

**FAUQUIER COUNTY  
ARCHITECTURAL REVIEW BOARD**

**Committee Meeting Minutes**

June 3, 2015

4:00 p.m.

2nd Floor Conference Room, Warren Green Building, 10 Hotel Street, Warrenton

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**Attendance:**

Mary Root, Chair (Citizen-at-Large)  
Virginia Gerrish (Center District Representative)  
Hilary Gerhardt (Cedar Run District Representative)

**Not in Attendance:**

Lee District Representative (position open)  
Julie Broaddus (Scott District Representative)  
Bob Lee (Planning Commission Representative)  
Jack LaMonica (Marshall District Representative)

**Staff:**

Wendy Wheatcraft, Preservation Planner  
Maureen Williamson, Staff

**Guests:**

Corinne Compton, Commissioner of the Revenue, GIS Specialist  
Carlos Meixner, GIS Specialist  
Mike Block, Lee District

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1. Call to Order  
Ms. Root called the meeting to order at 4:05 p.m.
2. The May 6, 2015 meeting minutes were reviewed.

*A quorum was not present; therefore, the May 6, 2015 minutes were tabled and carried over to the next business meeting of the ARB, which will be held on July 1, 2015.*

3. New Business

- Welcome newly-appointed ARB Member – Virginia Gerrish, Center District Representative  
ARB members and Ms. Wheatcraft welcomed Ms. Gerrish to the ARB.
- County Processes of Recording a Cemetery and New County Identification Form  
Ms. Wheatcraft stated that the County currently has two processes for recording cemeteries. She introduced two guests to the ARB, Corinne Compton and Carlos Meixner.

Corinne Compton, GIS specialist with the Commissioner of the Revenue's office, spoke.

- Ms. Compton receives recorded plats. Occasionally, she will note cemeteries on the plats.

- Ms. Compton will try to discern ownership of the cemetery through a deed search and will assign a separate PIN number, if cemetery ownership can be verified.
- She is then able to add the cemetery to the GIS tax parcel layer. (Cemetery parcels are not taxed.)

Carlos Meixner, GIS specialist with the County's GIS Department, spoke.

- When Mr. Meixner is aware of a cemetery through a Cemetery Identification Form or other means, he will note the cemetery on the County's GIS cemetery layer.
- Mr. Meixner provides citizens with a copy of the Fauquier County Cemetery Identification Form and encourage them to complete the form.

Ms. Wheatcraft distributed the revised cemetery form. Both Ms. Compton and Mr. Meixner expressed no issues with the new form. Ms. Wheatcraft requested to be informed when a newly-recorded cemetery has been noted in GIS. Ms. Wheatcraft will distribute cemetery brochures to both offices.

- Archaeology Workshop – OCTOBER 2015

Ms. Wheatcraft reminded the Board that October is Virginia Archeology Month and asked board members if they were thinking about hosting a public educational archaeology event in 2015. The Board listed several possible subjects/sites of Fauquier County study and possible speakers including:

- Concentrate on threatened resources including cemeteries, battlefields, military encampment sites
- Anatomy of a Civil War Encampment
- Rob Orrison with Prince William County - Bristol Station Battlefield
- Auburn Battlefield Historic District
- Elk Run Anglican Church site
- McCormick House & Factory in Auburn
- Rector Tract – Mill Site
- Field Walking Tour of the Rappahannock Station area
- Waterloo Village (factory and mill sites, prehistoric sites) – PEC would be interested in a partnership.
- County staff member, David Ek's property, which could have been a camp site but needs verification.

4. Ongoing Business

- Recap and review of 2015 Masonry Workshop
- Revision of the ARB Webpage

Ms. Wheatcraft discussed the revision of the ARB webpage and link on the County's website. Although revision of the site was not discussed at length, there was some desire on the part of the Board to highlight ARB sponsored events and presentations with photos on the webpage.

5. Announcements

- Casanova Tower SE Application. Where is it now?

At the May 14, 2015 BOS meeting, a public meeting was held at Highland School related to the Casanova Tower application. The Board postponed the vote on the tower for ninety days. Applicant has been requested to review an alternative site on an adjacent parcel.

6. Next Meeting

**The next meeting will be held on Wednesday, July 1, 2015.**

Due to the upcoming July 4<sup>th</sup> holiday, Ms. Wheatcraft asked Board members if they would like to hold the upcoming meeting and suggested that an ice cream extravaganza be held during the meeting to celebrate the holiday. Board members were receptive to the idea of an ice cream extravaganza and each member was encouraged to bring a topping of their choice.

7. There being no further business, the meeting was adjourned at 5:55 p.m.