

Agenda
City of Charlottesville
Historic Resources Committee
Regular Meeting
December 12, 2025 10:00 AM – 12:00 PM
NDS Conference Room



HRC Members

Julie Basic (Chair)	Caden Martz	Elizabeth Shillue
Bill Bergen	Matthew Morrill	Dede Smith (ex off)
Denny Berry (Vice-Chair)	Lucy Pola	Lloyd Snook (Council, ad hoc)
Olivia Brown (ACHS, ex off)	Kate Richardson (staff)	Jeff Werner (lead staff)
Hannah Keller (FoC, ex off)	Jalane Schmidt	Richard Guy Wilson

1. Call to order [10:00]
2. Approval of the agenda
3. October meeting review and minutes; November discussion notes [See attachment to this agenda.]
4. Public Comment* [10:10, 5 minutes]
5. Beloved Cville [10:15, 10 minutes]
 - Update from E. Shillue
6. ACHS Check-in: O. Brown [10:25, 10 minutes]
 - Joint ACHS Lecture Series
 - Mary Hemings – Sponsor request for historical marker
7. Review of Historical Surveys [10:35, 5 minutes]
 - Chair check-in
8. Downtown Mall 50th Anniversary 2026 [10:40, 35 minutes]
 - Progress update – L. Pola, D. Berry & H. Keller
9. Liberty Bell [11:15, 10 minutes]
 - Discussion of this undervalued resource in Charlottesville
10. Monticello Marker [11:25, 10 minutes]
 - Evaluation of options re: correction
 - Information from DHR
11. Downtown Walking Tour Map & QR Code Card [11:35, 10 minutes]

- Distributions of additional maps, if necessary
- “Business card” mock-ups to review
- HRC webpage content needed

12. BPAC Walk Updates [11:45, 5 minutes]

- December – review/update from D. Berry (N. Downtown)
- 2026 monthly route itinerary

13. Naming Requests [11:50, 10 minutes]

- Discussion on drafting a process
- CLG example

14. Staff Updates [12:00, 10 minutes]

- Staff questions/discussion
 - Proposed IPP – 801 West Street
 - Update on Design Guidelines revision process
 - Priority areas; top concerns?

15. Announcements [12:10, 5 minutes]

- Upcoming items of interest to HRC.
- Link to [LAXART exhibit](#)

6. Adjourn: [12:15 PM]

Mission Statement

The mission of the Charlottesville Historic Resources Committee is to advocate for historic preservation; to promote an appreciation of local historic resources, both tangible and intangible; and to encourage and coordinate, with appropriate municipal agencies, civic organizations, institutions and individual scholars, the documentation and interpretation of local history.

The Charlottesville Historic Resources Committee achieves its mission through:

- Education
- Public commemoration (historic plaques, signs, markers, and civic festivals and ceremonies)
- Publications (maps, brochures, tour books, and digital media)
- Public meetings (planning sessions, workshops, and lectures)
- And through other means.

* Regarding public comment(s). The HRC values community participation and input and welcomes public comments at meetings. At the beginning of each meeting, not more than 10 minutes will be allowed for the introduction of any guests and public comments. Speakers may speak for a maximum of two-minutes and shall begin by identifying their name and address. The intent is to allow public input; not initiate a dialogue or debate with the committee. Subsequent to this meeting segment, by majority approval the HRC may amend the agenda to

allow further discussion; however, the motion should also establish a time limit for that discussion. Additionally, prior to adjourning--and applying the conditions above--the HRC may allow a period not to exceed five minutes for public comment.

****Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to ada@charlottesville.gov . The City of Charlottesville requests that you provide a 48 hour notice so that proper arrangements may be made.**

Meeting Minutes
City of Charlottesville
Historic Resources Committee
Regular Meeting
October 10, 2025 10:00 AM – 12:00 PM
NDS Conference Room



HRC Members

Julie Basic (Chair)	Caden Martz	Elizabeth Shillue
Bill Bergen	Matthew Morrill	Dede Smith (ex off)
Denny Berry (Vice Chair)	Lucy Pola	Lloyd Snook (Council, ad hoc)
Olivia Brown (ACHS, ex off)	Kate Richardson (staff)	Jeff Werner (lead staff)
Hannah Keller (FoC, ex off)	Jalane Schmidt	Richard Guy Wilson

1. Call to order [10:00]
2. Approval of the agenda
3. September meeting review and minutes [Motion: Mr. Bergen. Approved, 6-0.]
4. Public Comment* [10:10, 5 minutes]

Ms. Genevieve Keller

- Please add name of Goins Bottom and the Tower House to any Lankford Avenue materials produced by HRC or Preservation Staff, particularly if an historic marker is created for this area
- Consider creating a "parking lot" for history-related ideas
 - Where can we share this information? Where can people share/upload general thoughts and ideas unrelated to dedicated projects?
 - Jeff Werner noted that he often receives pieces like this (emails, papers, etc.) but needs organization help (scanning, etc.)

UVa Democracy Students

- Students Mason, Owen, Katherine, and others attended the meeting as part of a UVa Democracy Cohort
- They will write up a 1,000-word essay about the meeting as part of a class

5. Beloved Cville [10:15, 10 minutes]
 - Update from E. Shillue [Update to be provided at next meeting.]
6. Joint ACHS Lecture Series [10:25, 10 minutes]
 - Update – O. BrownNext Historic Preservation Lecture Series is on Thursday, December 4th, 6:00 pm in Lane Auditorium.
Reserve free tickets for the December 4th Lecture HERE
O. Brown reminded everyone that next year the lectures will be quarterly.

7. Review of Historical Surveys [10:35, 10 minutes]

- Chair check-in

Please turn in your Architectural Surveys no later than our next HRC meeting in November.

Goal of the review is to vet for errors, note major changes to the property, and add missing/new historical information.

8. Downtown Mall 50th Anniversary 2026 [10:45, 20 minutes]

- Progress update – L. Pola, D. Berry & H. Keller

The 3-question form seemed to work as expected during the "soft opening" on United Way Day of Caring.

One barrier to achieving project goals is to figure out how to approach people (when, where, who, etc.)

Meeting discussion identified 2 primary goals of this project: Data Gathering & Celebration

- We want to gather all input possible from as many diverse groups as possible about good and bad experiences with/on the Downtown Mall; this data in its entirety will be archived at a repository TBD
- We also want to vet collected data to use during the 50th celebration events in exhibit form; Friends of Cville is most interested in this aspect in order to support their marketing efforts.

How do we reach out to people for both input and exhibition?

- FoC can send questionnaires to business owners
- Cville Weekly declined to share QR code because they had reservations about receiving negative feedback
- FoC has a press release ready to send
- FoC to make a Flyer for sharing
- ACHS will share on their social media outlets

O. Brown would like more specifics on where to send people to complete the form/survey.

FoC wants to discuss physical displays

- To do: post timeline for this effort for coordination.

9. Liberty Bell [11:05, 10 minutes]

- Discussion of this undervalued resource in Charlottesville

B. Bergen spoke about the Liberty Bell replica currently located at the Ridge Street Fire Station.

Mr. Bergen feels it should be highlighted for its history and asks HRC their opinions and advice.

Staff and HRC feel that it's likely too expensive to move permanently and where would it go?

Need to identify ownership (City? Monticello?) before devising a plan.

May just elect to promote its presence.

Olivia notes that we should confirm this with CFD before directing people to their location.

Julie asks if we can temporarily relocate just the bell to (the Mall?) for the 250th celebrations.

Bill will contact Monticello to inquire about their interest in the bell before proceeding.

10. Monticello Marker [11:15, 10 minutes]

- Evaluation of options re: correction

Bill Bergen would like to revisit a discussion regarding the incorrect text on the Monticello Historical Marker that is currently located at the Albemarle County Courthouse, near E. Jefferson and Park Streets.

The marker was installed in 1928 by the (no longer extant) Conservation & Development Commission).

The marker is full of inaccuracies and is poorly written according to today's narrative standards.

Options discussed at meeting:

Contact Albemarle County to ask the sign to be replaced with a new, correct version (cost is about \$5,000 - \$6,000)

Ask the County to remove the sign completely without replacement

Must be mindful that this sign is a historic feature: one of the first signs erected as part of the national program and the first installed in Virginia

Jeff will contact Margaret Maliszewski, County Planning Manager and County Historic Preservation Committee staff liaison to inquire about the sign.

11. Internship with ACHS [11:25, 10 minutes]

- UVA/IPP opportunity

Deadline for using an ACHS-sponsored intern has passed for this year, but HRC will revisit this in the Spring

Prior to the new application date, HRC will brainstorm needs and tasks with which an intern might assist.

Transcribing From Porch Swings to Patios tapes

Scanning & organizing hard copy materials

HRC will also need to appropriate funding to offset ACHS' cost for funding the intern

12. City Schools Plaques Proposal [11:35, 10 minutes]

- Discuss comments and response to citizen inquiry

HRC discussed Mr. Chuck Moran's request for our committee to support his effort to install plaques at 3 newly renamed City schools to commemorate the former names.

HRC collectively agreed that this work is solely between City School Division and Mr. Moran and that we abstain from being involved.

HRC did, however, acknowledge, that some type of documentation of the name changing process be completed.

J. Basic emailed Mr. Moran on 10/12 with this decision (cc'd HRC).

13. Revised Downtown Walking Tour Map [11:45, 5 minutes]

- Planning for dispersal of new maps
- Status of digital files, revised PDF (for City website)

HRC received copies of the new maps

Members took several copies to distribute

Friends of Cville offered to contact Roy Van Doorn at [City Select](#) who may be able to place maps in all tourism locations (click here for their [Distribution Network](#))
Version 2 of the Downtown Historic Walking Tour Map is online via the City's website under "About Charlottesville" [here](#), and accessible on the HRC's city's landing page [here](#).

14. ~~Long Range Planning Check in [11:50, 10 minutes]~~

- ~~Ose Akinlotan, NDS Long Range Planning Manager~~

15. BPAC Walk Updates [12:05, 5 minutes]

- Reminder- walk for 10th & Page is October 12th at 1pm
November – J. Basic (Venable)
December – D. Berry (N. Downtown)

Please use this link to access all 10 of the BPAC Community Walk flyers produced by HRC: <https://drive.google.com/drive/folders/19-fbrKQMBNbx8aH8f6kjdyniP3oeyCcd?usp=sharing>

16. Staff Updates [12:10, 10 minutes]

- Staff questions/discussion
 - Honorary street name and plaque request - Mel's
 - Proposed IPP – 801 West Street
 - New Boards & Commissions platform

Mel's Way

- Request for honorary name sign or plaque was made by Alex Zan
- HRC needs to develop or see some criteria for honorary naming before taking up issue as our own
- Mr. Werner noted that Mr. Zan could ask a neighboring property owner to host a privately-funded marker or plaque on their property

Vinegar Hill Park

- Mayor Juandiego Wade inquired with Mr. Werner regarding the status of the V.Hill marker that was near the CODE Building; Mr. Werner told him it was removed during CODE construction and not replaced. (This was during the Covid pandemic timeframe.)
- People in the community continue to ask about this project but no resolution or answers are available currently. (Staff has received no directive from the Manager's Office.)

OnBoardGOV

- A newly acquired software utilized by the City to assist in management of Boards and Commissions. **Please note that attendance is now tracked publicly.**
- The HRC's OnBoardGOV page is available [here](#). There is a "contact board members" button so the public may get in touch with the committee members directly.

17. Announcements [12:20, 5 minutes]

- Upcoming items of interest to HRC.

Former Church of Jesus Christ of Latter Day Saints will be demolished in Belmont and replaced with apartments ([article here](#))

- Church constructed in 1948, used as Church until 1970s then converted to offices
- *" The property has no historic protections under city code and demolition does not have to be approved."*

6. Adjournment at **12:04 PM**

Mission Statement

The mission of the Charlottesville Historic Resources Committee is to advocate for historic preservation; to promote an appreciation of local historic resources, both tangible and intangible; and to encourage and coordinate, with appropriate municipal agencies, civic organizations, institutions and individual scholars, the documentation and interpretation of local history.

The Charlottesville Historic Resources Committee achieves its mission through:

- Education
- Public commemoration (historic plaques, signs, markers, and civic festivals and ceremonies)
- Publications (maps, brochures, tour books, and digital media)
- Public meetings (planning sessions, workshops, and lectures)
- And through other means.

* Regarding public comment(s). The HRC values community participation and input and welcomes public comments at meetings. At the beginning of each meeting, not more than 10 minutes will be allowed for the introduction of any guests and public comments. Speakers may speak for a maximum of two-minutes and shall begin by identifying their name and address. The intent is to allow public input; not initiate a dialogue or debate with the committee. Subsequent to this meeting segment, by majority approval the HRC may amend the agenda to allow further discussion; however, the motion should also establish a time limit for that discussion. Additionally, prior to adjourning--and applying the conditions above--the HRC may allow a period not to exceed five minutes for public comment.

**Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to ada@charlottesville.gov . The City of Charlottesville requests that you provide a 48 hour notice so that proper arrangements may be made.

Minutes
City of Charlottesville
Historic Resources Committee
Regular Meeting ~~No Quorum~~
November 14, 2025 10:00 AM – 12:00 PM
NDS Conference Room



HRC Members

Julie Basic (Chair)	Caden Martz	Elizabeth Shillue
Bill Bergen	Matthew Morrill	Dede Smith (ex off)
Denny Berry (Vice-Chair)	Lucy Pola	Lloyd Snook (Council, ad hoc)
Olivia Brown (ACHS, ex off)	Kate Richardson (staff)	Jeff Werner (lead staff)
Hannah Keller (FoC, ex off)	Jalane Schmidt	Richard Guy Wilson

1. Call to order [10:00]

Quorum was not achieved for this regularly scheduled meeting; attending members held a general discussion and used this time for brainstorming and collaboration.

2. ~~Approval of the agenda~~

3. ~~October meeting review and minutes~~ [See attachment to this agenda.]

4. Public Comment* [10:10, 5 minutes]

Genevive Keller attended as a member of the public. As a former HRC member and advisor, she participated in the general discussion.

5. ~~Beloved Cville~~ [10:15, 10 minutes]

- Update from E. Shillue
Postponed until December's regular meeting.

6. Long Range Planning – NDS [10:25, 10 minutes]

- Ose Akinlotan: updates on LRP efforts
[The neighborhood "one-pagers" have seen redevelopment](#), with Long Rang Planning staff now supporting the City Manager's office in this effort.

7. ACHS Check-in: O. Brown [10:35, 10 minutes]

- Joint ACHS Lecture Series

Final lecture of this year is on December 4th at 6PM. Changing venues next year for improved technical support of live streaming. Rotating venues to locations of context, provides an in situ experience.

January 22nd ACHS program at the Belvedere, 5PM. "Fighting for Freedom", a Jefferson/Hamilton debate.

- Mary Hemings – Sponsor request for historical marker

The Mary Hemings DAR chapter as inquired with ACHS regarding steps they can peruse to memorialize in some way in Charlottesville the legacy of Mary Hemings. Members discussed a few

general ideas, including the placement of a plaque at the site of the Hemings-Bell house (now the Wells Fargo building), to generally needing a Hemings-family honorary site in some form.

8. Review of Historical Surveys [10:45, 5 minutes]

- Chair check-in

A reminder that we will begin review the second side of the Downtown Walking Tour Map's historical surveys either in December or January.

9. Downtown Mall 50th Anniversary 2026 [10:50, 35 minutes]

- Progress update – L. Pola, D. Berry & H. Keller

General updates, including most importantly that the “recollections” survey is now live.

10. Liberty Bell [11:25, 10 minutes]

- Discussion of this undervalued resource in Charlottesville

11. Monticello Marker [11:35, 10 minutes]

- Evaluation of options re: correction

Albemarle county's Historic Preservation committee will not meet in November.

- Information from DHR

DHR staff provided us with their policy for decommissioning state markers (attached).

12. Downtown Walking Tour Map & QR Code Card [11:45, 5 minutes]

- Distributions of additional maps, if necessary

- “Business card” mock-ups to review

Designs available for members to discuss and select at next meeting.

- HRC webpage content needed

Suggested posting a photograph of the late Mr. Eugene Williams at the Johnson Elementary (now Tall Oaks) marker unveiling in the spring of this year.

13. BPAC Walk Updates [11:50, 5 minutes]

- November 9th -Venable Neighborhood
J. Basic, and Long-Range Planning staff attended.

- December – D. Berry (N. Downtown)

- 2026 route ideas?

2026 Route ideas, in order from most concrete to most obscure:

1. Frye Springs Beach Club/West Side of Azelia Park
2. Water Street/IX (S.I.A territories)
3. “Desire Paths” – (alleys and other off-piste routes)
4. VA250/DT Mall 50th themed walks. (See *obscure artifacts* below.)
5. Fall foliage and cemeteries: Oakwood and Maplewood
6. Urban wildlife walks
7. Most obscure “artifacts” around town: Liberty Bell replica, piece of the World Trade Center, John West's barber pole, iron decorative fountain, etc.

There was not much discussion on timing, besides generally suggesting there be multiple walks available between September and early November. Oliva Brown offered BPAC may like to partner with ACHS tours in the fall, especially if the cemeteries were of interest.

14. Naming Requests [11:55, 10 minutes]

- Discussion on drafting a process
- CLG example

Discussed the necessity to have a process if the HRC wishes to be involved. Such a procedure could be developed at an upcoming work session in January.

15. Staff Updates [12:05, 10 minutes]

- Staff questions/discussion
 - Proposed IPP – 801 West Street
Initiation request goes before the Planning Commission in early December.
 - Update on Design Guidelines revision process
 - Priority areas; top concerns?
Discussion tabled to a work session in the new year, should the committee prefer to hold one for project prioritization and planning.

16. Announcements [12:15, 5 minutes]

- Upcoming items of interest to HRC.
- Link to [LAXART exhibit](#)

6. Adjourn: [12:20 PM]

Mission Statement

The mission of the Charlottesville Historic Resources Committee is to advocate for historic preservation; to promote an appreciation of local historic resources, both tangible and intangible; and to encourage and coordinate, with appropriate municipal agencies, civic organizations, institutions and individual scholars, the documentation and interpretation of local history.

The Charlottesville Historic Resources Committee achieves its mission through:

- Education
- Public commemoration (historic plaques, signs, markers, and civic festivals and ceremonies)
- Publications (maps, brochures, tour books, and digital media)
- Public meetings (planning sessions, workshops, and lectures)
- And through other means.

* Regarding public comment(s). The HRC values community participation and input and welcomes public comments at meetings. At the beginning of each meeting, not more than 10 minutes will be allowed for the introduction of any guests and public comments. Speakers may speak for a maximum of two-minutes and shall begin by identifying their name and address. The intent is to allow public input; not initiate a dialogue or debate with the committee. Subsequent to this meeting segment, by majority approval the HRC may amend the agenda to allow further discussion; however, the motion should also establish a time limit for that discussion. Additionally, prior to adjourning--and applying the conditions above--the HRC may allow a period not to exceed five minutes for public comment.

**Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to ada@charlottesville.gov . The City of Charlottesville requests that you provide a 48 hour notice so that proper arrangements may be made.



VIRGINIA DEPARTMENT OF HISTORIC RESOURCES

Highway Marker Program

POLICY #2

Marker Retirement

Markers may be retired if they

- 1.) Contain errors of fact that can be documented with reliable sources
- 2.) Are so damaged, deteriorated, illegible, unstable, or unsafe that the cost of repair would approach the cost of a new marker
- 3.) Require refurbishment, and have very brief texts, and lack historical context, such that their educational value is severely limited. Such markers, generally erected from the 1920s through the 1950s, do not meet the modern standards of the program.

DHR reserves the right to update and replace markers regardless of their physical condition in cases where, after a detailed evaluation based on primary and reliable secondary sources, marker program staff and the Board of Historic Resources determine that the existing text is inadequate and merits rewriting. Such action is dependent on the availability of funding for a replacement marker.

DHR will make an effort to locate and notify the original sponsor of any marker that is retired or replaced.

(Approved by the Board of Historic Resources, 17 September 2015; revised 18 June 2020; 17 September 2020)



VIRGINIA DEPARTMENT OF HISTORIC RESOURCES

Highway Marker Program

POLICY #3

Marker Conditional Donations

The Virginia Department of Historic Resources (DHR), with the concurrence of the Directional and Service Signing Manager at the Virginia Department of Transportation (VDOT), will donate retired highway markers to local governments, educational institutions, and charitable, religious, and nonprofit organizations (recipients) under the following conditions:

- a.) A potential recipient must fill out an application provided by DHR. If the application is approved, the recipient must sign a conditional donation agreement provided by DHR.
- b.) Markers will not be donated to private individual persons. The recipient must belong to one of the categories listed here:
<http://dgs.virginia.gov/OfficeofSurplusPropertyManagement/Eligibility/tabid/130/Default.aspx>.
(It is not necessary to complete the Department of General Services Eligibility Application available through this website.)
- c.) The recipient must have an indoor facility in which to store the marker. The marker must not be permanently erected outdoors, but it may be displayed outdoors in temporary exhibitions. Recipient is responsible for implementing reasonable measures to prevent the marker from being stolen, damaged, or vandalized.
- d.) The marker display must be accompanied by an interpretive text that explains why the sign was retired from the Virginia highway marker program. DHR must approve this text.
- e.) The marker must be returned to VDOT if the recipient decides to remove it from public display for more than 6 consecutive weeks in any calendar year (unless the recipient receives the prior written approval of DHR), if the recipient ceases to exist as an entity or organization recognized under Virginia law, or if DHR determines that the recipient is not complying with the terms set forth herein or in the conditional donation agreement. DHR will then seek a new recipient or direct VDOT to destroy/recycle the marker.

- f.) Recipients may not loan, transfer, or assign the marker to any third party, regardless of the intent or purpose of such loan, transfer, or assignment, without the express written consent of DHR.
- g.) When feasible and at DHR's sole discretion, DHR will attempt to contact the original sponsor when a marker is retired to determine whether the original sponsor would be interested in and would qualify to accept the retired marker for public display.
- h.) If the original sponsor no longer exists, is incapable of satisfying the terms set forth herein and in the written conditional donation agreement, or is not interested in accepting the marker, DHR will contact each organization that has requested such retired marker in the order that such request was received in writing, or other organizations with such capacity and interest, in DHR's sole discretion.
- i.) DHR will not donate retired markers that are fragile, badly damaged, or otherwise unsafe to transport or display.
- j.) Recipients may not undertake any material conservation efforts or apply any treatments or solutions including cleaning solutions to the marker without receiving the prior written approval of DHR. No third party should attempt to conserve or clean a marker. If the marker exhibits damage or deterioration, the Recipient must contact DHR within 30 calendar days.
- k.) VDOT will not deliver markers to recipients and will not pick up a marker in the event that it must be returned to VDOT.
- l.) Markers are subject to recall by DHR. Recipients must return the Marker to the designated VDOT facility within 30 calendar days of receiving written notice of recall.

VDOT will store retired markers for 60 days. If no recipient has been identified in that time, DHR may authorize VDOT to destroy/recycle the marker.

(Approved by the Board of Historic Resources, 10 December 2015)