

**The Garden Club of Virginia
Restoration Committee
Project Costs Policy**

The individual restoration projects of the Garden Club of Virginia vary widely in their scope and cost. The project is a gift to the property therefore it is the policy of the GCV to not make that a part of the information made available to the restoration property owners, the public or GCV member clubs either through announcement or publication. Only the GCV Restoration Committee, the GCV Board of Directors, the GCV Landscape Architect and others deemed necessary by the Restoration Committee shall have full disclosure of project funding.

Adopted 1/11

**The Garden Club of Virginia
Restoration Committee
Concerning Design Ownership Policy**

The Restoration Committee of the Garden Club of Virginia owns the copyright to the designs it has funded for its restoration projects. Any use of those designs to recreate elements of those restoration projects without the explicit written approval of the Restoration Committee of The Garden Club of Virginia is prohibited.

Reviewed 1/09
Reviewed 1/11

**The Garden Club of Virginia
Restoration Committee
Archeology Policy**

Archeology is an essential element in many historic restorations. While the GCV Restoration Committee's primary mission is the restoration of historic gardens, it acknowledges the critical role of archeology in gardens and landscapes and may participate in joint efforts when it is deemed appropriate.

Adopted 1/11

**The Garden Club of Virginia
Restoration Committee
Conceptual Plans Policy**

Conceptual Plans are illustrations of a general design idea; they are intended to convey an overall approach or objective. They are usually colored and are not of sufficient detail for construction without additional resolution. Working Drawings are detailed drawings that are part of a construction documents package that also contains General and Supplementary Conditions of the Contract, Technical Specifications and the Contract itself. As such, Working Drawings are legal documents with liability implications for the designer, the client and the contractor. Working drawings should not be separated from the other contract documents or from the authorities and responsibilities outlined in them. We can give Conceptual Plans with the clear understanding that they are not construction documents, but we should never give Working Drawings in isolation from the other contract documents and the full range of responsibilities that comes with them. Working Drawings are stamped with a professional seal, whereas Conceptual Plans are not. Working Drawings are "instruments of service" for a specific project to be administered in a specific way and are therefore not stand-alone items that can be given or sold separately.

Reviewed 1/09

Jan 2010 – motion made and passed that we no longer will give conceptual plans

Jan 2011 – motion made and passed that the Restoration Committee will give conceptual plans only as part of an ongoing exploration design process.

**The Garden Club of Virginia
Restoration Committee
Maintenance Policy**

The Garden Club of Virginia Restoration Committee addresses maintenance issues of the properties in Terms for Historic Landscape Restorations, Procedures for Adopting a Property, and GCV's Policy on Watering. While the Restoration Committee does not provide routine maintenance, it may assist properties with unforeseen conditions at the committee's discretion.

Adopted 1/11

**The Garden Club of Virginia
Restoration Committee
Signs, Plaques, Labels and Other Graphic Materials Policy**

1. Since its earliest restorations, The Garden Club of Virginia had maintained a policy of discouraging any signs, memorial or other plaques or other labels in the gardens and landscapes.
2. The rationale is that these signs, plaques and labels detract from the general appearance of the garden or landscape and interrupt the garden's full impact on the viewer.
3. With regard to plant labels, it has been our experience that suitable labels from a design and educational standpoint are subject to theft or vandalism. For this reason, The Garden Club of Virginia will provide a brochure outlining the design and its plant material for each property. When these are out of date, the property may request a revision.
4. We recognize that there are certain situations where horticultural labeling is part of an educational plan. When this is the case, the site director is invited to submit a plan for signs, plaques, or labels to the Restoration Committee to be reviewed by them and their landscape architect.

Reviewed 6/08

Reviewed 1/11

**The Garden Club of Virginia
Restoration Committee
Watering Policy**

Regular watering of newly installed plants is essential to the success of a landscape restoration.

The property is responsible in making a permanent water supply readily available to the area of the landscape or garden to be restored by The Garden Club of Virginia.

If a permanent water supply is not available in the proposed area of work before the start of the Garden Club of Virginia's construction on the property, then the property must have arrangements made to install the water source during the landscape restoration process.

The water source may be in the form of hose bibs, spigots, quick couplers, or any combination thereof. Water sources should be located a maximum of 200' apart which allows for a hose radius of 100' reaching any part of a garden restoration.

Regular and continuous watering of newly installed plants is the responsibility of the property.

Regular and continuous watering of a newly installed lawn is the responsibility of the property. .

During times of drought, watering of all plants and lawns should be undertaken on as regular a basis as possible, subject to local watering bans and restrictions.

If allowed in the municipality of the restoration property, the use of grey water for watering is encouraged.

The Garden Club of Virginia will provide the property with a maintenance manual with direction for proper watering of plants and lawns.

Automatic watering systems are generally discouraged and typically not funded by the GCV.

Adopted 1/09

Revised 1/11

**The Garden Club of Virginia
Restoration Committee
Lighting Policy**

While outside lighting at historic sites is sometimes necessary or desirable, its use should be limited and restrained. The following guidelines should direct our decisions.

1. The level of lighting should be appropriate to the period of the restoration. An eighteenth century site, for example, should have the minimum amount of light required for safety and utility. Generally, a larger number of low-lumen fixtures will be favored over a few high-lumen fixtures to achieve the same level of light. More latitude is appropriate in sites restored to a period after the introduction of electric lights.
2. Lighting for dramatic effect is generally inappropriate for pre-electric-light period restoration. Light emanating from within historic structures is generally more appropriated than floodlighting from the outside. Where the period of the restoration makes lighting appropriate, the type of light source should also be as compatible as possible. In a nineteen thirties restoration, for example, incandescent light would be favored over more modern light types, such as metal halide, mercury vapor or sodium vapor.
3. Where exterior lighting is necessary or desirable for utility and safety, the areas lit should be restricted to those necessary, and the source of the light should be hidden, except for those settings in which fixtures appropriate to the period are used. Motion activated lights are preferred for security lighting.
4. Plants should not be subjected to all night lighting, as this will have a detrimental effect on them and can even kill large trees.
5. The importance of a dark sky should be acknowledged. Lights particularly high-lumen ones, that point up into the sky should be avoided.
6. Fixtures should be fully shielded. No light should be directed above the horizontal plane except for small, historically appropriate fixtures.
7. The effect of outside lighting on adjacent properties and neighborhoods should always be taken into account.
8. Generally, lighting should be directed down to emulate natural daylight, rather than up for theatrical effect. Historically appropriate fixtures, in numbers and locations consistent with their historic use should be utilized first, with supplemental lighting only where required. Except for historic, or historic reproduction fixtures, all fixtures, conduit, cables, braces and frames should be dark in color, dull, and located as inconspicuously as possible.

Reviewed 6/08
Reviewed 1/11