



## LONG RANGE WORK PLAN 2016-2020

Adopted February 17, 2016

### I. STEWARDSHIP OF JCHLC OWNED PROPERTIES - 3.A: 1, 1b, 7, 8, 8a

#### 1. PETER BURR FARM

- a. Transfer maintenance and programming to JC Parks and Rec. or JC Board of Education.
- b. Implement the Peter Burr Farm master plan
  - i. Update security plan
  - ii. Implement ADA report recommendations
  - iii. Rehouse archeological artifacts
  - iv. Maintenance and improvements to structures and landscape
    1. Annual list of improvements depending on budget

#### 2. SNOW HILL/POOR FARM

- a. Sell/gift property or find tenant
- b. Transfer responsibility for chapel from JCC to JCHLC
- c. Contract for structure preservation and rehabilitation projects
- d. Implement an adaptive reuse plan(s)
- e. Improve site access and landscaping
- f. Submit NR nomination for recognition of entire Poor Farm site
  - i. Poor Farm Chapel
  - ii. Overseer's house
  - iii. Barn
  - iv. Coyle cemetery
  - v. Poor Farm cemetery

#### 3. JEFFERSON COUNTY COURTHOUSE

- a. Work with JC Commission, JC Maintenance, and building tenants to ensure historic preservation is a priority and building history interpreted.

#### 4. SHEPHERDSTOWN BATTLEFIELD

- a. Stabilization, site improvements, & security
  - i. Remove trees and vegetation around ruins
  - ii. Install fencing around ruins
  - iii. Additional signage and interpretive signage
  - iv. Install guard rails along River Road
  - v. Write, print, and distribute information on Potomac Mills & Packhorse Ford
- b. Acquire Van Evera properties (**Complete March 2016**)
  - i. Site stabilization, & security (**Ongoing**)
  - ii. Demolish Stum house
  - iii. Stabilize 1870 Caton house

- iv. Establish conservation easement
- v. Backfill and contour hillside
- c. Continue acquisition and/or preservation easements on Shepherdstown Battlefield properties
- d. Transfer properties to National Park Service

## **II. NATIONAL REGISTER AND JC LANDMARK SURVEYS, RESEARCH AND ASSISTANCE FOR LANDMARK OWNERS – 1.D. 5 ,5a, 5b 5c: 3.A. 5, 10, 10a, 10b, 10c, 11, 11a, 11b, 11c**

1. Nominate NR properties and districts and assist the public in doing the same
  - a. Assist SHPO in review of NR nominations
2. Quarterly contact with National Register and County Landmark property owners
3. Formalize program for preservation easements in Jefferson County
4. Establish fund for defense of preservation easements
5. Establish a revolving fund for preservation maintenance and repair
6. Work to amend WV Tax Code to provide property tax exemption for landmark owners
7. Provide NR owners assistance with Federal and State Tax credit projects

## **III. WORK WITH JC PLANNING COMMISSION TO ENSURE PRESERAVTION OF JC HISTORIC RESOURCES- 3.A: 1, 1b, 4a, 4b, 4c, 4d, 4e**

1. Continuously update JCHLC historic resources inventory (**Updated March 2016**)
2. Review site plans and zoning map changes in for possible impact on historic resources
3. Require archeological resource review for all subdivision applications
4. Acquire easy access to GIS archaeological resources map from State of WV`
5. Create design guidelines for designated JC villages
6. Establish Historic Preservation zoning ordinance to include (**Draft Submitted March 2016**)
  - a. Recognition of JCHLC Historic Resources classification categories
  - b. Delay of demolition for structures listed on JCHLC inventory
  - c. Adaptive reuse ordinance for rural structures
7. Participate in rural design planning for JC
8. Concept planning for adaptive reuse of agricultural structures
9. Create countywide inventory of agricultural buildings for adaptive reuse
10. Participate in corridor management planning in Jefferson County
  - a. Route 9 corridor, VA line to Berkley County line
  - b. State Route 51
  - c. State Route 45
  - d. Key road junctions in historic villages

## **IV. COLLABORATE WITH HISTORIC DISTRICT LANDMARK COMMISSIONS, BOARDS, COUNTY OFFICES, FEDERAL & STATE GOVERNMENT AND PRIVATE ORGANIZATIONS TO ENSURE PRESERAVTION OF JC HISTORIC RESOURCES - 3.A: 7, 8, 8a, 12a, 12b**

1. Devote one meeting annually to joint meeting of all JC landmarks commissions
2. Establish liaison position with JC Parks and REC
  - a. Collaborate on creation of historic walking trails
  - b. Collaborate on creation of historic biking & driving tours
3. Actively support Antietam National Battlefield expansion to include Shepherdstown Battlefield

4. Collaborate with JC Farmland Preservation and Land Trust for the Eastern Panhandle to preserve properties within designated Civil War battlefield boundaries (**Ongoing**)
  - a. Harpers Ferry
  - b. Shepherdstown
  - c. Smithfield Crossing
  - d. Summit Point
5. Work with PAWV on preservation programs in Jefferson County

## **V. PUBLIC EDUCATION & OUTREACH - 3.A: 1, 1b, 8, 8a**

1. Establish liaison with JC Board of Education
2. Develop a volunteer program for various projects and programs
  - a. Sponsor annual awards ceremony; in three categories
    - i. Preservation
    - ii. Historian
    - iii. Volunteer
3. Collaborate with Shepherd University Public History and Historic Preservation programs
  - a. Host academic internships
  - b. Provide research topics and opportunities
  - c. Provide National Register and public history research topics
4. Celebrate National Historic Preservation month, May
5. Co-Sponsor lectures and workshops in conjunction with other local landmark commissions and history organizations
6. Continuous improvement of JCHLC website and Facebook pages (**Ongoing**)
7. Develop a graphic identity for JCHLC (**Under contract**)
8. Develop interpretive materials for JCHLC sites and programs
  - a. Signage
  - b. Brochures
  - c. Awareness campaign
9. Support and promote WV GeoExplorer Project (**Ongoing**)
  - a. Work to digitize JC related resources; articles, books, photographs
  - b. Integrate GeoExplorer into county eighth grade history program
  - c. Submit grant application to fund development projects

## **VI. JCHLC FINANCIAL AND OPERATIONAL IMPROVEMENT - 3.A: 10, 10a, 12, 12a, 12b**

1. Hire a part time employee
2. Host full time AmeriCorps member(s) (**Began January 2016**)
3. JCHLC archives: storage and access (**Ongoing**)
  - a. Digitize records for online access
4. Develop additional funding sources
  - a. Create list of local, state, federal, and private funding sources that support historic preservation
  - b. Submit grant applications for JCHLC projects (**Ongoing**)
  - c. Solicit funds and volunteer hours.

**NOTE: Numbers and letters in blue reference recommendations in Envision Jefferson 2035, the Jefferson County Comprehensive plan adopted February 2015.**