

**HISTORIC RESOURCES TASK FORCE**  
**Wednesday February 9, 2005**  
**3:30 p.m.**  
**Basement Conference Room**  
**City Hall**

1. Approval of Minutes – December 8, 2004  
January 12, 2005
2. Future Directions
  - Prepare list of proposed tasks
  - Discuss meeting day and time
  - Ask Council to make the task force a permanent committee (Historic Preservation Committee) and appoint members
  - Prepare a budget
3. Other Business
4. Adjourn

**NOTE: You can park in the Market Street Parking Garage. Stamp your ticket for two hours free in the Neighborhood Development Services lobby seating area.**



**Historic Resources Task Force  
Minutes  
January 12, 2005  
Basement Conference Room, City Hall**

Task Force members present:

Helena Devereux

Ingrid Smyer-Kelly

Winston Churchill Gooding

Staff present: Mary Joy Scala.

Mr. Gooding moved to approve the minutes of December 8, 2004. He then changed the motion to approve the minutes at the next meeting, due to the absence of members who had attended on December 8.

The minutes would be considered again at the next meeting. Mary Joy was asked to emphasize in the email that members should attend if possible.

Mary Joy said she was planning to attend the upcoming County Historic Preservation Committee meeting on January 24, 2005 to observe.

Helena Devereux said she would like to see a reduction in friction regarding historic issues in Charlottesville, and to raise awareness about our assets.

Winston Gooding suggested a listing of top places to visit.

Ingrid Smyer-Kelly asked how the tour book is doing?

Winston suggested showcasing the book on a Channel 13 show.

Ingrid said she would bring a report on the booklet.

The task force discussed changing the meeting date. Helena preferred Thursday. Ingrid preferred Monday. Winston suggested meeting mornings or lunchtime. Helena suggested polling everyone by email.

Ingrid suggested that each member call a fellow member to encourage participation, and think about who could be new members.

Helena suggested describing a "building of the month" on bulletin board space. Another possibility is a calendar with a "building of the month."

Winston thought the group could make use of the Daily Progress more, to write letters.

The next meeting is February 9. Helena will call Mary Hill; Ingrid will call Ginny Keller.

The meeting was adjourned at 4:15 p.m.

## **PRIORITY RECOMMENDATIONS for HISTORIC PRESERVATION IN ALBEMARLE COUNTY**

1. Create a permanent Historic Preservation Committee to provide assistance and advice concerning the County's historic preservation program.
2. Compile and maintain a current and comprehensive information base for Albemarle County's historic resources. This database should include, but is not limited to, the following: Identification of all historic sites by tax map and parcel number; maintenance of a map of potential prehistoric archaeological sites, and ready accessibility to all Virginia Department of Historic Resources historic survey inventory data on Albemarle County resources. This information base should be consulted so that historic resources may be fully considered in the County's development review process, and should be made easily available to interested citizens for educational and informational purposes. This information base should also be coordinated with the County's GIS system.
3. Institute a program whereby new owners of historic properties are notified of the significance of their property and are given instructions for obtaining additional preservation-related information concerning their historic resource.
4. Establish a formal definition of the term "significant historic resource" to be used in the implementation of the County's Historic Preservation Plan.
5. In the event that demolition of a significant historic resource must occur, thoroughly document the resource prior to demolition. Also encourage documentation prior to major adaptive reuse or renovation whenever possible.
6. Promote and encourage preservation by making available information regarding state and national register designation procedures, tax incentives, historic and conservation easements, and other voluntary preservation measures.
7. Foster community pride, good citizenship, and stewardship of the County's historic resources through heritage education programs, beginning with the creation of educational/informational brochures on various County historic preservation issues, including state and national register listing, tax incentives, County policy, etc.
8. The Historic Preservation Committee should work with other organizations to initiate and implement community events for Albemarle County that recognize our historic resources. These events should be coordinated with other statewide heritage tourism activities and National Preservation Week.
9. To help protect the Monticello viewshed, adopt a more formalized procedure that begins early in the planning process to encourage cooperation between the Thomas Jefferson Memorial Foundation and developers of property within the viewshed.
10. Be prepared to take advantage of resources, as they become available, to assist in implementation of the County's historic preservation plan.
11. Continue to pursue the implementation of financial incentives for historic preservation, including the establishment of a revolving loan fund and the requisite enabling legislation.
12. Two years after the adoption of these recommendations, evaluate the County's progress on these preservation priorities, and evaluate the need for a historic overlay district ordinance.