

**FAUQUIER COUNTY
ARCHITECTURAL REVIEW BOARD**

Meeting Minutes

September 4, 2019

4:00 p.m.

Warren Green Building, 2nd Floor Meeting Room

10 Hotel Street, Warrenton

Attendance:

Jack LaMonica, Vice Chair (Marshall District Representative)

John Toler (Scott District Representative)

Virginia Gerrish (Center District Representative)

Mary Root, Chair (Citizen-at-Large)

Bryan Jacobs (Lee District Representative)

Members Absent:

Bob Lee (Planning Commission Representative)

Kristie Kendall (Cedar Run District Representative)

Staff:

Wendy Wheatcraft, Staff

Maureen Williamson, Staff

1. Chair Mary Root called the meeting to order at 4:00 p.m.
2. The August 7, 2019 meeting minutes were reviewed. Ms. Gerrish made a motion to approve the minutes, as presented. The motion carried 5 – 0.
3. Ongoing Business

- Finalize the Development of an Annual County Preservation Award Program

Ms. Root opened the meeting by introducing the Preservation Award Program's three revised forms saying the first order of business was to review and approve the forms. Ms. Wheatcraft explained that the text in red on the draft copies represents the changes the ARB suggested at the August ARB meeting. Ms. Root noted liking the Project Examples section showing a list of example projects, which replaced an earlier version of the information sheet. The Project Example section's goal is to give the applicant ideas on what can be nominated.

Mr. LaMonica had a question relating to bullet number five on the "About the Award" information sheet. He asked if the word "how" in the sentence should be changed to "that." The ARB discussed using the words "In which ways" or "evaluate" to replace the word "how." Ms. Root suggested that the word "determine" be replaced with "evaluate." The ARB agreed.

Ms. Root remarked that she liked the font used in the heading of the "About the Award" information sheet and asked that all award program forms are made to match using this font. Ms. Wheatcraft said she would make each form's heading uniform.

Ms. Gerrish commented on the Francis Fauquier crest asking Ms. Wheatcraft if it could be enlarged in order to take up more of the left hand corner of the page. Ms. Wheatcraft said she would try to enlarge the crest.

Ms. Gerrish made a motion to approve the finalization of each of the three Annual Fauquier County Preservation Award Program forms with the previously-mentioned changes. Mr. Jacobs seconded the motion. The motion passed unanimously.

Ms. Wheatcraft told the ARB that there would be no set-up fee for the engraving on the pitcher, but the image (the Francis Fauquier crest) must be in the form of a vector file and the county does not have this capability. However, the engraver, for a fee, will convert the image into a vector file. Ms. Root advised that once the image is in vector format, to ask the engraver for a copy, as the image in this format, can be used repeatedly.

Ms. Wheatcraft asked the ARB for their opinion on timing of the launch of the Award Program. For the first year of the Program, Mr. Jacobs expressed that if the nominations are going to be accepted through the end of March and presented in May, he suggested rolling it out in January. The ARB agreed. Ms. Wheatcraft said she would finalize the forms and the Program would be ready to initiate in January.

Mr. LaMonica inquired about the procedure to present the award. Ms. Wheatcraft suggested hosting a reception for the award recipient and inviting the elected official who represents the district in which the award was won. Ms. Gerrish suggested that if the ARB elects to do educational outreach for Preservation Month in May 2020, perhaps the award could be presented as part of the program. Mr. Jacobs suggested presenting the award at the end of the educational program.

4. New Business

No New Business was discussed.

5. Announcements

- Assistance from Kevin Burke, County Attorney

Ms. Root shared that she is working with County Attorney Kevin Burke on how to obtain title to a small parcel in Remington she described as “floating.” The parcel has never been surveyed and is approximately half an acre in size. Ms. Root said the now vacant lot was deeded in the 1920s and feels that the lot should never have been recorded by the County as it was done so with no bearings listed. She said that the parcel needs to be rejoined to the surrounding lots so that it can be sold to a church that is interested in increasing their acreage. Mr. Jacobs asked about the parcel’s location and stated that the property was the site of an old store.

- HP Table at Warrenton First Friday – 9/6/2019 (held jointly with Town of Warrenton)

Ms. Wheatcraft said that she and the Town of Warrenton’s Preservation Planner plan to set up a joint information table at Warrenton’s September First Friday.

- October 18-19, 2019 – Preservation Virginia Mini-Conference – African American Cemeteries, Loudoun County

Ms. Wheatcraft informed the ARB that Preservation Virginia is trying something new this year by offering mini-conferences or one-day “intensives” with the first one being offered in Loudoun County on the topic of African American Cemeteries in October. She believes the mini-conference will be held in Waterford with site visits to be held in the afternoon. The cost to participate is \$60.00. Registration is now open.

- Mr. Jacobs announced that his band, Remington Steel, will be playing at the Goldvein Jubilee on Saturday, September 21, 2019 in Goldvein at Monroe Park.
- Mr. LaMonica told the ARB that the Ayrshire Fall Fest Harvest Days will be happening in Upperville on Friday and Saturday, October 5 and 6.
- Ms. Root said the Remington Fall Festival is planned for Saturday, October 12.

Ms. Wheatcraft asked the ARB to start thinking about a location for the holiday party, which historically has taken place immediately following the December ARB meeting. There was discussion about again having the function at Old Bust Head Brewery at Vint Hill.

Ms. Wheatcraft mentioned attempting to find the “black graveyard,” identified in a property boundary description on an 1860 Fauquier deed and located in the vicinity of Rock Hill Mill Road. This has been a project discussed previously by the ARB.

6. The next ARB meeting is scheduled for Wednesday, October 2, 2019.
7. There being no further business, the meeting was adjourned at 4:58 p.m.