2.5](#) of an application for a certificate of appropriateness.
  6. Action on Application. In response to applications for certificate of appropriateness, the architectural review board shall vote and announce its decision to approve, deny, or approve with conditions that modify the application. Action on any matter properly before the architectural review board shall be taken not later than 45 days after the conclusion of the public meeting on the matter, unless the time is extended by mutual agreement between the architectural review board and the applicant. All decisions of the architectural review board in granting or denying a certificate of appropriateness shall be in writing, a copy of which shall be sent to the applicant and a copy filed with the agent. In the case of denial of a certificate of appropriateness, the architectural review board shall state the reasons for such denial in writing. In citing the reasons for denial, the architectural review board may make suggestions that would assist the applicant in the resubmitting of an application.
  7. Design Guidelines for development in the HAC District are set forth in [Section 7.6 \(Historic Access Corridor \(HAC\) Overlay District Design Standards\)](#).
  8. Approval Expiration. Unless a final certificate of occupancy has been issued for the structure or structures described in the certificate of appropriateness, an approved certificate of appropriateness shall no longer be valid after five years from the date of issuance by the Planning Commission. Upon application of the developer filed before expiration of the certificate of appropriateness, the Commission may grant one or more extensions of such approval for additional periods as the Commission, at the time the extension is granted, determines to be reasonable. Such extensions shall take into consideration:
    - Whether a building permit has been issued;
    - Whether substantial construction work has been completed;
    - The size and phasing of the project; and
    - The laws, ordinances, and regulations in effect at the time of application for the extension request.

9. Appeals. Any decision made under the provisions of this Section may be appealed to the Board of Supervisors by any applicant aggrieved by such decision and may be further appealed pursuant to [Va. Code §15.2-2306](#).
  
10. Conformance with Certificate of Appropriateness.
  - a. Before the issuance of building permits for any work that has been approved by the architectural review board, the Zoning Administrator shall require applicants to submit plans that accurately reflect any changes or conditions imposed by the architectural review board in its approval of projects.
  
  - b. All work performed pursuant to issuance of a certificate of appropriateness shall conform to the approved plans and specifications and to any modifications required by the certificate of appropriateness. In the event work is performed not in conformance with the certificate of appropriateness, the Zoning Administrator shall notify the responsible person or firm in writing of the violations and shall take the necessary legal steps to ensure that the work is performed in conformance with the certificate of appropriateness. Any violation of this section shall be subject to the provision for violations and penalties set forth in [Section 10 \(Enforcement\)](#) of this Ordinance.
  
  - c. Any change in the approved plans subsequent to the issuance of the certificate of appropriateness shall be promptly submitted to the Zoning Administrator prior to construction of the modified feature. The Zoning Administrator may administratively approve non-substantial modifications with notice thereof to the architectural review board at its next meeting. Copies of any proposed revisions deemed substantive by the Zoning Administrator shall be forwarded to the architectural review board, accompanied by additional application materials as determined necessary by the Zoning Administrator and the architectural review board to render a decision.

## HISTORIC PRESERVATION AWARDS

### 2000

Virginia & Roland Mitchell  
Jean Lee & Henry Julius  
The Pritchard Family  
Clarke Co. Historical Association

Lifetime Achievement - Saratoga  
Brexton  
Smithfield  
*Berryville Celebrates!*

### 2001

Joan H. Dunning  
Charles P. Beach  
Harriet Hentges & Wayne Koonce  
Sarah P. Trumbower

Lifetime Achievement - Farnley  
Horseshoe Lodge  
Clifton  
Leadership – CCHA/CCHPC

### 2002

Suzanne McKown  
Mildred Dunn Wilson  
Randolph & Susan Jones  
Charles & Natalie Burwell

Lifetime Achievement - Norwood / CCHA  
The Tuleyries  
Rosemont  
Community Leadership

### 2003

Stuart E. Brown, Jr.  
Robert Johnston & Laurie Volk  
Kathleen & Peter Engel  
The Good Will Association, Inc.  
Clarke Co. Board of Supervisors

Lifetime Achievement  
Mansfield Farm  
257 White Post Road  
Millwood Colored School/Community Center  
District Courthouse

### 2004

Mary Morris  
Project Hope Foundation  
Roger Chavez & Snow Fielding  
Josephine School Community Museum  
Billy Thompson

Professional Achievement – Archivist, CCHA  
Stewardship – Carter Hall  
Carter Hall Mill  
Legacy – Josephine School  
Lifetime Achievement

### 2005

Bethel Memorial Church  
Richard C. Plater, Jr.  
  
Joseph and Lucia Henderson  
Erika Shriner and Robert Bosserman  
Meade Memorial Church

Stewardship Award  
Leadership Award for contributions to preservation  
of Burwell Morgan Mill  
Stewardship Award for the rehab. of Chapel Hill  
Certificate of Merit for the rehab. of Three Pounds  
Certificate of Merit for their sympathetic design

### 2006

Boyce Town Council  
Nancy St. Clair Talley  
Charles and Betty Schutte  
To Michele Fascelli  
& Town of Berryville

Certificate of Merit for Historic District  
Lifetime Achievement Award  
Stewardship Award for Huntingdon  
Certificate of Merit for redevelopment of 36 West  
Main Street, Mario's Restaurant

2007

Grace Episcopal Parish	Stewardship of Wickliffe Church
Wingate Mackay-Smith	Lifetime Achievement Award
Doug Bartley and Deborah Simmons	Certificate of Merit for preservation of Lucky Hit
Simon McKay	Certificate of Merit for publication of brochure, <i>Civil War Battle Monuments in Clarke County</i>

2008

Cunningham Chapel Parish and Burwell Trust	Stewardship Award for Old Chapel/Burwell Cem.
Margot Foster	Stewardship Award of Joannasburg/Rockwood Ridge
Robert and Nina Randolph	Certificate of Merit for preservation of New Market
John Hudson and Bank of Clarke County	Certificate of Merit for publication of: <i>Since 1881: A Quasquicentennial Commemoration of Bank of Clarke County</i>

2009

App. Trail Cons'y and Potomac App. Trail Reid Everly	Stewardship Award for Bear's Den Ctr. Leadership Award
Marjorie and John Lewis	Certificate of Merit for the rehabilitation of the Cliff
Don and Mary Royston	Certificate of Merit for publication: <i>Green Hill Cemetery &amp; the Cemeteries of Clarke Co.</i>
Robert A. Ferrebee	Certificate of Merit for creation of the <i>Grave Locator, Green Hill Cemetery, Berryville, VA</i>

2010

Randy and Sharon Vinson	Certificate of Merit for rehabilitation of The Pharmacy
Bob Stieg	Leadership award in the area of historic preservation
Millwood Country Club	Certificate of Merit for stewardship and sensitive addition

2011

Page Carter	Leadership award in the area of historic preservation
The University of Virginia	Stewardship of the Quarters at Blandy Farm
The Town of Berryville and Berryville Main Street	Certificate of Merit for the Rehab and preservation of the Firehouse Gallery
John Hudson	Certificate of Merit for publication of <i>Welcome to Boyceville</i>

2012

Holy Cross Abbey	Stewardship of Cool Spring
Diana Kincannon	Leadership Award for Barns of Rose Hill
Barns of Rose Hill	Certificate of Merit for Rehab and preservation of Barns
Daniel Shores of Sono Luminus	Certificate of Merit for Rehab of Old Emmanuel Episc. Church and Chapel in Boyce



2013

John Bieschke  
Page Carter and Ellen Carroll  
Audley - Jens Vonlepel,  
former General Manager  
Les Query

Leadership award in the area of historic preservation  
Certificate of Merit for stables at Kentmere Certificate of  
For the Stewardship of Audley Farm

Merit for digitizing historic maps Certificate of Merit for  
publication of *Clarke County, VA*

Maral Kalbian

Certificate of Merit for the publication of "Images of  
America: Clarke County"

2014

Tom Gilpin  
Jon and Carol Joyce  
Matthew Mackay-Smith  
Clarke County Historical Assoc.

Leadership award in the area of historic preservation  
Preservation award for rehabilitation of Locke's Mill  
Preservation award for the rehabilitation of the "Buttery"  
Preservation award for stewardship of the Burwell Morgan  
Mill

2015

Caroline McKay and Jim Rieger

Certificate of Merit for the Rehabilitation of 106 Chapel Ave,  
(Goodrich House)

Ted Guarriello

Certificate of Merit for restoration of stone fencing along Clay  
Hill Lane and Bishop Meade Road  
Stewardship of Stone's Chapel

Stone's Chapel Memorial Assoc.  
Larry Hardesty, President  
Maral Kalbian & Betsy Arnett

Certificate of Merit for the Clarke County Driving Tour  
Brochure

2016

Town of Boyce

Certificate of Merit for the Rehabilitation of the Boyce Town  
Hall

Georgetown University

Certificate of Merit for the Stewardship of Hohenheim at the  
Georgetown University Calcagnini Contemplative Center

William "Biff" and Barbara  
Genda  
Elizabeth Locke and John  
Staelin

Certificate of Merit for the Stewardship of Rosemont

Lifetime Achievement Award for Stewardship of Historic  
Clarke County Properties

2017

Teri Dunphy

Certificate of Merit for the Rehabilitation of the 323 S.  
Church St.

Pat & Suzanne Eblen and  
Scot Lessler  
Dr. Frank Scheer

Certificate of Merit for the Rehabilitation and Adaptive Reuse  
of The Retreat (The Judge Parker House)

Stewardship Award for the Preservation of the Boyce Train  
Station

Casey Trees

Stewardship Award for the Preservation of Springsbury Farm

2018

Plater and Robinson Families  
Jeffrey Digges  
Shenandoah University

Certificate of Merit for the Play Garden

Stewardship of Greenway Court

Certificate of Merit for River Campus at Cool Spring  
Battlefield

Phyllis Cullen

Certificate of Merit for the rehabilitation of 2037  
Millwood Road

2019

Alain and Celeste Borel

Certificate of Merit for preservation of Mount Airy

Page Carter

Certificate of Merit for rehabilitation of 1959 Millwood  
Road

White Post Restorations and  
Donnie Carver

Certificate of Merit for the restoration of the White Post

Donald and Mary Shockey

Stewardship Award for Callander I and Callander II

2020

Matthew Hannan

Certificate of Merit for the Rehabilitation of 1682  
Millwood Road and the Love and Charity Chapel

Josephine and Steven Fleming

Certificate of Merit for the Rehabilitation of 169 John  
Mosby Highway

Bill and Anne McIntosh

Certificate of Merit for the Rehabilitation of 997 Bishop  
Meade Road

Jay Hillerson

Lifetime Achievement for Preservation Projects



**PRESS RELEASE**  
**May 2021**  
**RECIPIENTS OF**  
**2021 HISTORIC PRESERVATION AWARDS**

The Clarke County Historic Preservation Commission is pleased to announce its **22nd annual** Historic Preservation Awards. The awards are presented to citizens-residents and property owners 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 awards are presented at this time of year in recognition of May as National Preservation Month.

This year, four awards will be presented. Due to the pandemic, we will not hold our annual awards luncheon, but instead have a reception later on in the year.

**The 2021 award recipients are:**

**1. White Post Village Association**

**Certificate of Merit for the Rehabilitation of the White Post Gas Station at 217/221 Berry's Ferry Road in White Post**

In 2017, the White Post Village Association was gifted the abandoned ca. 1930 gas station located in the heart of White Post. After careful consideration, they decided to restore it to its original glory as a Sinclair gas station as it would have appeared in the mid-1930s. Not only did they raise the considerable funds for restoring the building, but they also added gas pumps, lights, and a historic sign. As work progressed on the building, including the restoration of the unusual, unique "pebbledash" stucco with glass "pebbledash" that came from the Fenton Glass factory in West Virginia, community enthusiasm for the project grew. The project not only brought this unique symbol back from near ruin, but it also illustrates how communities can work together to get things done. The Clarke County Historic Preservation Commission recognizes the White Post Village Association's sensitivity and hard work that went into the rehabilitation of this building by presenting them with a 2021 Certificate of Merit.

**2. Frank S. and Luanne T. Carey**

**Certificate of Merit for the Rehabilitation of 8 East Main Street in Boyce, VA**

Luanne and Sumner Carey purchased 8 East Main Street in Boyce in 2020 and, in a very short time, brought the house back to its former glory. Constructed, ca. 1900, the frame house is considered the town's best example of the Queen Anne style. The Careys meticulously renovated the large dwelling while maintaining its historic character and ensuring its preservation for years to come. Its prominent location near the main intersection of town provides an asset to Boyce's historic streetscape. The HPC is proud to present the Careys with a 2021 Certificate of Merit for the sensitive rehabilitation and preservation of their property.

**3. Patricia L. Corbat**

**Certificate of Merit for the Rehabilitation of 41 Lanham Lane near Old Chapel**

Patricia Corbett purchased the large, Victorian frame dwelling located across the road from Old Chapel in 2018. The house had not been updated in many years and required much work. Since that time, Patricia has rehabilitated the house, bringing it up to modern standards while not negatively impacting its historic integrity. Located on land originally owned by Warner Washington and later by David Sowers, who built Woodley in the 1830s, the lot on which the house stands was subdivided off in the 1880s and was sold to Isham K. Briggs, the postmaster of the newly created railroad stop of Briggs. It is believed that Briggs constructed this house soon after acquiring the land. The store and post office building was located just to the east, right off the railroad tracks. The Isham house is prominently located and provides a welcome enhancement to a very historic part of Clarke County. For her hard work, the HPC is happy to award Patricia with a 2021 Certificate of Merit for the rehabilitation of 41 Lanham Road.

#### 4. **Old Waterloo LLC** Certificate of Merit for the Rehabilitation of 27 Old Waterloo Road in Boyce

They (**get their names**) purchased this property in 2018. Historically associated with the Jackson and Carter families, the house was constructed in the early 1900s, and was abandoned for several years. The sensitive rehabilitation of the house has brought it back to life. The HPC is particularly thrilled about this project because for several years the house was listed ~~by the county on the HPC's list of historic properties threatened by as an example of~~ "demolition by neglect." The rehabilitation illustrates how historic buildings are often very well built and of sound condition and should be restored rather than demolished. The Clarke County Historic Preservation Commission is proud to present (**their names**) with a 2021 Certificate of Merit for the rehabilitation of 27 Old Waterloo Road.

Questions:	Maral Kalbian, Architectural Historian on contract to County	955-1231
	Jeremey Camp, Senior Planner/Zoning Administrator	955-5131