

**FAUQUIER COUNTY  
ARCHITECTURAL REVIEW BOARD**

**Meeting Minutes**

April 6, 2016

4:00 p.m.

Warren Green Building, 1<sup>st</sup> Floor Conference Room  
10 Hotel Street, Warrenton

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**Attendance:**

Mary Root, Chair (Citizen-at-Large)  
Virginia Gerrish (Center District Representative)  
Bryan Jacobs (Lee District Representative)  
Jack LaMonica (Marshall District Representative)  
Reta Rodgers (Cedar Run District Representative)

**Not in Attendance:**

Bob Lee (Planning Commission Representative)  
Scott District Representative (position open)

**Guests:**

Ken Alm, Fauquier County Planning Commissioner  
Carol Hertz, Town of Warrenton Architectural Review Board Member

**Staff:**

Wendy Wheatcraft, Preservation Planner  
Maureen Williamson, Staff

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1. Call to Order.  
Ms. Root called the meeting to order at 4:00 p.m.
  
2. Review/Approval of Meeting Minutes – March 2, 2016  
The March 2, 2016 meeting minutes were reviewed. Mr. Jacobs made a motion to approve the minutes. Ms. Gerrish seconded the motion. The motion carried 4 – 0.
  
3. Ongoing Business
  - May 14, 2016 Public Program – *Fauquier County Historic Property Research Workshop*  
Ms. Wheatcraft noted that she attended a regular meeting of the Town of Warrenton's Architectural Review Board (ARB) for the purpose of inviting the Town ARB to partner with the County's ARB for the Fauquier County Historic Property Research Workshop. She reported that the Town ARB agreed to partner with the County's ARB for the program.  
  
Ms. Wheatcraft introduced a representative from the Town's ARB, Ms. Carol Hertz. The ARB welcomed Ms. Hertz.  
  
Ms. Wheatcraft discussed the program's venue. She said the use of the Mosby House carries with it an issue of liability. She noted the convenience of hosting the program in the Warren Green Building's BOS chambers as the audio/visual capabilities are well established. Members agreed to hold the program in the BOS

chambers and also agreed to set up the room the Friday afternoon before the program.

Ms. Wheatcraft shared Associate Professor Michael Spencer's biography with the ARB. She told the ARB that Associate Professor Spencer has agreed to speak at the program at no charge as he told Ms. Wheatcraft that it is the University of Mary Washington's mission to share knowledge with the public. However, Ms. Wheatcraft noted that a gift certificate would be an appropriate gesture of appreciation since he would be donating his time.

Ms. Root, asked Ms. Wheatcraft to make a request of Associate Professor Spencer to use local or familiar building examples in his presentation. Ms. Wheatcraft agreed to contact Associate Professor Spencer to make the request.

For ARB input, Ms. Wheatcraft presented several versions of a program flyer. The Board agreed upon the flyer with the "balloon" caption.

The ARB had a general discussion about advertising the program. Ms. Wheatcraft said that the Town of Warrenton has agreed to advertise the program on their website and Facebook page, and PEC has agreed to post it on their digital calendar of events. The ARB discussed other ways to advertise the program including the following:

*Fauquier Now* Calendar, Fauquier County website, Fauquier County Public Library, Citizens for Fauquier County, *Warrenton Lifestyle* Magazine, Discovery Publications, Inc., Partnership for Warrenton, Afro-American Historical Association, Fauquier Heritage and Preservation Foundation/John K. Gott Library, Fauquier Historical Society, Virginia Department of Historic Resources Facebook page, Warrenton Antiquarian Society, Northern Virginia Community College, Lord Fairfax Community College, Germanna Community College, University of Mary Washington, 50<sup>th</sup> Anniversary National Historic Preservation Act website page, Historic Preservation Roundtable, and Molly's Restaurant and other businesses along Main Street in Warrenton.

Ms. Wheatcraft agreed to email the flyer to ARB members and the Town of Warrenton for distribution. Ms. Gerrish agreed to post the flyer on several social media websites such as Facebook pages and Twitter feeds.

Ms. Root asked about the possibility of program participants receiving continuing education credits from the American Institute of Architects (AIA) since there were many who attended last year's workshop in order to receive the offered credits. Being an architect, Mr. LaMonica was asked if he thought that the AIA would be interested in offering at least one credit for this year's workshop. Mr. LaMonica stated that the subject matter of the workshop might not fit into the AIA continuing education categories. Ms. Wheatcraft stated that the County would not have been able to offer the credits last year without the assistance and support of the local AIA chapter, considering the time and fees usually involved for AIA credit providers. Their assistance would probably be needed again.

Ms. Wheatcraft also shared a draft press release she created for the program, which will be sent to the news organizations in hopes that it will be picked up for an article.

A general discussion was had related to refreshments for the program. Mr. LaMonica discussed the option of providing doughnuts from the Apple House Restaurant in Linden. Ms. Wheatcraft estimated approximately 30 program participants (although

hopefully more), and therefore, there would be a need for three dozen. She also said that she would order a fruit bowl and small chicken sandwiches from Chick-fil-A. Due to price, quantity and convenience, the ARB decided on obtaining coffee from Red Truck Bakery. Water will also be offered to the public.

- Prehistoric Predictive Model Project

Ms. Wheatcraft said that the funding for this project will be secured from this fiscal year's 2015-2016 budget. She reported that Dovetail Cultural Resource Group was selected to perform the work at a cost of around \$16,000. For the newer members of the ARB, Ms. Wheatcraft described the project as a GIS-based mapping model, which uses typographic features, like ground elevation, proximity to water, and soil type, as well as previously-identified sites and accepted knowledge of prehistoric culture in the Piedmont, as indicators for predicting the location of prehistoric archaeological sites. She said that the project is meant to be a tool for preservation planning.

- 2016-2017 DHR Survey and Planning Grant Proposal – Due April 8, 2016

Ms. Wheatcraft reported that at first, the plan was to submit a grant proposal to DHR for the identification of historic cemeteries in a portion of the County. However, now the thought is to turn attention to providing survey work and update of the National Register nomination for the Upperville Historic District, which was listed in the National Register in 1972. Upperville was the very first National Register listing in Fauquier County. Because the village was listed so early, there was no requirement at the time for comprehensive survey work of the properties or a more inclusive history of the village recounted in the nomination. Ms. Wheatcraft feels that the Department of Historic Resources (DHR) will likely fund this grant proposal, as one of the State's grant priorities is to document under-documented or old historic districts.

4. New Business

- Summary of DHR Workshop Held on March 28, 2016

Ms. Gerrish, who attended the DHR Workshop on March 28, 2016, explained that it was a refresher of the Secretary of the Interior's Standards and Guidelines. She noted having the PowerPoint presentations from the workshop should anyone be interested in reviewing them.

5. Announcements

Ms. Wheatcraft reported that the new County website is now live, and the ARB, Historic Preservation, and Conservation Easement webpages have been updated.

6. The next meeting is scheduled for Wednesday, May 4, 2016.

7. There being no further business, the meeting was adjourned at 5:22 p.m.