

Botetourt County, Virginia
Botetourt County Citizen Commission for Preservation of Historical Properties

October 12, 2023

(Originally Scheduled for September 21, Postponed to this Date)

3:00 p.m.

Fincastle Library

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Minutes, August 17, 2023**
- 4. Unfinished Business**
 - a. Update on Bryan McDonald House (Steve and Jon)**
 - b. Definition of "Historic" (Mary Bess) (Postpone to regular October meeting, on the 19th)**
 - c. Draft Brochure (Sarah)**
 - d. Upcoming Programs, September, October, November (Sarah)**
- 5. New Business**
 - a. Botetourt Preservation Partnership (Steve)**
 - b. Historic Greenfield Brochure (Steve)**
 - c. Selected By Laws clarification, (Attachments 1 and 2)(Steve)**
 - d. Self-Assessment after Two Years (Attachments 3 and 4) (All)**
 - e. Other New Business**
- 6. Discussion**
- 7. Announcements**
- 8. Adjournment**

ATTACHMENT 2

Candidate Topics for Self-Assessment

Board

Size?

Compositiopn?

Key Functions?

Frequency of Meetings?

Mission Statement?

Vision Statement?

Key Target Activities

Privately Owned Historic Properties?

Historic Districts in Towns?

Furnaces?

Locks and Dams?

Specific Properties (e.g., Grove Hill)

National Recognition plus State Recognition?

State Recognition Only?

Value-Added Activities

Public Programs

Promotion

Certified Local Government?

Brochure?

Emphasize Botetourt's African American Heritage?

Aliances

Botetourt Preservation Partnership?

Botetourt History Museum?

Historic Greenfield?

Botetourt History Museum?

Other

ATTACHMENT 1

September 19, 2023
Revised and Updated October 11, 2023

Legend for October 11 Revision and Update:

Red font with strike-thru indicates deletions from original September document.

Green font indicates additions and updates for October 12 meeting.

Black font is the original text for September

Hello Fellow BCCC Members:

As you know, our next meeting is scheduled for this ~~Thursday, September 21,~~ ~~Wednesday~~ ~~October 12,~~ ~~at 3:00 p.m. (rescheduled from September 21)~~ ~~in Room 229 of the county administration building.~~ The detailed agenda is ready for distribution. The document at hand is a revision of a document sent in September. Its purpose is simply to ensure understanding of the connection between the originally scheduled September meeting and its October 12 replacement. ~~detailed agenda is under development now. For your information, here's the trailer version.....~~

We will:

- Review recent events in the county that will affect (in a minor way!) our organizational standing
- Discuss our individual reactions to the comments made by Mike Pulice when he addressed our group two months ago. Please be thinking about this.
- Provide an update on the McDonald House
- Expand and refine our working definition of "Historical," in view of Mr. Pulice's comments (~~postponed until October 19~~)
- Ensure understanding of events that will take place in October and November
- **Discuss organizational matters that must be completed by the end of the year, including (1) review of member term succession; (2) consideration of expanded membership; (3) clarification of ex officio position; and more.**
- Begin a group self-assessment, likely to span all remaining meetings this year, on how we can sharpen our focus, challenge ourselves, streamline our organization, return optimal results, and most effectively fulfill our mission of preservation of properties of historical significance. In other words, this will be the first installment of a series of conversations addressing ways to maintain our relevance and maximize our results.

More to come on this, but in the meantime please be assembling your thoughts on these matters.

Thanks to everyone for being part of this commission -- a unique undertaking!

Steve

Preservation of Historical Properties
In Botetourt County

A Concept Plan by John Williamson

June 15, 2022

ESTABLISHMENT

The Botetourt County Board of Supervisors with input from local citizenry has concluded that it is time to engage in a concerted and sustained effort to identify, prioritize, and facilitate the preservation of, historically important properties and sites in the County. The Board believes this effort will not only help preserve the County's history but promote economic development through enhanced tourism and property values, while also providing enhanced educational opportunities for the Country's school children and interested adults. The Country's sustained preservation efforts will consist of the use of both citizens volunteering time and talent and the use of County Staff for administrative support and in providing professional analysis and planning.

In the Country's 2022-2023 fiscal budget, the Board of Supervisors will provide for the utilization of part of a planning positioning within the Department of Developmental Services and for minor expenses associated with coordinating meetings and activities of a Citizen's Historical Preservation Commission or Council (Commission). The members of the "Commission" will be selected and appointed by the Board of Supervisors such that initial terms will be staggered with approximately one third of "Commissioners" appointed to one, two or three year terms respectively, with succeeding appoints of three years each, maintaining a three year staggered replacement or reappointment schedule. At the end of ten years the Board of Supervisors will evaluate the success of the initiative and decide whether to continue the effort.

Membership on the "Commission" shall be no less than five and no more than nine citizens with reasonable geographic diversity taken into consideration. The Board of Supervisors may appoint one of their members as a non voting liaison member of the "Commission". The "Commission's" meeting scheduled shall be as determined by the "Members at their initial organizational meeting and modified from time to time as needed based on the work load of the "Commission". The Members shall elect a Chair and Vice Chair at their organizational meeting and then annually thereafter. The "Commission" shall adopt bylaws or a charter, as they may prefer, within six months of their initial organizational meeting. The bylaws or charter shall be presented to the Board of Supervisors for ratification.

Outline of the Initial Plan of Work

"COMMISSION"

- Collect and review existing historical properties and site studies and surveys previously conducted and create a comprehensive central list of identified historical sites and properties. Where appropriate add not previously listed sites or properties brought to the attention of the "Commission".

- Using the newly created comprehensive central list of sites, carry out an initial evaluation process to identify and prioritize a list of properties that appear to have high preservation

value and are in need of intensive analysis as to ownership, condition and potential for functional preservation actions.

- Submit a prioritized list to the Board of Supervisors of properties and sites with recommendations for next steps.
- Establish an outreach effort for working with property owners to help facilitate preservation actions, historic registry applications, etc.
- Conduct a review of preservation funding resources potentially available, ranging from agencies and philanthropic organizations to direct fundraising solicitation for preservation projects that might warrant such activities and where the County or an affiliated entity owns preservation properties and sites.
- Provide for periodic reporting to the Board of Supervisors on the activities of the "Commission "

COUNTY STAFF

- Support the " Commission" in its Plan of Work and meeting and deliberation activities.
- Establish a central contact place, both in person and online for property owners to obtain preservation information and potential sources of assistance.
- Develop an expertise in national historic registry issues and application processes to serve as an information and guidance resource for County property owners and organizations.
- Develop a data base of of professionals available to assist County property owners and organizations with historical tax credit applications and administration.
- Develop appropriate amendment proposals for the County Comprehensive Plan where needed to better incorporate preservation needs into the County's long term planning and zoning process.
- Serve as a liaison between the "Commission", the County Department of Economic Development, the County's Economic Development Authority, and the County's Towns and other organizations interested in historical preservation and tourism opportunities and promotion.

Sent from my iPad

Schedule a meeting

Are the suggestions above helpful?

Botetourt County, Virginia	
Historical Properties Commission	
INITIAL STAGGERED TERMS OF MEMBERSHIP	
<u>Member</u>	<u>Term, Years</u>
John Alderson	3
Charlie Alphin	2
Dick Bailey	1
Steve Clinton	2
Gary Larrowe	1
Ed McCoy	3
Mary Bess Smith	1
Rodney Spickard	2
John Williamson	3

Reference By Laws Article II Section 1
All Terms Begin January 2023
December 27, 2022