



**TOWN OF MIDDLEBURG
HISTORIC DISTRICT REVIEW COMMITTEE
REGULAR MEETING MINUTES**



**Thursday, March 4, 2021
PENDING APPROVAL**

The regular meeting of the Historic District Review Committee was held on Thursday, March 4, 2021. Chair Clites called the meeting to order at 5:30 p.m.

PRESENT: Tim Clites, Chair
Punkin Lee, Vice Chair
William Anderson (left early)
Virginia Jenkins
Margaret Littleton
Cindy C. Pearson, Council Representative

STAFF: William Moore, Deputy Town Manager/Town Planner
Rhonda S. North, MMC, Town Clerk
Estee LaClare, Project & Planning Associate

ABSENT: Linda Wright (excused)

Chair Clites explained that it was the HDRC’s responsibility to conduct essential public business despite the COVID-19 pandemic. He advised that the Committee recognized the need to do so safely for its members, the staff, and the public. Mr. Clites further advised that to that end, the Committee would hold its meetings using a hybrid system, including in-person and remote participation, in accordance with the Resolution Confirming the Declaration of an Emergency and the Ordinance to Implement Emergency Procedures & Effectuate Temporary Changes to Address the Continuity of Government Operations During COVID-19 as adopted by the Middleburg Town Council, until such time as the Governor rescinded his emergency orders mandating social distancing. He noted that the meetings would continue to be live streamed on the Town’s website and copies of the agendas would be available on it as well. Mr. Clites reviewed the procedures for the Committee members, applicants and public to participate in the remote meetings.

Town Clerk North called the roll at 5:30 p.m.

Approval of Minutes

Committee Member Littleton moved, seconded by Committee Member Jenkins, that the Historic District Review Committee approve the minutes of February 4, 2021.

Vote: Yes – Committee Members Lee, Anderson, Jenkins, and Littleton

No – N/A

Abstain – N/A

Absent – Committee Member Wright

(Chair Clites only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee)

Action Items

COA 21-04 (S 21-02): Request for projecting sign, painted wall sign & exterior alterations – 201 West Washington Street – Brick & Mortar Mercantile

Shawn McDonald, the building's owner, and Tara Wegdam, the tenant, appeared before the Committee representing the application. Mr. McDonald reviewed the request for a projecting and a painted wall sign, as well as the proposed lighting. He reminded the members that the front of the building was brick; however, the remainder was painted block. Mr. McDonald advised that he would like to power wash it and paint all four walls a Snow Fall White color. He noted that the window and door trims, as well as the tin cap on the parapet wall, would be painted black in a matte finish.

With the exception of one member, the Committee expressed concern that painting the building white and the trim black would create either too modern an appearance or an industrial look, which were not appropriate on the main street. They noted that the natural brick finish was in keeping with the Historic District Guidelines. The Committee suggested the applicant consider a different color, a light whitewash or simply clean the brick and leave it natural. They noted that the carriage light fixtures needed to meet the Town's dark sky requirements.

In response to an inquiry from the Committee, Mr. McDonald reported that they planned to leave the garage door grey metal.

The Committee questioned whether the wood sign was actual wood or a fill wood. They further questioned whether it would be sealed or remain untreated.

Ms. Wegdam advised that she was not sure how it would be treated; however, the sign would retain its natural wood appearance.

In response to an inquiry from the Committee regarding the fence, Mr. McDonald reported that the plan was to eliminate it.

The Committee held considerable discussion regarding the request to paint the building. Mr. McDonald advised that the front consisted of 1935 single-bond brick. He further advised that a former door was bricked in, resulting in brick that did not match and creating a hodge-podge appearance. Mr. McDonald noted that they did consider white washing the building; however, they felt that would be more appropriate for a colonial building, which this was not. With regard to the lighting, he cited some buildings throughout the town that contained similar fixtures.

The Committee explained that those fixtures were grandfathered. They further explained that the Town adopted outdoor lighting standards a few years ago for all new fixtures. The Committee advised that open glass was no longer allowed and noted that most manufacturers identified whether a fixture was dark sky compliant.

The Committee held some discussion of the sign that was proposed to be painted directly on the building. Ms. Wegdam noted that if the brick were not first painted white, the sign would not show up. The Committee resumed their discussion regarding painting the building. Ultimately, they agreed to approve the painting since the brick did not match.

Committee Member Jenkins moved, seconded by Committee Member Anderson, that the HDRC approve COA 21-04 (S 21-02), a request of Shawn McDonald for a projecting sign, a painted wall sign on the building and exterior alterations at 201 West Washington Street, with (1) the colors being as stated in their application; (2) with the light fixtures to be resubmitted that were not dark sky compliant, and with all the locations of the fixtures as shown being approved; and (3) with the fence to be removed.

Vote: Yes – Committee Members Lee, Jenkins, and Littleton
No – Committee Member Anderson
Abstain – N/A
Absent – Committee Member Wright
(Chair Clites only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee)

Planning & Project Associate LaClare reported that she would follow up with the applicant on the dark sky compliant light fixtures and expressed hope that they would return for the Committee’s consideration in April.

COA 21-06: Update to Mechanical Systems – 112 North Madison Street – Middleburg Charter School

Monjed Baraket, Ken White and Nicole Hinkle appeared before the Committee representing the application. Mr. Baraket explained that they wished to replace the existing heating/cooling systems for the school and art room building and reminded the Committee that the cooling function currently occurred through window air conditioners. He reviewed the proposed location of the new units and explained that this was being proposed as an energy efficient project.

Ms. Hinkle explained that the rooftop units would be in the same location as the existing ones; however, they would be a little over a foot taller. She expressed a desire to paint them a light gray so they would not be obtrusive in appearance. Ms. Hinkle noted that they could install a screen as an alternative.

Mr. White advised that if the units were screened, the screening would add to the size, as they would have to be three feet tall on each side. He opined that the units would be more obtrusive if they were screened; and, would be more expensive.

In response to an inquiry from the Committee, Mr. Baraket reported that most of the windows were replaced eight years ago. He advised that those that currently contained air conditioner units would be returned to their original operation and would have the same appearance once the units were removed.

In response to an inquiry from the Committee, Ms. Hinkle advised that they proposed to paint the screening a light gray if required.

The Committee agreed the units would blend in better if they were painted. It was noted that the trees would also screen them when they were leafing.

Committee Member Littleton moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve COA 21-06, a request of Architecture, Inc. for an update to the Middleburg Community Charter School’s mechanical systems at 112 North Madison Street, with Option 1.

Vote: Yes – Committee Members Lee, Anderson, Jenkins, and Littleton
No – N/A
Abstain – N/A
Absent – Committee Member Wright
(Chair Clites only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee)

COA 21-05 (S 21-03): Request to replace existing wall sign, door graphics and projecting sign – 10 West Washington Street – PRIMIS

Jeff Lee appeared before the Committee representing the application. He explained that SONA Bank was rebranding to PRIMIS and would like to replace their existing signs with their new name and logo.

The Committee held considerable discussion regarding the color of the logo, which was proposed to be a bright lime green. They noted that this was not a historic color. The Committee further noted that the logo was large and questioned whether it was possible to make it smaller.

Deputy Town Manager Moore advised the Committee that if they did not believe the color was appropriate for the façade of a building, they could look at other things such as the size of the logo. He explained that just because an application fell within the maximum sign area limits, this did not mean the maximum size was appropriate. Mr. Moore advised that if the color were a concern, the Committee could require a smaller logo/sign size, so it was not as striking.

The Committee suggested the applicant return with a different size logo.

Committee Member Littleton moved, seconded by Vice Chair Lee, with regard to COA 21-05 (S 21-03), a request of Jeff Lee to replace existing wall sign, door graphics, and projecting sign at 10 West Washington Street, that because of the size of the logo, the HDRC would table the application and have the applicant come back and present what they would like the Committee to look at further.

Chair Clites clarified for the benefit of the applicant that they were to look at the size and scale of the wall mounted signs.

Mr. Lee advised the Committee that, anticipating an objection to the logo color, he spoke with the bank, who agreed to change the color of the logo to black.

Committee Member Littleton rescinded her motion to table the application.

Committee Member Littleton moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve COA 21-05 (S 21-03), a request of Jeff Lee to replace an existing wall sign, door graphics and projecting sign at 10 West Washington Street (PRIMIS), with the change of color of the logo to be the same color as the lettering.

Vote: Yes – Committee Members Lee, Anderson, Jenkins, and Littleton

No – N/A

Abstain – N/A

Absent – Committee Member Wright

(Chair Clites only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee) (on the motion to approve)

Discussion Items

New Town Hall Siting & Massing

(Committee Member Anderson left the meeting during this discussion.)

Deputy Town Manager Moore advised the Committee that at this stage, the HDRC was only talking about the siting and massing of the new Town Hall building and parking. He noted that they would see some general elevation sketches in order to assist with their consideration of the siting; however, the Town

would return later with detailed elevation drawings for the Committee's consideration. He reiterated that the proposal was to get approval of the conceptual siting and massing so the architects could move forward with the development of the more detailed drawings. Mr. Moore noted that the Committee was not expected to make a decision since they did not have the benefit of the materials in advance of the meeting; however, if the members were comfortable doing so following the presentation, they could make a motion. He advised that otherwise, this matter would be considered during their special meeting scheduled for next week.

Chair Clites stressed that there would be other Committee reviews of this application as the plan development progressed.

Town Clerk North appeared before the Committee representing the application. She provided the HDRC with a brief history of the project. Ms. North reported that the Town evaluated eight potential sites before deciding to construct the new Town Hall on the existing Town Office site. She advised that a half-acre parcel was acquired immediately behind the Town Office for the building and the Town was in the process of acquiring the property adjacent to that from Salamander for the parking lot. Ms. North noted that the property adjacent to the parking lot would remain under Salamander's ownership but would be used for a Village Green. She advised that under the terms of the sales agreement, no buildings could be constructed on the Village Green or the parking lot. Ms. North reviewed the constraints that required all the construction to take place on approximately half acre of property, including an existing water main and the Town Office, which would continue to be occupied during construction and would be demolished following occupancy of the new building, with a Town green being developed in its place. She introduced Glave & Holmes, the architect, and Downey & Scott, the construction manager for the project.

Andrew Moore, of Glave & Holmes, reviewed the site plan, including where the building was proposed to be located and how the site circulation would work. He reminded the Committee that no construction could occur on the L-shaped parcel that was being acquired from Salamander and advised that it would be used for vehicular and pedestrian circulation and parking. Mr. Moore advised that the Village Green, which would continue to be owned by Salamander, would be a contributing factor to the project. He reviewed the topography of the property, which sloped significantly to the west, as well as to the north. Mr. Moore advised the Committee that the proposed vehicular circulation would occur through a one-way driveway off Marshall Street and a connection to Pendleton Street. He noted that there would also be a future connection to a street that Salamander would build as a part of their future development. Mr. Moore noted the water main that included a fixed structure that would be difficult to remove, as well as a secondary easement, which placed constraints on where the building could be located. He presented the site plan, which identified the footprint of the proposed one-story building, and explained that the building would consist of two major parts – the administration and police offices and the public spaces, the latter of which would include the Council Chambers, meeting rooms and public restrooms. Mr. Moore reviewed the interior circulation of the building, which included an east/west corridor that would be accessed off the driveway and a north/south corridor that would be accessed off the parking lot. He reiterated that the existing Town Office building would be demolished to allow for the creation of a small park on Marshall Street. Mr. Moore reviewed the proposed parking lot plans, as well as the pedestrian access plan. He noted that the plan allowed for flexibility in the use of the building after hours by the public. Mr. Moore presented slides depicting three dimensional models of the proposed building to provide the Committee with a sense of its massing. He also presented some rough sketches of the building elevations, which hinted at the architectural character.

In response to an inquiry from the Committee about the amount of activity for the east entrance, Mr. Moore reported that they were studying it to determine how to make it or the portico more prominent. He explained that the vision for the Town Green was that it would draw one into the site and into the building.

The Committee opined that the Village Green was a great opportunity. They suggested, however, that the proposed sidewalk that ran down the middle of it should be eliminated.

Mr. Moore agreed with the need to strengthen the prominent procession. He also agreed with the suggestion to eliminate the sidewalk.

The Committee advised that they liked the conceptual proposal from a siting and massing perspective. They noted that they also liked that the Council Chambers had a real presence in the architecture.

Mr. Moore explained that the Town felt it was important for the building to have a civic presence.

The Committee expressed some concern that everything appeared to be very straight and box like and that there was nothing “relaxed” about the site. They suggested some curves or a fountain, to create movement, be incorporated into the design.

The Committee held some discussion of the process for this application. It was noted that it was going to come to them frequently for their input along the way. The Committee agreed they were prepared to act on the question of the siting and massing so the architect could proceed with the design development.

Committee Member Jenkins moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve the siting, scale and massing as presented at this juncture.

Vote: Yes – Committee Members Lee, Jenkins, and Littleton

No – N/A

Abstain – N/A

Absent – Committee Members Wright and Anderson

(Chair Clites only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee)

April Meeting

Chair Clites noted that given that the Committee acted on the Town Hall item, the special meeting on March 9th was no longer needed. Those members who were present indicated they would be present for the April 1st meeting.

Deputy Town Manager Moore advised the Committee that he would provide them with an electronic copy of the Town Hall presentation so they could look at it further. He suggested the members send the staff any comments they may have on the plans.

There being no further business, the meeting was adjourned at 7:45 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – March 4, 2021

(Note: This is a transcript prepared by a Town contractor based on the video of the meeting. It may not be entirely accurate. For greater accuracy, we encourage you to review the video of the meeting that is on the Town's website – www.middleburgva.gov)

Tim Clites: Thursday March the fourth [inaudible] Historic District Review Committee regularly scheduled meeting. The first thing I'll do is read the remote meeting announcement. It is the Historic District Review Committees [multiple speakers]

Rhonda North: Hello, this is [inaudible] town offices. Is that you, Bill Anderson.

Bill Anderson: It is. I'm having a problem getting on the video end, but I've got the audio.

Rhonda North: I've got a couple of telephone numbers. Bill, what's the last four of your telephone number?

Bill Anderson: This one is let's see [multiple speakers] 7026.

Rhonda North: 7026. Hmm. [off mic] Well, we're showing I mean, we're showing you as a panelist. Do you have your camera and your video turned on?

Bill Anderson: I thought I did. I'll double check again, but meanwhile proceed and I'll just do it audio wise.

Rhonda North: Okay. Yeah, I think you just have your video off.

Bill Anderson: I'll, double check.

Tim Clites: So would you like to mute him and then we will read the announcement? And you can listen to that and then we'll do a roll call. [off mic]

Rhonda North: Well, we're going to need him unmuted to do the roll call and other things.

Tim Clites: It is the historic District Review Committee's responsibility to conduct essential public business despite the COVID-19 Pandemic. However, it recognizes the need to do so safely. To that end, in accordance with the resolution confirming the declaration of a local emergency and the ordinance to implement emergency procedures and effectuate temporary changes to address continuity of governmental operations during COVID-19 as adopted by the Middleburg Town Council and the Historic District Review Committee, will hold its meetings via a hybrid system, including in-person attendance by those committee members who are comfortable doing so, and remote access for the public, applicants, and those committee members who prefer this method, until such time as the governor rescinds his emergency order mandating social distancing. Copies of the previously referenced documents are available on the town's website for those who wish to view them. The Town will continue to live stream and record its public meetings, which are available for viewing along with the meeting agenda packet on our website at www.middleburgva.gov. Members of the public who wish to participate in the HDRC meeting may do so by dialing the number or using the Zoom link on the published agenda. Applicants will be placed on mute until such time as your application is heard. To ensure trust in the process, the Town Clerk will do a roll call of the HDRC members at the beginning of the meeting and at least once an hour. In addition, I will ask each member by name if they have any comments or questions related to each item as we proceed. When anyone speaks, he/she is asked to first state his/her name for the benefit of the viewing audience. All votes of the HDRC will be taken by roll call Town Clerk will announce the member's name, with individual then stating how they are voting. And as a reminder from last month's

meeting we are all asked to speak up so the microphones will capture all the comments. I'll paused for a moment. Danny does that seem to be working okay?

Danny Davis: It does. Thank you. Yes, I can hear you on Zoom and also the Web stream seems to be good. [off mic] Yes, sir.

Tim Clites: Rhonda would you like to do the roll call?

Rhonda North: Yes, sir. Chairman Clites.

Tim Clites: Here.

Rhonda North: Vice Chair Lee.

Punkin Lee: Here.

Rhonda North: Committee Member Anderson.

Bill Anderson: Here.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Here.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Here.

Rhonda North: Committee Member Wright. Ms. Wright, had a contractor to house. She said if she gets done soon enough, she'll join us in the middle of the meeting. And Council Member Pearson.

Cindy Pearson: Here.

Tim Clites: The next order of business is approval of the minutes from our February 4, 2021 regular meeting. Has everyone had a chance to review the minutes? And are there any comments or clarifications to the minutes? Do I need to entertain a motion?

Margaret Littleton: Motion. I make a motion to approve the minutes of February 4th.

Punkin Lee: Second.

Rhonda North: Vice Chair Lee.

Punkin Lee: Approve.

Rhonda North: Committee Member Anderson.

Bill Anderson: Approved.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Approve.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Approved.

Tim Clites: [inaudible] motion passes. Thank you, the next item, on our agenda are the action items for new business. The first action items is COA 21-04 Request of Shawn McDonald for a projecting sign, painted wall sign and exterior alterations to 201 West Washington Street Brick and Mortar Mercantile. Is the applicant available online?

Rhonda North: Mr. Chair, I have Shawn McDonald and Tara Wegdam on the line. I have unmuted both of those and given them permission to speak.

Tim Clites: Good evening.

Tara Wegdam: Hi.

Tim Clites: How are y'all doing?

Tara Wegdam: Good. Thank you. Can you hear me?

Tim Clites: We can. Thank you.

Tara Wegdam: Okay is Shawn here? [off mic]

Rhonda North: Mr. McDonald, you need to unmute your microphone. [off mic]

Shawn McDonald: There we go. Can you hear me now?

Tara Wegdam: Yes.

Shawn McDonald: Perfect.

Tara Wegdam: Thank you.

Tim Clites: Would you like to take a moment and walk us through any of the aspects of your application?

Shawn McDonald: Yeah, sure. So we are submitting this together, myself and a colleague are owners of the building and I recently purchased it. And Tara and Ben Wegdam through Brick-and-Mortar LLC are going to be the prospective tenants. They are submitting the sign application together with the sign application as our understanding can be 20 square feet, including a flat mounted sign or a projecting sign. We're going to propose a hanging sign of two feet by two feet. I think a picture was provided in the application, but it'll be a wood sign similar to they have two other locations. And I think the signage would be very similar to what was pictured there. And then on the building itself, that is to center the sign over the large picture window. And to have it be two feet by 16 long and that it would be illuminated by three brass or copper gooseneck lights that would be installed. Kind of equidistant across the sign on top. The mounted sign, the hanging sign would be basically lowered to a level that would be even with the painted sign over the picture window. So about three feet, I think, over that middle lantern. And that would be the extent of the signage. The other exterior improvements they're not exhaustive, it's really just new lighting, there's two. One kind of falling off lantern sign two existing one on the right side of the picture window and one between the picture window and the existing sliding entrance door. We would replace those and propose to install another one to the left side of the entrance door as you're looking at the front facade. There's a [inaudible] that proposed lantern, we're thinking a copper lantern, similar materials as to the goosenecks that would illuminate the painted-on side. The only other real changes

would be that the exterior, the front is brick and then the three side walls are all blocked. Some of it is parked in the back, but most of it's blocked. It's painted the peeling like a bluish white. We want to clean up the look of the building. It's been vacant for two years. There's a lot of rust and I guess mold; I'd say maybe on the brick and on the sides of the building. We want to power wash it, clean it up, paint it all. Our proposed paint color is a similar white to it's the same white as the Thomas and Talbot building in town it is called Snowfall White. That would be on all the brick in all four walls, basically just to clean it all up. And then the existing aluminum window, picture window, there's a little bit of trim work on it. And then there's the sliding door. We're proposing to paint that metal with a black matte paint just to provide some differentiation between the brick. And then the only other painting would be there's currently a tin cap on the roof parapet, not only in the front, but on the back side as well. That's currently painted a blue, I think, to match the old southern states, red, white, and blue. We're proposing to paint that a black color just to match the trim. And that is the extent of the exterior work. Otherwise, it's more repairs of some there's some plywood applied to old windows. We're supposed to replace that rotted and deteriorated plywood, we're patching that up and reinstalling insulation at the vents where they install his and her men's and women's bathrooms and then have all that kind of caulked and painted to match the side.

Tara Wegdam: Thanks Shawn.

Tim Clites: Thank you. It's easiest to keep order in the meeting for me to just start around the room. [inaudible] we'll start with Bill, who's remote. Bill do you have any comments?

Bill Anderson: Yes, I do. This building has been kind of I would call it a background building to the streetscape in Middleburg for years. I think in part that is even though it's a more of a modern structure in its construction than its appearance, the brick has really allowed it to be kind of a quiet building. With regards to all the work with the sign and the lights and painting the trim and all that. I really don't have any problem with that. But I do have a problem, I believe, with the painting, the building, particularly the front of the building white. I think this now takes it from a building that this modern building that really was a background building to a modern, in-your-face building. And I don't really think that that's the appropriate look we're looking for on Main Street. I'll give one example I think of how this was handled nicely with another building was when the Safeway was done, they took in part the old brick, you know, power washed it, sandblasted it. And even though if you really look at it in detail, it's not that beautiful, it fits within the streetscape of the Middleburg Historic District. With this painted white I really don't think that that's the case. I think either and I'd have to consider it another color or what I think would be best would be taking the brick sandblasting it power washing or whatever would work to get that texture back on the building and make it look a lot better. Generally, everything else I really don't have a problem with. I hope the lights do meet the dark sky requirements.

Tim Clites: Thank you, Bill. [multiple speakers] We'll come back after everyone has had a chance to give initial comments. Thank you, Bill. Margaret do you have any comments?

Margaret Littleton: I kind of agree with Bill in that I would like to see it remain brick. I like the color, brick and mortar fits. Do the lights work for dark sky? They look all glass to me, but I think it's going to be a great asset to the town. I've been to the one in Leesburg and I just really encourage all things about it. And I think it looks great, except I think it is very stark white.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: I agree with both Margaret and Bill about the solid white front. I think the brick color would be nice to break up the big white box, but I think if you were wanting so much to have it white, then maybe a light whitewash over the brick, at least it would still look brick-ish, but not quite so white. And it appears that the three gooseneck over the wall sign comply, but the three carriage lights do not comply

with dark sky. So I think that needs to be addressed. Also, I wonder what color you were going to paint the side garage type door at the back that, you know, raises up. Is that going to be black or what?

Shawn McDonald: We were going to leave that as is, it's like a grey metal.

Punkin Lee: That blue? Oh, okay thank you. Because I just didn't see that anywhere. Thank you. And thank you for doing all this to the Southern States building.

Tim Clites: [off mic] Virginia.

Virginia Jenkins: Okay, I'm not opposed to the white. I think in the picture itself; I think it looks a little harsh but looking at the sample it doesn't look quite as harsh to me. So I'm not opposed to it, but I would go along with if people are opposed to getting rid of the brick color. I would go along with what Punkin said and do a whitewash. Because I think it's such an improvement over what was there, frankly. So I like it.

Tim Clites: Cindy.

Cindy Pearson: Thank you. I think it's in our HDRC guidelines that we try to keep the brick throughout town, and I think the brick fronting of it would, you know, be more intact with the other buildings in town, with brick. And the black that is around, in this picture as it is white with the black trim that makes it look very industrial. It looks like the industrial buildings throughout the county instead of our historic district pictures and guidelines. So I think through our guidelines it would say to keep the brick on the front and then not have the black around the windows on the front. The side door or the other windows, that doesn't matter as much, but I think the front should have the lighter trim around it with the brick. And the lights, I agree. [inaudible] over the sign look great, but the other it's all glass on the other three whereas, it probably should have some sort of topping on it, so it doesn't shine up. That's all. Thank you.

Tim Clites: Thank you. I might have missed this. [inaudible] I didn't ask anyone this. I might have missed this, so I'll ask the applicant a question. We have the pictures of the wood sign, but can you describe a little better? Is it actually wood or some kind of a fill wood? And if it's actually wood, is it untreated so that it weathers or is it sealed in some ways so that it stays a natural wood color?

Tara Wegdam: I can probably answer that the best. I am not sure how it's treated to weather. But the one in Leesburg, and I'm assuming it be exactly the same, looks like natural wood and it's doesn't have any shiny over it or anything. It's like it looks like natural wood. [multiple speakers] So but I don't know how it's treated to weather I'm assuming that it is treated to weather.

Tim Clites: But I guess my question is, has that sign continued to stay a natural wood color? It hasn't aged or greyed or silvered at all?

Tara Wegdam: Not that I can tell.

Tim Clites: Okay [multiple speakers]. And my other question had to do with I'm assuming with no comments related to the fence that your intent is not to do anything with the pieces of the fence that are still there. Is that true or is there a possibility to perhaps clean that up to have [inaudible]. It looks like it's a wood that may clean up to me a little more the color of you know the power wash or something, the color of your signage. What do you have any thoughts about the fence that's on the site?

Shawn McDonald: We were of the mind to eliminate the fence. It's an old board on board fence with one metal stanchion kind of coming up through the concrete that you can dismantle. I mean, it's nice when it was blocking all the way I guess supplies back in the day, but I think it would be nice to open it up. It's kind of deteriorated grey wood board on board from probably 15 years ago.

Tim Clites: Okay, well, thank you for that clarification. Should we go back briefly to each one of the members and see if there's any follow up comments? We'll start with Bill.

Bill Anderson: You know, giving some consideration to the idea of whitewash when you're talking about whitewashing in brick is, I guess 100,000 different variations of how that could be done. So even if that is considered, one needs to really have it be pointed to a sample or an example of what you want it to look like. If somebody happens to have this image on their computer right now of the front of the building, and if you enlarge it, you can still see in this image the brick. Well, it still looks like a white industrial building, even though you can still see the brick. So my point is that we'd have to be careful if, in fact, that is what we choose to let the applicant do that the samples for the example of what the final product is, is very clear and approved before it's actually done on the building. That's my comment.

Tim Clites: Thank you. I guess as we go around the room needs to help me understand Bill if you were to describe a whitewashing that you might find acceptable. Would that be 25 percent of the brick showing through, 50 percent, like give some sense of how much or like where you might be comfortable with the notion of a whitewash on the brick.

Bill Anderson: Well, sure, of course, that's a tough thing, a visual thing to put a number to, I think we're all in Middleburg familiar with whitewash we see on stone, whether it's at the museum or it's on a farmhouse out in the country. It varies. I would say, if I had to put a number to it, I would say 10 to 15 percent. We want the image. I would like to see the image remain like the title of the shop, brick and mortar, brick, color or brick. So it's very clear that it's brick with a slight wash on it. Again, that's a subjective comment with regards to how much whitewash.

Tim Clites: I understand. But I do appreciate even [inaudible] comment because I think it will help the rest of us as we add our comments. So thank you. Margaret.

Margaret Littleton: I would only say I would think the whitewash would be great, but very, very thin coat of white so that the red shows through.

Tim Clites: Okay. And any other comments on any other part of the application.

Margaret Littleton: I think we should see it.

Tim Clites: The sample if we were to remove the whitewash. Thank you. Punkin.

Punkin Lee: I agree. I think a very light whitewash that we should see. And we would also need to see a new light fixture to replace those three that is dark sky compliant.

Tim Clites: Thank You. Virginia.

Virginia Jenkins: Okay.

Bill Anderson: Tim can I add something?

Tim Clites: Yes, if we can come back to you after everybody gives comments, I will come back to you again Bill?

Bill Anderson: You've got it. Okay.

Tim Clites: Thank you sir.

Virginia Jenkins: Just remind me, isn't the Thomas and Talbot building brick? A brick building and it is painted white. I have never found that offensive in the least. I think it's really good looking. I'm still going to say, you know, if everybody wants to do the whitewash and won't do the paint, that's fine. But I don't have a problem with the paint. I truly don't. I think it's you know, it's very clean looking and it's not an architecturally Historic Building, if you will.

Tim Clites: We'll come back to that. If I don't come back to that [inaudible]. Thank you, Virginia. Cindy.

Cindy Pearson: I'm just going to stay with what I said before within the guidelines, it says to try to keep things brick. I don't think the white actually would add a lot to the front of the building. And once again, I said, if you have the black around it, it just makes it look so industrial. And it's not an industrial building and we really don't want industrial buildings in town. And other than the light fixtures that we spoke of, I think the signs are great. I like the way the signs are, but I think they're fine. I don't know about the like you said, if it would weather. I'm not sure about that. That's all. Thank you.

Tim Clites: Thank you. So I'll add just a minor reflection on everyone's comments before we go back to Bill, and that is that my feeling about a white and a black is that the high contrast of those two sets, a different statement. Than, for instance, if we were just [inaudible] back in our [inaudible] building is not white, but it's a very light color and a large building. But it also has trim and other things that help keep it in its traditional character. And so what I understood from Bill's initial comments, it was really that in addition to painting the brick, it was the high contrast of the black and white. And I only say that as an observation that if the brick was to stay brick, I personally wouldn't have a problem with the dark trim color to go with the brick. I didn't know if the black is the right trim color, but I wouldn't have an issue with that. And with that comment, I'll go back to Bill. Thank you for your patience.

Bill Anderson: [multiple speakers] Yes, the applicant indicated that their approach would be to, I think he said power wash the building and then paint it. Well, I would think that once the building is really power washed the front of it, I think some of the board members might think differently about even considering a whitewash. I mean, it really may bring up a brick facade or a brick I shouldn't call it, it is a brick facade, but it'll bring up a more handsome brick that people will then have a different consideration about whitewashing it. So just a thought that maybe this since the applicant was going to be doing it anyway, is maybe can reconsider this after the building is well, the front is power washed and cleaned so one could really see what the brick looks like.

Shawn McDonald: I can tell you if I can speak.

Tim Clites: Yes, I was going [multiple speakers] Shawn so thank you.

Shawn McDonald: Yeah, one of the considerations for reasons for painting the brick was because it wasn't Flemish bond brick from Williamsburg, Virginia, it was 1935 single bond. And in the right side of the building, and if people remember there was a propane container tank where the tanks you would pull them out there's two concrete holes there so cars that were pulling in, wouldn't hit them. That was put in and before that was there, there was a doorway there. There is a retro, they filled in that doorway and rebricked it in essence. That brick does not match the brick and the rest of the facade. So our thought was it just looks off. And apart from being not symmetrical, the building itself, because there was a bigger entrance door, a picture window and then a separate entrance door. Now that is bricked over. But you can clearly see it's different brick. So idea was it just it looks kind of hodgepodge together. And so we wanted to clean it up. The original idea actually was to do a whitewash where we looked at a lot of the whitewashes in the town, the Lux House, the [inaudible] building down the road. Most of them though when they do a whitewash, it's typically with a colonial character in the facade. And this is not a colonial building like most of the other buildings in the town. This was built later in 1935. It was an auto garage. There are 10 to 15 buildings that are painted in town on Main Street. So the bank is one of them, which is actually more of a block building. It does have white trimmed windows with a off yellow painted, I guess,

concrete block. The Thomas and Talbot building is a brick building. We actually wanted to do the Charleston Green as the trim to match kind of the look of, although it's a completely different style building. We liked that look and the context of the Charleston Green, which is almost like so dark it's black, but it's not. But our painter doesn't think he can match that for an application on the metal, which is the door and the kitchen window. So we settled at black. But again, we could look at whitewashing. I probably just wouldn't do it and just go with the way it is and just paint the sides. But because I just think it's more colonial than it is to match this motif that we're going for here, which it is an industrial building that's an industrial style. It's brick and block with brick columns inside and it's a big open space. So, yeah, I think we were just trying to clean up the facade, not really, given the kind of brick imperfections, was the thought process. And then the lighting, I do need to understand the dark sky. I see some at, maybe they're grandfathered I don't know Thomas and Talbot building Shaggy Ram they all are glass with open tops. So I need to understand what we need to do there.

Tim Clites: So Shawn I'll speak to the dark sky. I forget a number of years ago, the town did enact a dark sky initiative for all light fixtures so that they would not project light upward or ideally beyond the bounds of the site. Although obviously with buildings that are right down the property line, that's the most important feature, is that the lights not project or allow light to go skyward.

Shawn McDonald: Yes, so it could be that material you're just saying don't have open glass on the I guess the top part that is almost like a hexagon with the open glass on the top of the hexagon, you would just have whatever material on top right in that design of the light.

Tim Clites: [multiple speakers] Often light nowadays, light fixture manufacturers will list, if you light is dark sky compliant. They will even note that.

Shawn McDonald: Okay. Got it.

Tim Clites: So let me ask the question just to help someone on the committee reach a place where they could create a motion for us. If we were comfortable approving, for instance, everything but the painted brick and the light fixtures, would that allow you all to proceed? Would you? I'm assuming you would continue with the same white color that you've already selected for the rest of the building and the same scope of work. And you could get started with the signage. My sense is, if there was an agreement to do a whitewash, we would want to see a sample which would take some time and we would have to decide whether that is a full committee review or of [inaudible] some of the members in the committee to approve that. What is your schedule like? Is that going to create a difficult [multiple speakers]?

Shawn McDonald: I mean, yeah, I mean, we'd really like to open mid-April end of April. We're still waiting on Loudoun County, quite frankly, for building permits on the inside to replace the drop ceiling. And do the electrical work for some electrical lighting pendant lighting we're going to have. So but the idea is we would get that all done maybe by the end of this month. We're putting in antique reclaimed barn wood floors from Cochran's Lumber. So it's Oak [inaudible] It's pretty expensive. And the floors all need to be repoured a gravity pour to make it flush and so that will have to be done as well and then interior painting too. So the idea would be a mid-April would be ideal but could be the end of April so. Yeah, I think the biggest thing would be the other thing to consider is I think Ben wanted to paint the sign on the wall on the exterior wall, didn't he? Not the projecting sign, but the two by sixteen sign is that?

Tara Wegdam: Yes.

Tim Clites: And I think I won't speak for the whole committee. I understand that to be a painted sign, regardless of what happens to the brick.

Shawn McDonald: That will probably have to be a painted white field with the black lettering in order for the actual text to show up. I would guess.

Tim Clites: But to be clear, the white brick and mortar mercantile sign would be it would not be black letters applied to the brick. It would be actually the one sign made of sheet material is the brick and mortar is that a three-dimensional part to that sign or is it painted on? I guess we didn't really talk about that part of that particular sign.

Tara Wegdam: [off mic] Idea is that it's just painted on the brick like people used to do on those types of buildings.

Tim Clites: [off mic] Oh, it is good to clarify so it's like, does all of the Committee Members understand? [multiple speakers]

Bill Anderson: Yes.

Tara Wegdam: Nothing is mounted on the wall to be painted on. It's painted on the brick. So I guess what Shawn's point is, is that if the building is not white then and the letters are black, then we have to go figure out how to make them show up. The black lettering on the brick wouldn't show up.

Tim Clites: Right. So I'm going to ask that question. I won't offer my opinion. I'll just look around the room for a raise of hands or Bill you can jump in with any comments about the idea of painting the sign directly on the building.

Bill Anderson: Well, this is Bill Anderson, if the building was not painted, but just the brick was left and cleaned, that same look could be achieved on the sign with an applied, whether it's on a metal or wood, you know, plaque and the same size as shown black on white. I think that would look good on a brick building anyway.

Tim Clites: Any comments from other members of the committee?

Margaret Littleton: I'm fine with that.

Tim Clites: We could as an independent sign that gets applied to the building.

Margaret Littleton: Right, painted on the brick.

Tim Clites: Yeah, [off mic]. And the reason I think that's important, I can't think of another place in town. There are places in other cities where, you know, historically the building was painted the signs painted on the side of the building. It starts to get a little towards the whole mural idea. Although I won't bring up a can of worms. But it does make that sign permanent, more permanent, perhaps, than the tenant might be. And so I would only, I think, be comfortable if the buildings not painted with this sign being an independent item that's attached to the building. That would be my comment.

Tara Wegdam: Well, Market Salamander has painting on the building.

Shawn McDonald: It does, across the street. [off mic]

Tara Wegdam: Yes, A Creme de la Creme has painting on the wood, [multiple speakers].

Tim Clites: Market Salamander is a painted building isn't it. It's not stucco.

Tara Wegdam: Stucco.

Shawn McDonald: It's stucco except where the sign is and that is a smooth texture, and it has a kind of an outline I'm looking at from the streetscape here.

Cindy Pearson: Cindy. [multiple speakers]

Cindy Pearson: Is there anything in the guidelines on that with the signs.

Estee LaClare: The signs I would actually have to look into that. And quite frankly, we would have to evaluate it. Because we have to look at it and see the sample and what materials it's going to be if we decide to go as opposed to the painting sign with an actual signage, we'd have to look at the materials that they are going to use and the paint samples and things of that nature before approval, like we always do with all the signs. Yeah. So if we're changing it from being painted directly on to the building, we would have to review the application as opposed to what is being presented today, because it's different, potentially.

Virginia Jenkins: Can I add a comment?

Tim Clites: Yes Virginia.

Virginia Jenkins: May I add a comment. Since Mr. McDonald clarified. Do you want me to speak up? [off mic] Clarified the fact that there were different bricks used around in different spots. Again, I'm going to go back to, I think, painting it is just fine and painted brick is still brick.

Tim Clites: Thank you. [off mic] Punkin.

Punkin Lee: I know I was the one that brought up the whitewash just to give it a little different appearance on the front, but with now that we know that the bricks aren't all that pretty, no matter even if they're going to be cleaned, then maybe the paint would be the way to go rather than show the imperfections in the brick, especially that is large enough to enclose to cover up a door. So if you do that, then paint the sign right on the building. It's kind of it's different and it'll always be known as a brick-and-mortar building [inaudible] by southern states. [laughter]

Tim Clites: Well, I think the next step is for one of the members to if we're done with discussion to create a motion. And I think it would be useful to recap as to what is [inaudible] the discussion and what the motion entails [inaudible]. [off mic] So Virginia is going to try a motion.

Virginia Jenkins: [Off mic] An attempt. I want to make a motion to approve COA 21-04 S 21-02 request of Shawn McDonald for a projecting sign. A painted wall sign on the building. And exterior alterations at 201 West Washington Street with the colors being as stated in their application. And the light fixtures, if they are, what they called? [off mic] Sky.

Tim Clites: They need to request a resubmission.

Virginia Jenkins: Oh, and to resubmit for the light fixtures that are not dark, whatever it is, dark sky of compliant. The other fixtures, I think, are okay, the copper ones, right?

Tim Clites: I hate to do this, but can you clarify in your comments whether you are okay with the location of the lighting fixtures, because that actually may be useful for the applicant until they bring back another fixture to know whether the location and quantity of fixtures is approved.

Virginia Jenkins: We [inaudible] Okay until we get the dark sky approved light fixtures, I think the location of all the fixtures as shown are okay. Are approved. [off mic]

Tim Clites: And I understand the fence will be removed.

Virginia Jenkins: Goodness, and the fence will be removed.

Tim Clites: Thank you, Virginia. [off mic] Do, I have a second?

Bill Anderson: Aye.

Tim Clites: [inaudible] Bill seconded. Rhonda.

Rhonda North: Vice Chair Lee.

Punkin Lee: Approve.

Rhonda North: Committee Member Anderson.

Bill Anderson: Let me make sure I understand the motion is to approve it as presented with white painted brick.

Rhonda North: Yes, sir.

Bill Anderson: I disapprove it. I disapprove.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Approve.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Approve.

Rhonda North: Three, one vote.

Tim Clites: 3 1 the motion passes, thank to the applicant for your patience with us tonight. And we look forward to having you within your new location in town. [off mic]

Tara Wegdam: Thank you so much.

Shawn McDonald: Thank you, guys.

Tara Wegdam: Thank you. Thanks, Shawn.

Shawn McDonald: All right see ya Tara.

Tara Wegdam: Bye.

Estee LaClare: Chairman Clites, I will follow up with them and ask for the dark sky compliant light fixtures and circle back, and we'll hopefully include it for the April meeting.

Tim Clites: Thank you everyone. [multiple speakers]

Virginia Jenkins: I wasn't as clear as I could have been.

Estee LaClare: It was complicated.

Cindy Pearson: No you did a good job. [inaudible]

Tim Clites: I actually enjoyed [inaudible] debate. Next item of new business is COA 21-05 (S 21-03) request of Jeff Lee to replace an existing wall sign, door graphics, and projecting sign at 10 West Washington Street PRIMIS, previously SON A Bank. Is the applicant online with us?

Rhonda North: Mr. Chair, I do not see a Jeff Lee on the line. If there is someone on the line representing this application, could you please use the raise your hand function to identify yourself? I've got two telephone numbers, so let me allow them to talk and see if either of those. Telephone number with the last four digits, six, one, two, seven, or the telephone number with the last four digits, one, three, nine, six, are you here to represent this application? [Off mic]

Tim Clites: Okay well [off mic] application, I think we could still perhaps review it.

Estee LaClare: Would you probably want to table it since there could be discussion?

Tim Clites: I'm sorry.

Estee LaClare: Chairman Clites, would it be okay if we tabled it until April, since that way they could be there to present the application? I also do have a sample of the color. This is the color that they are suggesting for the signage. And that's why I wanted to be able to show and share it with you. So what I can do is reach out to the applicant and say that we will table it until April. And this way you can also see the color as well. I wanted to make sure to bring this to your attention. [inaudible] Yes.

Tim Clites: Can we actually table it until the end of the meeting and just have a brief discussion.

Estee LaClare: Certainly.

Tim Clites: The applicant is not required to be here. So let's go to the other people who are online and if we can come back [multiple speakers] and just have a 5 minute [multiple speakers]

Estee LaClare: Sure.

Tim Clites: That would be great.

Estee LaClare: Thank you.

Tim Clites: Thank you. Okay the next item of new business is COA 21-06 request of architecture incorporated for an update to the Middleburg Community Charter School's mechanical systems at 112 North Madison Street. Do we have someone representing the applicant with us online tonight?

Rhonda North: Do we have a name?

Estee LaClare: Nicole should be the name.

Rhonda North: Nicole okay, I do you have a Nicole. So okay, so I have two folks that I am promoting temporarily to a panelists so they can speak.

Nicole Hinkle: Hello. I'm here as well as Monjed Barakat and Ken White.

Tim Clites: Thank you. It's nice to see you this evening. Would you like to take a minute and walk us through the highlights of our application?

Monjed Barakat: Good evening this is Monjed Barakat I am [inaudible] working architecturally on behalf of Loudoun County Public Schools. So I'm going to briefly describe the purpose of the project and what the project is. So this is an energy saving program and contracting project that my company was under contract with Loudoun County Public Schools to develop, design and build and commission and provide energy saving that [inaudible] the project. So the project is to replace the heating and air conditioning system in the building. The building actually is like three separate sections. The first two sections I think were built in 1910 and [inaudible] 1918. That's the section with a pitched roof that section is heated with window air conditioners that are right now protruding through the windows and [inaudible] heat in the building. The lower section which is one with the flat roof that has rooftop units, those are visible from the street [inaudible] have seen them. And the idea there is to replace those very similar units, to install in the same location. The third portion is the Art room, which is a separate standalone building that building currently does heating with a propane unit heater and propane tanks or on the pad behind the building. And window air conditioners [inaudible] building. So the project [inaudible] is to remain with the unit heater and the propane tanks and [inaudible] package air conditioning well not actually air conditioning it's a heat pump unit that's going to sit on the ground in the location where the propane tanks are located right now. In the older section of with a pitched roof the solution there is to completely decommission the existing system, remove the [inaudible] and remove the steam system and remove the window air conditioner and install split units. The indoor units they are kind of similar to what you have at home with a unit on the inside, and a condenser unit on the outside. The units on the inside will be in the attic and will have conducted air through the various classrooms and multipurpose room and the condensing unit will be sitting on the ground behind the building. And like I said, this is the energy project there are other things we're doing to the building that are not really visible. And those include our ceiling, the building envelop from the inside, adding information in the attic, you know, that will reduce infiltration and will start creating the indoor [inaudible] system with new LED lighting. All the HVAC systems we're adding will have central energy [inaudible] system. Right now, everything is manually controlled with, you know, with individual thermostats. And that will allow for, you know, properly scheduling the heating and cooling. So that we're not heating and cooling when the buildings are unoccupied. I think that describes it [inaudible]. I can answer those questions if I didn't cover something.

Nicole Hinkle: And one thing I'd like to add in terms of the rooftop units on the flat roof, the existing unit like Monjed said, the new units will go in the same place and a new unit for about one foot 10 inches taller. We provided two options. The preferred option is to paint the unit a light gray color to make them kind of disappear and be as visually not obtrusive as possible. There is a second option for a roof screen, but I hope we can discuss the painted RTU units as a primary application.

Monjed Barakat: And this is one thing I did not mention is that the campus work is going to be done over the summer break and for the Middleburg Charter School the summer break is a little bit less than a month. So we are already under a very tight schedule and we're going to be doing a lot of coordination with the principal so that the work can happen over the summertime without disrupting the school. Another benefit to the project is we're going to be providing adequate amount of outdoor air. Right now, the outdoor air is not to code, so moving the school outdoor air into the occupied spaces will help significantly with improving the environment. In addition, the [inaudible] lighting, improve the lighting as well. So it'll make it a much more friendly building for the students and teachers.

Ken White: So one more small thing. This is Ken White with Architecture Incorporated. Thanks for visiting with us this evening. With regards to reinforcing what Nicole had said with regards to the rooftop mounted units, if we do put screens around those with regards to service distance, it ends up adding a great deal of distance or size to those screens. So you think it ends up being three feet on each side of the unit and then you have the thickness of the structure that supports those. So beyond the somewhat minimalistic size of the unit itself, the mechanical unit itself, we'd be another seven feet of roof screen for

each of those. So I think it ends up being a good bit more visually obtrusive going with the screening and also the structural engineering involved with that and the cost that's involved with that is very significant.

Monjed Barakat: And to add all of that, and I'm sorry if I get back and back [laughter] what we found with we submitted the weight of the rooftop, you know, the structural engineer to do [inaudible] what's happened. And he gave us an opinion after we submitted this application to you all and his opinion is that we [inaudible] there's not going to be you know, we're going to need to do some structural improvements to support [inaudible]. I can't imagine the amount of work that's going to be needed to structurally support the screen. That's going to be a lot of steel on the roof and, you know, to withstand the weight of the steel and the screenings and also the wind loading on that screen. It's a huge [inaudible].

Tim Clites: Well, thank you for that introduction. That was very helpful. And thank you for the clarification on the two options. We appreciate the fact that you've taken the time and effort to give us two options. I think that's always helpful. So thank you. Bill can we start with you if you're still online with any comments?

Bill Anderson: Sure. A couple of things. First question I have is I understand all the school windows are going to be replaced. Are they going to be replaced in kind in terms of the material of the wood excuse me, of the window frames, et cetera, color material?

Monjed Barakat: So this is Monjed I'll answer. So, the windows have been replaced I don't know this was 7 or 8 years ago through another project and there are already double pane windows in the majority of the school.

Bill Anderson: Ok, so the only windows that will be replaced are the ones that have window units in them.

Monjed Barakat: So there are only two windows where the air conditioning unit took place of an existing window all the other windows [inaudible]. And what they did, was there is one of the panels that they lowered it in and mounted the AC unit on top or bottom put a piece of plywood in that opening and put the window units through. So all they're going to need to do is remove that plywood and the air conditioner clean up the window and the window will be restored to its operation, you know, in terms of operation. The two [inaudible] the other units that are in the office in the principal's office and the receptionist those are [inaudible] removed one section of the window, put a piece of insulated panel in the existing window frame and put the units in their place. There still would be you know, the insulated panels [inaudible] and loose window sections that are similar for the existing will be installed so that the appearance will, you know, you lose the appearance of the air conditioner, but then the window as a whole appears to remain the same.

Tim Clites: Thank you. [off mic]

Bill Anderson: So the next question I have is it indicates there are five [inaudible] air units installed through the angled metal roof to serve the new split units. These are on the back side of the building. And, Tim, is this out of our purview?

Estee LaClare: That's where you can actually see from [multiple speakers] we have that down. That's why we had it down. From the side you can actually see it.

Tim Clites: Over by the water tower you can still see that side. So Bill the answer is we believe it is still under our purview.

Bill Anderson: Ok, I'm just not sure when they say they'll be installed through the angled metal roof. Okay well, let me leave that and ask one other question, then, I'll allow others to ask questions. Looking at the two alternatives. And I understand the difficulties with a screen, but I personally would prefer the screen. And I would ask if it was put in, what color would it be? [multiple speakers] That's all I have.

Tim Clites: Thank you Bill.

Nicole Hinkle: The screen if we had to go with that would be we were thinking a light grey similar to the coping which is a very light grey to white, a color like that.

Tim Clites: Thank you Nicole we appreciate that. Margaret, do you have any comments?

Margaret Littleton: I was going to say I don't think the screens are necessary. I think that just painting the units, the grey no one's going to notice that. I don't think. I think it is well presented and obviously well, very needed so I agree with it.

Tim Clites: Thank you Punkin.

Punkin Lee: I agree with Margaret, I think the screening I drove by the building on my way here tonight, just to look at it again and that new part that's so flat, it's kind of squished down anyway. And I think screens would make it push it more into the ground I think the the units painted would be fine. I applaud you all for doing this, and I think it's a good indication that our school is here to stay with all this work. So thank you for that.

Tim Clites: Thank you Punkin. Virginia.

Virginia Jenkins: I also don't think screens are necessary. I think it'll just sort of blend in and nobody will notice after six months anyway. So I think that's overreach.

Tim Clites: Thank you. Cindy.

Cindy Pearson: Yes, I think I'm the person in the room that actually went to that school and so did one of my children. [laughter] So I've been around for a while and I actually live on Marshall Street. So I hear your air conditioners when they're not working right and your heating system because I have a really sensitive hearing. So I'm excited that you're doing this. And I think the screening would actually draw more attention than less with you all painting. I think it would hide it enough because of the way the roof sits. I'm glad to hear that you're doing this because I remember how hot it gets in that old part of the building and the air is just so stifled, you can't even hardly breathe. So, you know, I think it's well done, thank you.

Tim Clites: Thank you. I don't have any comments to add beyond those that we've already heard. So I'll go around the room and ask just person by person for any additional comments starting again with Bill.

Bill Anderson: No additional comments.

Tim Clites: Thank you Bill. Margaret.

Margaret Littleton: No additional.

Tim Clites: Thank you Punkin.

Punkin Lee: I just thought of this with all the trees that have been planted there because I'm on the streetscape committee and we've had Arbor Day there quite a bit that probably by the time this is finished in another year, that at the high time of leafing, that it's going to be pretty well camouflaged.

Cindy Pearson: Yes.

Punkin Lee: So I would still stay with just paint the units.

Tim Clites: Thank you Punkin. Virginia.

Virginia Jenkins: No other comments?

Tim Clites: Cindy.

Cindy Pearson: Nothing, thank you.

Tim Clites: Thank you. Well, if that's the case, I'll entertain a motion.

Margaret Littleton: I'll do a motion, [off mic] that we approve COA-21-66 request of Architecture, Incorporated for an update to the Middleburg Community Charter Schools Mechanical Systems at 112 North Madison Street with option one.

Tim Clites: Can you [multiple speakers] say that again.

Margaret Littleton: Do what?

Tim Clites: Clarify [multiple speakers]

Margaret Littleton: With Option one.

Cindy Pearson: And it's COA 06, not 66.

Margaret Littleton: Oh I'm sorry. I'm sorry.

Tim Clites: Is there a second?

Punkin Lee: Second.

Tim Clites: [off mic] Rhonda.

Rhonda North: Vice Chair Lee.

Punkin Lee: Approve.

Rhonda North: Committee Member Anderson. Committee Member Anderson.

Bill Anderson: Approve.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Approve.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Approve.

Tim Clites: Motion passes, thank you all for speaking with us tonight. We appreciate it. [off mic]

Monjed Barakat: Thank you for your time and [inaudible] we appreciate it too.

Nicole Hinkle: Thank you.

Ken White: Thank you, folks. Thank you very much.

Tim Clites: You're welcome and take care.

Rhonda North: [multiple speakers] Mr. Chair. We do have the applicant now representing PRIMIS Bank.

Tim Clites: Should we jump back to that? OK, so we'll go back to COA 21-05 (S 21-03) at the request of Jeff Lee to replace an existing wall sign door graphic and projecting sign at 10 West Washington Street PRIMIS SONA Bank. And we have a sample of the color that we're passing around the room as we speak. Is the applicant on the line?

Rhonda North: Mr. Lee, you need to unmute. [off mic] Mr. Lee, you need to unmute. There we go.

Tim Clites: Oh no. Where'd he go? [off mic]

Rhonda North: No we lost him.

Danny Davis: I know he's been waiting online.

Cindy Pearson: [off mic] You ought to try being with your first grader granddaughter doing this. You think this is frustrating. No, no. [laughter] [off mic]

Rhonda North: He's not coming back on.

Tim Clites: Is it the applicant is on the line is it that he just can't unmute?

Rhonda North: He was on the line and I asked him to unmute several times and then he just disappeared.

Danny Davis: So Jeff. Would that be him? Jeff Lee.

Jeff Lee: I'm unmuted.

Rhonda North: There we go.

Estee LaClare: [multiple speakers] good evening.

Jeff Lee: Holy smokes, I went to the app. [laughter] So now you've got to look at me.

Tim Clites: Thank you, Mr. Lee. If you want to give us any comments on your application, we have the documentation [inaudible] any comments.

Jeff Lee: Background on January 28th SONA Bank had announced that they are rebranding their organization under this name PRIMIS and that logo. To the end, what we've presented to you, we feel, is

compliant as far as you know, size and area and it is a like for like replacement of the existing signage. It is a full replacement of the signs over the door. The projecting sign, I'm going to call it an ATM directional. We propose to overlay using vinyl graphics, as you see, and that is about the long and short of it. Thank you. I will go around the committee again in the same order and ask for any comments, starting with Bill. Mr. Anderson?

Virginia Jenkins: He's gone.

Tim Clites: Okay we'll go to Margaret.

Bill Anderson: I'm sorry, I'm sorry I'm here, I'm here. I think it looks good.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I think the writing is fine. I think the color yellow is really shocking. And the colors that we have on our paper are nice, warm yellow. That's a very cold post it yellow.

Estee LaClare: It's neon.

Tim Clites: Thank you. Punkin.

Punkin Lee: Well, just to clarify, I'm assuming that the sample we got is more of a lime green and the color with the packet was a warm yellow. So is that lime greenish corporate color that will show up for everything? Just thinking if they decide to add awnings or something down the road it would be pretty bright. Thank you.

Tim Clites: So we'll pause for a moment. Jeff, can you confirm for us that the color swatch that we have is that the actual corporate color?

Jeff Lee: Not the actual what?

Tim Clites: Is that the logo? Is that the new branded color for the logo, this sample swatch?

Jeff Lee: Yes, sir, it is.

Tim Clites: So the printouts that we have you should ignore. Thank you. Virginia any comments?

Virginia Jenkins: The only comment I have is that. Even though it's a corporate logo color, it's not in our historic paint charts or is it?

Tim Clites: It's not but I don't know, as a matter of discussion, I don't know that we've ever on branded logos and colors asked that, that be compliant.

Virginia Jenkins: No, I don't see how you can.

Tim Clites: I don't know how you can either, but.

Virginia Jenkins: What would you like me to say? [laughter]

Tim Clites: I just want to know if you're done with your comments for the moment?

Virginia Jenkins: I am done with my comments. I'm not. [Multiple speakers]

Tim Clites: Cindy. You're not in favor of the color [multiple speakers].

Cindy Pearson: So I would suggest if there's a way to tone that color down because it's not one of the colors that we use here in town, regardless if it's a corporate color or not. You know, they can still use it on their letterheads, their cards, their whatever, but that's going to be on our building and outside. I don't know how that's handled. Yeah, it would open up. Yeah, different colors to be accepted from this point on if we did approve that. That's all.

Tim Clites: Thank you. And so I guess I'll add my comments acknowledging that perhaps it's not my favorite color. I think both with this application and in general, as we review our guidelines, we should have some clarity around this issue in our new guidelines. It's a bit of a digression from the application at hand. My sense is that corporations and businesses and even individuals that take the time to come up with the logo and a color scheme, their brand, it's a very important part of who they are. And so I would be hesitant to suggest that that should be different simply for our town. I think it's a very different conversation for us to have as a historic review committee when we talk about colors that are going to go on, building shutters and doors, et cetera. So my comment would be, although it's not my favorite color, that's a matter of opinion that shouldn't weigh on this particular application. And with that, I'll run around the room one more time for any other comments starting with Bill Anderson.

Bill Anderson: No, no further comments.

Tim Clites: Thank you, Bill. Margaret.

Margaret Littleton: Would there be any possibility that it could be a bit smaller the twenty-seven by thirty-six? It's large.

Will Moore: Mr. Chairman, this is Will, if I may interject for a second, if that's okay?

Tim Clites: Please thank you Will. I didn't know you were listening.

Will Moore: I am. Just a follow up to your comment and then linking that to the one that Margaret just made. I think you, Mr. Chairman, are absolutely right in terms of the importance of you know, a company's brand, and that may include marks, it may include colors, but you shouldn't necessarily look at that in a vacuum. So it's not just looking at the color, but as Margaret stated, if you have a color that for some reason or another does not seem appropriate on a facade of a certain building, it may not be just the color it maybe the the size of the mark that has that color in it. So in this instance, the applicant is attempting to maximize the sign area that's allowed under the zoning ordinance, which is understandable. But that does not necessarily mean that of that maximum size in the configuration that they propose is appropriate. So if there is concerns with the presence or the amount of that color, maybe it's a a smaller logo or just a smaller size in general and then it's not so present and striking.

Tim Clites: Thank you for that insight. That was well [inaudible] I appreciate it. Virginia. [off mic] Oh, I'm sorry, Punkin I forgot [off mic]

Punkin Lee: I agree with Margaret that if that the lime green part of the logo could be reduced, at least you would keep the corporate branding in the signage, and I think it's an unfortunate color that kind of fights with the color of the building and definitely the red roof, so probably reducing that green a bit would make it a bit nicer, I think, for the overall appearance, why you would still keep it as the overall name, but a bit smaller.

Tim Clites: Thank you Punkin.

Virginia Jenkins: I have no other comments.

Tim Clites: Thank you Virginia. Cindy.

Cindy Pearson: No comment.

Tim Clites: And my last comment would be thank you, Will and Margaret, for the observation about the scale. I would agree that something that was smaller would help both the color and well would help the impact of that color. So if there's no further comments, I'd entertain a motion.

Margaret Littleton: Don't we have to know what they come back with what size, if they want to do that? [multiple speakers]

Tim Clites: Well, that's a good question. Would you like to revisit this graphically, I suppose [multiple speakers] try to make a decision without the graphic to show the size.

Margaret Littleton: Yes.

Tim Clites: Then that can be a motion, I believe. [Off mic]

Margaret Littleton: [multiple speakers] to be the bad guy. Let's see. Let me get my glasses on. COA 21-05 (S 21-03) request of Jeff Lee who would like to replace the existing wall sign store graphics and projecting sign at Ten West Washington Street because of the size [inaudible] of the logo we would like to table this and have them come back and present what they would like us to look at further.

Tim Clites: Can I ask for clarification on behalf of the applicant? Are we talking just about I just want to confirm this may be obvious. We're talking just about the sign above the door on the wall of the building, the free stand or the hanging sign and the door itself between the door? [multiple speakers] issues with that or is it just the wall mount itself? Does everyone understand?

Margaret Littleton: And the projecting it says here. It's the projecting and the ATM. [multiple speakers]

Virginia Jenkins: projecting sign with the ATM.

Margaret Littleton: It would have that same logo I would think. [off mic]

Virginia Jenkins: I didn't see that. I'm sorry. But it does have it.

Margaret Littleton: Yeah, but the signs smaller.

Tim Clites: So I just want to be clear for the benefit of the applicant [multiple speakers] that they are to look at the size and scale of the wall mounts. Is there a second?

Punkin Lee: Second.

Tim Clites: Rhonda.

Rhonda North: Vice Chair Lee.

Punkin Lee: Approve.

Rhonda North: Committee Member Anderson. The Committee Member Anderson. We've lost him. [off mic] Committee Member Anderson.

Bill Anderson: Yes, my phone dropped out. I didn't hear the suggested.

Rhonda North: Motion.

Tim Clites: Bill, we have a motion to table the application until next month with the request that we consider the wall sign at a smaller scale.

Bill Anderson: Got it.

Jeff Lee: [multiple speakers] Yeah, may I speak?

Tim Clites: Yes. Mr. Lee.

Jeff Lee: Hello.

Virginia Jenkins: Yes.

Jeff Lee: May I speak?

Tim Clites: Yes sir.

Jeff Lee: I'm sensing, I guess the biggest objection that we have is to the color of the logo. I know that in some cases that we have modified the size of the logo in relation to the lettering, but it's only been slight, and it's only been for the purpose of fitting it into a confined area. Now, I had guessed that this might be a point of contention, and that's why I had taken the liberty of running this by the bank in advance of this meeting. If Green is objection, then how about we make the logo black?

Margaret Littleton: Perfect.

Cindy Pearson: Perfect.

Jeff Lee: Or the same color as the lettering?

Tim Clites: Well thank you for that interruption Mr. Lee [multiple speakers] You should be the way you treat me sooner and I apologize that I didn't ask you for comments before we asked for a motion. So there is a motion on the table. Rhonda you have to tell us what to do in the middle of a vote for a motion.

Rhonda North: Even though you're in the middle I think if Committee Member Littleton, wants to rescind her motion and if you want to start over again, that that's probably the best way to handle it. [off mic]

Margaret Littleton: So the past is erased. [laughter] I would like to approve, or we would like to approve COA 21-05 (S 21-03) at the request of Jeff Lee to replace existing wall sign door graphics and projecting sign at 10 W Washington Street Middleburg Virginia with changing the color of the logo to the same color as the "PREMIS" OR PRIMIS however you say that. [inaudible]

Punkin Lee: Second.

Tim Clites: Bill, did you hear that motion?

Bill Anderson: I did, and I would approve.

Margaret Littleton: Thank you.

Tim Clites: Thank you.

Rhonda North: Committee Member Lee.

Punkin Lee: Approve.

Rhonda North: Committee Member Anderson.

Bill Anderson: Approve.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Approve.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Approve.

Tim Clites: Motion passes. Thank you, Mr. Lee, for the interruption and for your accommodation. We appreciate it.

Jeff Lee: Thank you bye bye. [multiple speakers]

Tim Clites: [off mic] everyone for working through that. The last item of business we have is a discussion item. We have at least one [inaudible] on the line. I believe the discussion item is a presentation and discussion of the New Town Hall siting and massing and I will turn it over to Rhonda, who I believe will turn it over to the town's architects.

Rhonda North: So I have promoted our architect and [off mic]

Will Moore: If you will. So, Mr. Chairman, before turning it over to Rhonda, who will be actually representing the town as the advocate, just wanted to talk briefly with you about what it is that the town is trying to achieve at this stage. So we are really talking about siting and massing only at this stage and conceptually. So when we talk about siting and asking where it is that this proposed structure will go on our property in addition to where the parking is proposed to go on the property and massing really has to do with the spread of the building, the width of the horizontal, and then the height you will see in conjunction with some exhibits that are kind of amorphous, don't really show a lot of detail that give you some some examples of how this will be masked relative to the adjacent structures. You'll see some of that, but then you'll see some actually elevation sketches. And I would just say it's important for you to get a general idea of the elevations when considering siting passing but try not to get drawn too far into your discussion of the actual elevation sketches that's going to come back to you for your normal detailed approval in all the fine details that you look at. So, again, what we're trying to achieve is just getting the conceptual siting and massing, which gives us then the ability to move forward with the more detailed drawings that would be coming subsequent. So I just wanted to kind of tee that off for you. We are not expecting, as I stated in my memo, for you to make that decision tonight because you didn't have the benefit of any advanced, you know, review of these materials. But if for some reason you're not opposed and you're willing to give that approval, I can structure a motion for you to consider that. But that's why we scheduled the special meeting for this coming Tuesday that would give you the opportunity after this meeting to have the materials actually sent to you where you could spend a little more time with them. So I just wanted to tee that up and then turn it back to the chair. Yes, ma'am.

Margaret Littleton: You had a model. Is it what you're going to present?

Will Moore: No. So, yes. So that was that was a very early iteration. But this has changed a good bit.

Tim Clites: Just I was just so interested in the as part of our process. This is unique in that we're going to have a formal motion at either this meeting or next week's meeting around the [inaudible]. So that the town hall has [inaudible] to keep the process moving.

Will Moore: That is. Yes,

Tim Clites: Then there will be other reviews that the town has built into the [inaudible] I sat on the committee there'll be other reviews where as the plans develop and have more detail, we'll get other opportunities to look at and comment for it.

Will Moore: Absolutely. Like I said, you will see some sketch elevation's tonight, but you'll receive the normal full architectural elevations that you would have with any kind of application for new structure, full details on materials, colors, all the design elements. All of that will be forthcoming. Yes, thank you.

Tim Clites: So who's going to introduce the folks that are online with us?

Rhonda North: So that will be me. First, I want to give you just a brief history on the project. So in 2017, the town hired PMA to conduct a space needs study to determine our current as well as our future needs for the next 20 years. They did. So we did end up extending that contract just a little so that they could help us in the evaluation of eight potential sites. Some developed, some not developed. And the the 3D concept plan that that Margaret just referenced came about as a result of that. So that was just to make sure that what was being proposed would fit on the site that we ultimately selected. So the council did ultimately agree that they would like to construct the site, the new town hall building on our existing town office site. To that end, we did acquire about a half an acre immediately behind the town office, and then we began the process of acquiring additional property from Salamander. I won't go into all of the details of how that occurred, but I would just say that there are essentially two components to it. There's an L shaped parcel on which the parking lot will be sited. We are not allowed to place under the terms of our purchase agreement, any buildings on that property. Then adjacent to that there will be a village green. That property will continue to be owned by Salamander, even though it will be open for public use and some limited town use as well. So with the buildable property that we have, and Andrew will get into this just shortly, we do have some site constraints. We do have a water main that we cannot build over and we also have the existing town office building. So while while we had the desire to continue to to live in the building while the new town hall is under construction, that was not certainly our main driving force in developing the design. Part of the that was part of our drive was to create a town green space on the Marshall Street side of the project. So that will occur on what is now the current town office site. So as we were, we're going through the property acquisition. At the same time, we issued a request for proposals for both the architect engineering services as well as construction management services. And Chair Clites. We appreciate he served on the selection committee for the Architect, and I won't go through all of that process, but we did award a contract to Glave and Holmes, who is also partnering, partnering with Creech and Associates. Glave and Holmes is a Richmond based firm. Creech and Associates is a North Carolina based firm. Both of those firms have extensive experience in not only building town halls but also building police departments, as well as combined town halls and police department, which is what our project will be. At the same time, we also awarded a contract to Downey and Scott. I do need to say all of these firms are very highly respected in their field and we feel very lucky to be able to partner with them on this project. We think we're going to going to have a great project as a result. So with that in mind, I'm going to introduce Andrew Moore. Andrew is with Glave and Homes and he will be giving the presentation this evening.

Andrew Moore: Thanks, Rhonda. Let me see if I can manage to share my screen, this is always a tricky step. All right. Looks like that worked on my end. Is that visible to everyone?

Rhonda North: Yes, sir.

Andrew Moore: Ok, great. Well, again, thank you for having us tonight. I'm representing a design team that is made up of a number of members. Rhonda mentioned the two architecture firms, Creech and Associates and our firm Glave and Holmes, who are partnered together to bring this design to you. But, you know, I'm not working alone. I've got a bunch of people behind me that are that are helping. And I think we have a great team. We also have worked a lot with the Downey and Scott, the construction management firm that the town selected. So we're really pleased to have that synergy as well. And as Rhonda mentioned, the goal tonight is to really explore the basic framework of the project in terms of its site plan and where the building is located, how the site circulation works, and its basic mapping, which I hopefully will be able to adequately illustrate in the materials. So let me dive in and first talk about the site itself. Hopefully, you can see my cursor moving around this little L shaped piece of property is the one that Rhonda referred to as being acquired by the town from Salamander. That also is notable because it has restrictions that no vertical construction can be made there. So it's off limits for building. It can be used by the town for site circulation and parking. This rectangle right here, we're calling the village green, which is the portion of the site that is retained. Ownership is retained by Salamander, but we are using it and acknowledging it in our site plan as a major feature. I mean, obviously, it's a piece of green space that is intended to be a contributing factor to that, to the overall composition. Some other notes on this particular diagram right here. You can see the existing town hall footprint in purple and then you can see the general slope. These orange lines here represent red line, represent the topography. And you can see it's a fairly significant slope going to the to the west here north being up on the page. This orange dash line here is in two directions, is showing the desired circulation through the site to a connection to Marshall Street, a connection to Pendleton Street, and then also a connection to a future street, which is part of a future development anticipated on the Salamander property. Rhonda also mentioned the the water line that runs through the property. And there's really a couple of components to that. This portion over here that's adjacent to the eastern property line is perhaps the more significant water line. It actually has a fixed structure right here that would be relatively difficult to relocate. And then there's kind of a secondary easement that runs east west that we are just touching with our proposed development. But we actually, when we get into it, will determine whether, you know, that needs to be moved or whether we need to respect that as a fixed point. So that's just the basics of the site. Any questions about that before I move on? Ok, well, feel free to interrupt me and stop me at any time. So this is the proposed site plan for the project and without getting into too much detail of the building itself. Let me first just talk a bit about how the [inaudible] came to be, what it is. So we're looking at a one-story building that you can see here that has a relatively simple massing. It's made up of two major parts. This part here, which houses the majority, probably say all of the offices of both the administration and the functions of the police department. And then a second mass that's over here on the on the western side of the footprint that houses the council chamber. Now that this [inaudible] on the eastern side, the larger portion of the building is bifurcated by a corridor that basically links this promenade through the building to the council chamber and separates on the one side the administration of the town and on the other side, the police station. And there's a little bit of an imbalance between those two in terms of the square footage, which is why this this corridor and the connection to the council chamber is slightly off center of the building. And also as as it happens, kind of sits the sorry fits the geometry of the existing property. So that's how that's how that ended up. On other aspects of the site plan. We, of course, have this connection to Marshall Street and this is currently shown as a drive aisle that's 20 feet wide, which is the minimum width for fire truck access, and then an adjacent pedestrian zone, which is shown here in this kind of brick color. We're actually thinking about these things as being not quite divided that way. In other words, there's not really this this is intended to be a one-way street and you don't need 20 feet of asphalt for the vehicles to actually go through there. So our thinking is that we would, in fact, reduce the width of the 20 feet and give the balance back to pedestrian zone. However, for the sake of clarity, we want to show the full 20 feet because that's what the fire truck actually requires when they put out their outriggers. If you ever have gotten into the details of fire truck access, it's not just the footprint of the truck. It's they have these outriggers that they have to put out. So long story short, this is going to be developed further in terms of

its character. Rhonda also mentioned this zone right here, which we are envisioning as being a small park space for the town. So this is on Marshall Street. It serves as a forecourt for access to the building from Marshall Street. And we're currently conceiving it as a mix of planting areas and lawn space, you know, perhaps even large enough for a small event. So we're going to develop that further from a landscaping standpoint. But that is envisioned as being a park it's actually city owned and that is a complement to the village green, which you can see here conceptually shown as a sort of natural amphitheater. You can see the the topo lines have this horseshoe shape. And then we have shown in the conceptual way, perhaps a stage at the low end that could be a place for performances. So other notable features about the site, you know, the one-way drive from Marshall brings you into the site. And then, you know, there's fire truck access actually goes through this parking area and then back out to Pendleton. This would be two way with parking on either side. And then we would also have a two-way drive aisle in this portion of the site with parking on either side and then a future anticipated connection to this future street. In terms of access to the building, there are two public entrances. So you have this entrance here that's made off of this promenade that allows you to basically go from the parking lot along this promenade. And this is actually a covered [inaudible] you'll see in the building massing in just a moment a covered [inaudible] that takes you to an entrance point that's accessible from both Marshall Street and from the parking lot. And then there's also a public entrance right here that is easily visible from the parking area that basically brings you into a node between the council chambers and the balance of the office building. And this allows us to internally separate the town's offices. And the police station access from a potential for after hours, so you could have an event, council meeting or whatever you wanted to have in the council chambers, plus have the public restrooms right here, access that from the parking area completely independently from the balance of the building. So we feel like it does allow a fair amount of flexibility to the use of the building. Let me flip one more. This is a composite of the previous image with the building footprint shown underneath of it. And I wanted to show you this, first of all, to show you that we are, in fact, honoring this property line right here from the the portion of the town's property that is unrestricted access or unrestricted use, rather. And then the portion of the town property that is being conveyed from Salamander to the town that has those restrictions for no vertical construction on it. You can also see here that the existing town hall building is entirely outside of the footprint of the new construction that was done intentionally to promote the possibility that the existing town hall could remain in service throughout construction of the new town hall. And that you would, you know, as a final step, move from one to the other, demolish the old town hall building and then finish up the site work in this in this plaza space. So I'm going to I'm going to just pause there for questions about the site before I go on to the building itself. Any questions?

Tim Clites: I'll start since Bill's not in the room, I'll ask, is he able to see this Bill? We have one member that is dialed in remotely.

Andrew Moore: Absolutely. Take your time.

Cindy Pearson: Bill, are you still there?

Rhonda North: I don't see Bill. I don't see Bill on the line anymore.

Tim Clites: Margaret?

Margaret Littleton: No questions yet.

Tim Clites: We don't have any questions so far, Andrew. Thank you.

Andrew Moore: Ok, well, I will forge ahead and I'm sure that there will be coming. So this is what we have done is we've prepared a very basic three-dimensional computer model of the proposed building and just hints of the architectural character, you know, reinforcing what Rhonda was saying. There's plenty of time for us to discuss the architecture. But, you know, it's impossible to completely divorce the idea of the

architectural expression from the building massing. So let me explain what you're looking at here. So just to orient you, we're looking at this kind of from the I guess it would be the north west of you or maybe for how much more due north. And this over here is the Marshall Street side of the building. And then Pendleton is running down here through this alley of trees. This is the apartment building that is fronting on Marshall Street. Here's the Verizon building here and the house that's on that faces on to Pendleton. The building massing is, as I said earlier, is made up of really two parts and a connector. So this larger part here is that the part that houses the police station, again on the southern part of the building and on the northern half of the building is the administration for the town. And this this slight bump out of the facade right here is the signal for that entrance portion to that corridor. And it goes straight through the building, through the connector and into the council chamber. The council chambers is envisioned as being the secondary mass that has potential for a raised ceiling in there. And we've actually currently showing it with a roof monitor [inaudible] story so we can actually get [inaudible] natural light from above. So these are some views ground level. They give you a sense of the massing of the building in context. So this is again standing on the other side of Marshall Street, looking back through with the existing town hall removed and showing how that one story and a piece of the building would express itself from a view from Marshall Street, obviously with trees removed. And this is showing the landscape in the foreground. But this is fairly accurate to the topography, just as an editorial note. You can see here in this rough modeling of terrain that there's a little bit of a steep slope here and steep slope here. And that is actually reflective of the anticipated grading. So we're actually cutting into the site because right now there's kind of a big hill about where the corner of the proposed building is located. And then finally, this is the view from the village green. Looking back from the Salamander Resort, seeing that building in context. Seeing the building in context as it is in here across the green. This is, again, the portion of the offices, this council chamber. And you can see here fairly clearly that entrance into the connector between the two portions of the building. And then these are the the very rough sketches that we have produced, starting to hint at architectural character. But more to the point showing that how we might articulate the building from a massing standpoint. What's notable about this is that we are, you know, establishing a one-story massing with a [inaudible] line that is at the appropriate place for a one-story building and then sloped roofs that recede from that [inaudible] line. So that's the theme of the building. This is the facade that would face Marshall Street. This is the east elevation that would face the promenade. And as I mentioned earlier, you actually enter either from the north or from the south to a covered [inaudible] that takes you to the entrance point leading to that shared corridor, leading both to the police station and to the offices. Let me back up one image, because I forgot to mention there is the secondary secure, limited access entrance right here on the south side of the building directly into the police department. And that's an acknowledgment that there are needs to access the police directly for different sensitive reasons. If you bring in somebody for an interview, for example, you may not want to have go through the public lobby, but that would not be a public entrance. And then this is the north elevation that would face the the village green one feature here. I just want to point out is that this area in front of the council chambers is actually a usable porch. And Rhonda has assured us that the town will be putting rocking chairs there for the view. And then rounding out the elevations. This is the view from the West that you would see that the council chamber with the roof monitors shown here in this articulated view. So I've ended the show with the same images I showed before. This is the site plan, and this is the kind of three-quarter view of the aerial massing. And we'd love to have your questions and comments.

Virginia Jenkins: So all I said was, I'm intrigued. I like it.

Tim Clites: I'm intrigued, says Virginia. [laughter]

Andrew Moore: I can think of a lot worse things. Yes.

Virginia Jenkins: I also said I liked it.

Tim Clites: I imagine this has been debated already as you've worked with the town council and the staff. And it's kind of like how does it feel questions. If I were coming to town hall via car, it's obvious which

entrance I would go in because there is a primary entrance facing the parking. What is your sense about how active the other entrance will be?

Andrew Moore: That's an excellent question and one that we have actually been working through and continue to work through. In fact, some of the comments we got from the the city council, that reviewed it recently was about that very subject, particularly from Marshall Street. So my answer to it is that we're studying it. Let me back up to that slide. So one observation I will make here is that, you know, we've got this this [inaudible] on the right side of the image here on the east side. It actually starts a little bit back on the facade. And, you know, one thought is that we increase that prominence of that portico to the to the [inaudible]. That's one possibility. Another possibility is a site plan to allow the site to have some more cues. You know, right now, if you look at the way that this line and drive are considered, the kind of least prominent walkway is the one that goes to the [inaudible]. You know, you actually have a more prominent walkway with this of trees going to the secure entrance of the police station. And then, you know, greater still is the drive out. And I'd like to maybe think about this a little more and think about how we might be able to make this access right here from Marshall Street to the [inaudible] be more prominent and need more ceremonial leading you that direction. I mean, my goal really vision for this all along, including the drive aisle, frankly, is that this all feels like a town town, green in and of itself, an urban town green, if you will, and that it draws you in to the site and progressively you are drawn to the building. So that's that's sort of where my thinking is on it right now.

Cindy Pearson: It looks like you could just swap it and make the more prominent one on the east part. Have the more trees, you have it more inviting that way.

Virginia Jenkins: Ok, I have a question now. Why would you need two sidewalks going to the same?
[off mic]

Tim Clites: In terms of the siting and massing, though, I think it's really wonderful to think about this little lawn space where the old town hall was. I think that there's so much you know, the community knows this building is pedestrian's primarily and then occasionally driving by. I don't know what the ratio of visitors is pedestrian to vehicular, but I really like that little space [inaudible]. I think it's a great opportunity. [inaudible] sidewalks and I think what you're saying Andrew is that that's part of what we've been discussing with the town council and you feel that there's opportunity to develop that further as well.

Andrew Moore: I do, I do, I think that I think right now, the way that it's drawn, our landscape architect LPDA, I think has done a great job of providing some some character, hints of character. But I think from a technical standpoint, I'd like to see this strengthened as the prominent procession. In fact, I don't think we need this at all, you know, as a connector. And so, you know, you'd have this direct access and then this becomes really an outdoor room that is bounded on one side by this procession to the entrance. And then, you know, I think we can we can almost disguise the police station, secure entrance. You know, it does not need to have an actual relationship to a sidewalk. It's really just a back door for sensitive entry.
[off mic]

Rhonda North: Who's been raising that.

Tim Clites: We also would have to share that on that siting and massing I really like at the conceptual level, the way the council chambers have a real presence in the architecture and are expressed differently now. And I think it's unique, especially with a monitor window. It's the kind of thing that over time, people will be able to identify as a bit of a landmark. And I think that's I think it should be important to us. And I think as a community, it probably is important. So I like the way that's the direction that's headed.

Andrew Moore: Thank you.

Andrew Moore: I think that, you know, just just to comment on that just a bit, you know, we we really feel it's important for this building to have a civic presence and some civic expression for its architecture. You know, when we interviewed for the project, you know, one of the things that we emphasized was that that a town hall should feel like a town hall. You know, it shouldn't feel like something else. And, you know, there's lots of precedent in the town of Middleburg for its special buildings having, you know, civic presence. And I think that this should be one of them. So it's an opportunity to create that.

Punkin Lee: I think what strikes me is that everything is very straight and precise, there's nothing relaxed about this site at all. We got nice green spaces, but they're just boxes. There's no you've got the long straight driveway and then you got a big box, your parking and your back green is like a box. And where the town hall where we are right now, that's another box. The building's a box. I mean, a nice curve here or there might be nice.

Virginia Jenkins: Don't you think landscaping down the road is going to do that.

Punkin Lee: Landscaping will help but you still. It's like. You got to walk straight in and you got to drive straight in and it's like couldn't you have that park, that sidewalk, just have a little meandering up to it and rather than so geometric.

Andrew Moore: I appreciate the comment, some of the things that we have wrestled with on this is that the limited area, part of the reaction to the site is you can kind of squint your eyes and see it on this site is that pretty much every available area is used. But I get your point. We can we can look at that from a you know, is there an opportunity to introduce a curve even in landscaping or the building or both.

Tim Clites: Margaret.

Margaret Littleton: I agree with Punkin. I think it would be much more friendly to have a wider, you know, a gateway, so to speak, for these straight paths maybe. A fountain, just something moving.

Virginia Jenkins: I think you I think you could probably do that if you took away that one sidewalk in the front on the village green. I mean, you can that whole concept is an entrance would change. [multiple speakers]

Tim Clites: [off mic]

Rhonda North: No, no, I don't see him.

Tim Clites: Ok, well, I don't know that we need to thank you all for your comments. I know we get a couple of days to look at this and then we get to meet with you again Andrew in a what, a week or so. Is that right? Tuesday oh wow. So next week. [off mic]

Cindy Pearson: Well, I remember what Will said. If you wipe away that it's presented tonight. I mean, if you're OK with what you seen to get them to go ahead and go forth, we could make that motion tonight. But don't want to rush you at all if you feel like you would rather go home and look at it some more or and then have a meeting on Tuesday to do that, you can we would not have a meeting on Tuesday if you make that decision tonight.

Tim Clites: And I think it's a great suggestion about like the softness of the space. Right. And that's why they. When we first looked at some of the proposals in the schedule, we kind of recommended. Let's come in let's have them come into us more frequently than [inaudible] we can get some of these suggestions out early. And I think that's the kind of suggestion you want to hear as an architect at this massive planning stage, not down the road when you're into the details further. So. Are there any

questions, specific comments that you think you would like to hear from us Andrew, as the historic review committee.

Andrew Moore: Well, I think that the key ones for me right now, at this moment in time is the location of the building, the general connections in terms of vehicular and pedestrian connections and the massing and scale of the building itself. You know, the the the landscape, the geometry of the landscape, the plantings and the exterior architecture and materials are all going to come back to you. So, you know, if you want to, you know, if you're willing to, I think that the intent was to get this at least a two-stage approval that was just, you know, building footprint, site layout, massing step one. And then, you know, if we get if we have that settled, that frees us a lot to to be confident moving forward with developing, you know, further developing the floor plan and the massing scale of the building. So, you know, I look forward to future conversations and we're certainly willing to come back on Tuesday. If you would like us to delay that motion for massing and scale and site at that point, I'll leave it up to you.

Tim Clites: [off mic] There's a few things I can't do, and one is make a motion. [laughter] I'll speak for myself; I think as compared to, I know, the model that we saw a while ago and a lot more detail, but was never intended to be, the plan [inaudible]. And for me, this feels like it sets a better direction and a direction that feels like this [inaudible] successful. I think there was some early discussion about [inaudible] a lot of earlier discussion that they've already sorted out for us. And so to get on this [inaudible] into a one-story building. [inaudible] Yeah, you know, and I think to be able to then site it [inaudible] it with the limits that they had and create a very nice what feels like a very nice opportunity for people that come via cars, But then a different and more pleasant experience for the pedestrian. I think it's at the phase where I think it's all positive from my perspective. Well Virginia sounds like she's ready to make a motion.

Virginia Jenkins: I make a motion to approve the siting and the scale. Is that what they want? scale massing that is being presented this evening at this juncture.

Punkin Lee: Second.

Tim Clites: Punkin seconds. Is there any further discussion? Rhonda.

Rhonda North: Vice chair Lee.

Punkin Lee: Approve.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Approve.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Approve.

Tim Clites: Thank you Andrew, you can continue to work. [laughter]

Andrew Moore: Thank you for that. Well, it's been it's been a pleasure meeting with you. I really enjoyed the interaction. I look forward to further interaction as we further develop the building. So thank you very much.

Rhonda North: Thank you, Andrew.

Tim Clites: Thanks for sticking with us tonight. This meeting is not normally this long [inaudible] We promise.

Andrew Moore: It's OK. I've been in longer ones.

Tim Clites: Take care.

Andrew Moore: All right. Bye bye.

Tim Clites: Well, thank you you all. [inaudible] meeting quorum, which we don't need now for on Tuesday, the 9th, [inaudible]. No reason to meet. So our next meeting is in a month.

Will Moore: April 1st. [laughter] [multiple speakers] We will this was our first look at the final presentation as well that we saw tonight, so we weren't able to provide this to you in advance, even though you've already taken action. When we did that presentation from Andrew, I think tomorrow we will forward that on to you so you can still spend time with it. And if you have any more of those kind of comments like Punkin started with about the curvature or the feeling too square. Feel free to shoot those to us at any time. It doesn't necessarily have to be in the context of a meeting during which we will be discussing the project. You'll have that to spend some time again knowing you didn't have the benefit of seeing it in advance.

Tim Clites: Thank you. that's it. I move that we are adjourned.