

ALBEMARLE COUNTY HISTORIC PRESERVATION COMMITTEE
MINUTES for January 24, 2022, Virtual Meeting

ATTENDANCE:

Committee Member Name	Present	Absent
Ross Stevens, <i>Chair</i>	X	
Liz Russell, <i>Vice-Chair</i>	X	
Pete Cypret, <i>Secretary</i>	X	
Betsy Baten		X
Diane Brown Townes	X	
Peter Daniel	X	
Daniel Gidick	X	
Craig Jacobs	X	
Ed Lay		X
Carter Montague	X	
Nancy Takahashi	X	
Bea LaPisto-Kirtley, <i>BOS Liaison</i>	X	
Jennie More, <i>PC Liaison</i>	X	
Margaret Maliszewski, <i>Planning Manager</i>	X	
Khris Taggart, <i>Planner</i>	X	

1. Call to order
 - a. Committee welcomed Bea LaPisto-Kirtley.
2. Establish a Quorum:
 - a. Margaret Maliszewski called the meeting to order and established a quorum at 4:37pm.
3. Annual Meeting Items:
 - a. Election of Officers: Ross Stevens was elected as Committee Chair (Motion presented by Liz Russell, seconded by Carter Montague), vote was unanimous; Liz Russell was elected as Committee Vice Chair (Motion presented by Carter Montague, seconded by Nancy Takahashi), vote was unanimous; Pete Cypret was elected as Committee Secretary (Motion presented by Liz Russell, seconded by Diane Brown Townes), vote was unanimous with Pete Cypret abstaining.
 - b. Margaret Maliszewski advised Committee dates/times can be discussed at the next meeting.
 - c. Adopt Rules of Procedure: Liz Russell opened discussion for the rules of procedure and absent discussion asked for a motion to approve procedures as published; Peter Daniel made the motion to approve and Nancy Takahashi seconded; rules were unanimously approved.
4. Approval of Minutes from October 2021; Motion to approve minutes presented by Daniel Gidick, seconded by Diane Brown Townes. The minutes were approved unanimously.
5. Staff Update
 - a. Historic Marker Program
 - i. Margaret Maliszewski provided an update that began with a brief background on the program for new members and then communicated:
 - b. A local historic marker program will need to be adopted by the BOS. It can be presented for consideration by the BOS in time for next year's budget cycle.
 - i. The request will be for the marker program and its associated funding. The funding would include dollars for the markers and for a planner (part time?)
 1. Liz Russell asked for details regarding the Board's budgeting process; Margaret Maliszewski advised the Board has a continual budgeting process, however bringing forward a proposal by the end of summer may work well.

2. Supervisor Bea LaPisto-Kirtley asked for clarification of a comment from Margaret regarding a staff position; Margaret responded that the subcommittee advised staff support would be needed, and that position or the hours for that position would need to be included in the proposal.

c. Annual Meeting

- i. Margaret Maliszewski advised that based on the above discussion that choosing regular meeting dates/times be deferred until February to allow for revision of the top 10 list, which would need Board approval and would follow amendments to the Historic Preservation Plan.
 1. Margaret further advised that the absence of a top 10 list may leave committees without clear objectives.
- ii. Liz Russell asked Margaret for an overview of the annual meeting agenda, to which Margaret replied:
 1. Set time/date/place of meeting (noting that during Covid place would continue to be virtual for the time being)
 2. Nancy Takahashi asked for an explanation of how the Comprehensive Plan impacts Committee work; Margaret replied that Historic Preservation Plan is part of the Comprehensive Plan which also includes additional topics such as broader conservation initiatives.
 3. Nancy asked whether a subcommittee should assess the Comprehensive Plan to advise a path forward at the next meeting; Liz responded that a general discussion at the next meeting may make sense, after which a subcommittee could consider afterwards so that staff could gather materials.

6. Work Group Updates

a. Heritage Education-Tourism

- i. Liz Russell restated the objective of the program and provided updates on 4 markers in various stages of completion with Nancy Takahashi advising that the Riverview Farm sign has been ordered and was expected to be received by March.
- ii. Liz also gave an update on a 5th potential marker topic, Glendower School, and noted the marker was waiting on direction of the proposed local marker program.

b. Demolition and Documentation

i. Demo Report

1. Ross Stevens provided the following updates:
 - a. 81 Stockton Ridge - a vernacular farmhouse at Misfit, in the Greenwood area. Renovated in 1977 and has lost a lot of historic fabric.
 - b. 1225 Appletree Lane - house has been gutted and has sat vacant for a while. Waiting to hear back from owners for permission to document.
 - c. 1634 Ruhr Pocket Lane - waiting to hear back from owners for permission to document.

ii. Documentation

1. Carter Montague asked for clarification on FOIA restrictions for site documentations.
 - a. Khri Taggart advised that more than 1 visitor triggers FOIA requirements,
 - b. Liz Russell clarified that FOIA was triggered by quorum, which for committees could be only 2 people; discussion was held on options including potential for staff to join; Khri further outlined the FOIA requirements that 2 subcommittee members could go to a site, even if that constitutes a quorum, as long as 3 calendar days prior public notification was provided.

7. Questions:

a. New owners of historic properties:

- i. Carter Montague asked whether Real Estate e-mails were still being sent out.
 1. Action Ross Stevens agreed to double check the auto search.
- ii. Daniel Gidick advised of new owners of Old Hall and slightly less recently of Tipton, both in Scottsville.

b. Threatened properties to watch:

- i. Ross Stevens asked Margaret Maliszewski regarding e-mail communication with Southern Development; Margaret advised that Southern Development e-mailed that they would not have possession of Dunlora until spring.
 1. Action: Ross Stevens asked that calendar be marked to reach out to Southern Development in Spring for an onsite visit to the property.
- ii. Ross mentioned Jones family homes along Garth Road.
- iii. Jennie More discussed the White Gate Farm development; Ross Stevens advised he was checking on the property; Liz Russell advised their site plan was online.

- c. Recently demolished structures?
 - i. None were noted
- 8. Announcements:
 - a. Next Meeting February 28, VIRTUAL.
- 9. Adjournment of Full Committee Meeting: 5:38pm.
- 10. Call to Order the Meeting of the HPC Historic Marker Subcommittee 5:38pm
- 11. Discussion Item: Albemarle County Remembrance Marker Program
 - a. Guest - Kim Biasolli, Natural Resources Manager
 - i. Kim manages the Natural Resources Committee for the County
 - ii. Overview of process for getting approval for new stream health programs, including definition of goals, public engagement, project website, etc.
 - iii. Kim to share slides with Subcommittee.
- 12. Adjournment of the HPC Historic Marker Subcommittee 6pm.