



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



**Thursday, April 1, 2021
PENDING APPROVAL**

The regular meeting of the Historic District Review Committee was held on Thursday, April 1, 2021. Vice Chair Lee called the meeting to order at 5:30 p.m.

PRESENT: Punkin Lee, Vice Chair
William Anderson
Virginia Jenkins
Margaret Littleton
Linda Wright
Cindy C. Pearson, Council Representative

STAFF: William Moore, Deputy Town Manager/Town Planner
Estee LaClare, Project & Planning Associate

ABSENT: Tim Clites, Chair (excused)

Vice Chair Lee explained that it was the HDRC’s responsibility to conduct essential public business despite the COVID-19 pandemic. She advised that the Committee recognized the need to do so safely for its members, the staff, and the public. Ms. Lee 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of Government Operations During COVID-19 as adopted by the Middleburg Town Council, until such time as the Governor rescinded his emergency orders mandating social distancing. She 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. Ms. Lee reviewed the procedures for the Committee members, applicants and public to participate in the remote meetings.

Planning & Project Associate LaClare called the roll at 5:30 p.m.

Approval of Minutes

Committee Member Jenkins moved, seconded by Committee Member Anderson, that the Historic District Review Committee approve the minutes of the March 4, 2021 meeting.

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

No – N/A

Abstain – N/A

Absent – Chair Clites

(Councilmember Pearson is a non-voting member of the Committee)

Action Items

New Business

COA 21-07 (S 21-04): Projecting Sign, Wall Sign & Exterior Alterations – 116 W. Washington Street – Thistlethwaite Americana

Taylor Thistlethwaite, the applicant, advised the Committee that his signs would incorporate his logo, a gold thistle. He further advised that the sign above the door would include the word “Americana” between two thistles. Mr. Thistlethwaite noted that he was also planning to repaint the building Coach Green, which was recognized as a preservationist color.

In response to an inquiry from the Committee, Mr. Thistlethwaite reiterated that the front of the building would be painted a glossy Coach Green color. He advised that the signage colors would be gold thistles on a blue background. Mr. Thistlethwaite noted that the sign would contrast with the building color.

The Committee opined that the exterior alterations would freshen up the building.

Committee Member Jenkins moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 21-07 (S 21-04), a request of Taylor Thistlethwaite for a projecting sign, wall sign and exterior alterations at 116 West Washington Street.

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

No – N/A

Abstain – N/A

Absent – Chair Clites

(Councilmember Pearson is a non-voting member of the Committee)

Old Business

COA 21-04 (S 21-02): Request for architectural lighting – 201 West Washington Street – Brick & Mortar Mercantile

The Committee questioned the color of the lighting. They also questioned whether the fixtures met the dark sky requirements.

Planning & Project Associate LaClare reminded the Committee that the Town did not have a dark sky ordinance. She explained that it required light fixtures to be hooded and shielded to prevent light from escaping upward. Ms. LaClare reminded the members that the ordinance also gave them discretion to approve fixtures that did not meet these requirements.

Deputy Town Manager Moore encouraged the members to stop using the term “dark sky” as the Town purposefully did not adopt dark sky requirements for outdoor lighting. He reiterated that the outdoor lighting ordinance required the light source to be completely hooded and shielded so the light did not extend beyond the horizontal plane. Mr. Moore advised that the ordinance also contained a provision that allowed the Committee to approve fixtures that did not completely meet the requirements; and, noted that there was a very limited number of light fixtures that met these requirements, many of which were modern in character. He opined that the Committee had struggled with this issue in the past and encouraged the members to act on the appropriateness of a fixture for the Historic District. Mr. Moore reminded them that the fixture before them had a more substantial hood that would prevent the upward escape of light than the one previously submitted for their consideration.

The Committee suggested the lumens be reduced since there would be vertical exposure of the light.

In response to a comment from the Committee regarding the contemporary aesthetics of the building, Deputy Town Manager Moore advised the members that following their last meeting, the applicant elected to not move forward with painting the building completely white.

Shawn McDonald, the applicant, explained that he selected a fixture that would look like it had been in place for years. He advised that he heard the Committee's feedback regarding the painting of the building and decided to simply power wash the front, with the trim being redone to cap it. Mr. McDonald further advised that the stucco on the sides was patched and would be repainted using the existing white color.

The Committee agreed they liked the proposed light fixture, including the industrial bronze finish. They asked, however, that the bulb be dimmed as it appeared to be too bright.

Mr. McDonald expressed a preference for the previous light fixture, which looked like a gas light. He agreed the incandescent bulb in this one did not look appealing and advised that he would put dimmers on them if possible.

Vice Chair Lee noted that Chair Clites' comments on this application was that the fixture did not meet dark sky requirements in that the lumens were not covered. She opined that if the bulb could be dimmed, it would be an improvement.

Committee Member Littleton moved, seconded by Committee Member Jenkins, that the HDRC approve COA 21-04 (S 21-02), a request of Shawn McDonald for architectural lighting at 201 West Washington Street – Brick and Mortar Mercantile.

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

No – Committee Member Anderson

Abstain – N/A

Absent – Chair Clites

(Councilmember Pearson is a non-voting member of the Committee)

Discussion Items

Historic District Guideline Updates

Planning & Project Associate LaClare advised the Committee that she hoped to receive the first draft of the updates by April 15th so they could start working on them. She further advised that she drafted her quarterly report for the grant associated with this project.

April 15 Special Meeting

Committee Member Anderson noted that he may not be available to attend the special meeting. The remaining members who were present indicated they would be available to attend the April 15th meeting.

There being no further business, the meeting was adjourned at 6:02 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – April 1, 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)

Punkin Lee: Ok, before we call the meeting to order, I'd like to read the following. 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. The HDRC 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. You're doing the roll call.

Estee LaClare: Yes, thank you Vice Chair Lee.

Punkin Lee: Present.

Estee LaClare: Committee Member Jenkins.

Virginia Jenkins: Present.

Estee LaClare: Committee Member Anderson.

William Anderson: Present.

Estee LaClare: Committee Member Littleton.

Margaret Littleton: Here.

Estee LaClare: Committee Member Wright.

Linda Wright: Present.

Estee LaClare: Chair Clites. Absent. And then Council Member Pearson.

Cindy Pearson: Here.

Punkin Lee: I like to call the meeting to order, please. First order of business is the approval of minutes from the March 4th, 2021 regular meeting. Has everyone had a chance to read them and review them. Are there any questions or additions, changes? I'll have a motion to approve.

Virginia Jenkins: I make a motion to approve the minutes of the March 4th, 2021 meeting.

William Anderson: Second.

Punkin Lee: Thank you, all those in favor. I jumped the gun right there.

Estee LaClare: Vice Chair Lee.

Punkin Lee: Approve.

Estee LaClare: Committee Member Anderson.

William Anderson: Approve.

Estee LaClare: Committee Member Jenkins.

Virginia Jenkins: Approve.

Estee LaClare: Committee Member Littleton.

Margaret Littleton: Approve.

Estee LaClare: Committee Member Wright.

Linda Wright: Approve.

Estee LaClare: And Chair Clites is absent. So he will abstain. Thank you.

Punkin Lee: Thank you. OK, action item, old business. COA 21-04 S21-02. Request of Shawn McDonald for architectural lighting at 201 West Washington Street. Brick and Mortar Mercantile. [inaudible]

Estee LaClare: [off mic]

Punkin Lee: The second applicant is on, right? Should we move to the new business gentleman?

William Anderson: Do any discussion on even though he's not here? On this first? [multiple speakers]

Punkin Lee: We'll come back yeah. Thank you. Then we'll go to action item, new business COA 21-07 S 21-04 request of Taylor Thistlethwaite for a projecting sign, wall sign and exterior alterations at 116 West Washington Street. Thistlethwaite Americana.

Danny Davis: He is on and unmuted.

Punkin Lee: Good evening and thank you for joining us. If you would like to speak right up and walk us through, that would be great.

Taylor Thistlethwaite: Hi, yes, my name is Taylor Thistlethwaite and I own Thistlethwaite Americana. I deal in very high-end antiques, and this is going to be my first shop, which I'm very excited by, especially

because I have primarily been a show dealer and I've done things like The Winter Antiques Show in New York, the Washington Winter Show, the Philadelphia Show, a lot of different major shows. And this is going to be the first time I'm establishing a retail setting, obviously, with a name like Thistlethwaite fitting that into a sign. And that applies well to the Middleburg guidelines is a challenge. So we came up with two solutions where I am using my company logo, which is the gold thistle. I don't know if you all can see that in front of you and then stating Americana between two thistles with a sign above the door, the double doors at the property. I have my master's in historic preservation, and you know, I want to abide by all the town guidelines. And I think by doing these two signs, I'm still bringing quite a bit of attention to the shop while maintaining the integrity of the building and the integrity of the signage in the rest of the town. And I'm planning on repainting the front of the building because currently it's a little rundown, looking a little ragged. And we went with the a green color that it was provided by the fine colors of Europe, which is a recognized preservationist color. And we're going to just put the new paint on, hopefully make it look beautiful.

Punkin Lee: Thank you very much and welcome to town,

Cindy Pearson: And we'll make note that you have your masters in Historic Review and keep that on file. [laughter]

Taylor Thistlethwaite: I would want to check off as many boxes as I can. [laughter]

Punkin Lee: I think just for clarification, if you could walk us through the different colors for the signs and the trim, maybe we do have the sample of the dark green, the Charleston green color, please.

Taylor Thistlethwaite: Yes, the sample of the green. It's a, you know, dark forest green. I can't remember the exact name of it. I think maybe it's like Coach Green I believe it is what it is. And we're going to try to use a bit more of a glossy paint color on the front. I chose this color primarily because I really respect a lot of the decorators of London, especially of Colfax and Fowler, and this is kind of how they've done their colors. And, you know, I'm sticking with the gold thistle on a blue background for the signage. And working with the sign company Quail Run that we felt that the blue and the dark background really played out well. But, you know, it's a little contrasting to the green. But I think overall it's a very nice interpretation.

Punkin Lee: Thank you. I'll go around and ask for comments. Council Member Anderson.

William Anderson: I like the signs in general. I do like the dark background on the signs that are on this application. I think it looks good in repainting the trim, the dark color. I think that's terrific. I'm a little lost when you're talking about a sign that has blue on it, because on my application here, I don't see any sample color blue, I don't see any sign that has a blue on it,

Estee LaClare: Go all the way to the back.

William Anderson: That's blue.

Estee LaClare: Yes. It's a very dark navy.

William Anderson: I looked here, too, and.

Estee LaClare: This is the coach green.

William Anderson: I understand that, but there's no blue here.

Estee LaClare: [off mic]

William Anderson: I could not. on these computers. Anybody else see blue in that.

Cindy Pearson: Oh, yeah with this one.

William Anderson: Maybe it's my computer. No, it's probably me. I have no problem with that dark color at all if it's blue or green. I think it looks good.

Punkin Lee: Thank you. Council Member Jenkins. ,

Virginia Jenkins: I have no comments, I like it. Are we voting?

Punkin Lee: No, I'm just going around. Committee member Littleton comments.

Margaret Littleton: I think it's terrific. I love it.

Punkin Lee: Committee Member Wright.

Linda Wright: I think it's very attractive and I really think it will freshen up the front of that building a lot.

Punkin Lee: Council Member Pearson.

Cindy Pearson: No, I have no comments. It looks like it meets everything it needs to. Thank you.

Punkin Lee: I think it's I agree with everyone that it'll be a vast improvement and give it a nice little face lift and be nice to have you open. Thank you.

Taylor Thistlethwaite: Thank you so much.

Punkin Lee: Are there any other comments from anyone. Do we have a motion?

Virginia Jenkins: I'd like to make a motion to approve COA 21-07 S21-04. Request of Taylor Thistlethwaite for a projecting sign, wall sign and exterior alterations at 116 West Washington Street.

Punkin Lee: Second.

William Anderson: Second, yep.

Punkin Lee: Thank you. Call the roll.

Estee LaClare: Vice Chair Lee.

Punkin Lee: Approve.

Estee LaClare: Committee Member Anderson.

William Anderson: Approve.

Estee LaClare: Committee Member Jenkins.

Virginia Jenkins: Approve.

Estee LaClare: Committee Member Littleton.

Margaret Littleton: Approve.

Estee LaClare: Committee Member Wright.

Linda Wright: Approve.

Estee LaClare: Chair Clites is absent. Thank you.

Punkin Lee: All those in favor oh we already. Motion carried. Yeah, sorry I lost myself there. Thank you very much. When do you hope to open?

Taylor Thistlethwaite: Hopefully, the start of May.

Punkin Lee: Good. Good time. And be nice to have you. Thank you.

Taylor Thistlethwaite: Thank you all.

Punkin Lee: That's the other one

Danny Davis: I have e-mailed and texted the property owner and have not heard yet. I don't know is going to be the a tenant or the property owner?

Estee LaClare: I was under the impression that Mr. McDonald would be joining. He and I were emailing yesterday. I did not hear anything otherwise today. [off mic] I'm sorry?

Virginia Jenkins: [off mic]

Estee LaClare: I did not hear from them. I heard from Mr. McDonald.

Punkin Lee: Can we have a discussion on it so that if he gets. [off mic]

Virginia Jenkins: My only question is, what is which color did they want? I don't think it was specified [inaudible].

William Anderson: My question would be, how does this meet the dark sky requirement? [inaudible]

Punkin Lee: The dark sky, because when we last month we talked about even though dark sky is kind of out there, but that the [inaudible] needed to be more have the hood come down so the light was up and the pictures of the samples certainly don't show that.

Danny Davis: He said he's about to log in now.

Estee LaClare: Oh, OK. Very good. Just to speak to that per our ordinance, we don't actually have a dark sky requirement. We have and as I stated in the application write up, the fixture has hooding and shielding on excuse me, top of the picture above the light source to help prevent some of the light from escaping upwards, which at the initial proposal did not. It prevents the escaping of the light. Per our ordinance and what has been done in the past [inaudible] discretion in approving certain light fixtures. When you delve into the dark sky requirement [inaudible] association and you have to approve. [off mic]

William Anderson: We understand that. But we we have in the past with applications asked the applicants to have fixtures that effect in fact, met that dark sky requirement. Although it might not be on

the books. I don't see why this would be any different other than you can't win a legal battle if it's not on our requirements.

Estee LaClare: Well, as I stated, this is up to your discretion in your discussion.

Will Moore: If I may Vice Chair. The ordinance that was passed and I really encourage you to stop using the term dark sky because we do not have. Dark sky is like a trademark name, and it's something that we purposely did not adopt when we adopted our outdoor [off mic]. So that's one pleading I have. That being said, the outdoor lighting ordinance for the town as a whole does have something that requires putting and shielding complete hooding and shielding of the light source. What that means is you have a hood or a shield and that the light source is intended to be completely encased in that. So that is not beyond that horizontal plane. However, there was also a provision very intentionally put into that ordinance that gave this committee the ability to approve fixtures that did not meet that complete requirement. That light source to be completely recessed. And that was included because do you have a very limited selection out there of lights that meet that requirement. And many of those that meet that requirement are much more modern looking. So. That discretion was intentionally given to this committee. This committee has, I think, struggled with that a little bit, and I would encourage you to not struggle and to act on the appropriateness of a fixture, whether it meets the general aesthetic that you're looking for in the historic district, with the caveat that there should be a hood or shield on it. But maybe don't be so intent on that requirement that the light source is completely concealed within it. The pictures that you saw last month it was completely glass. There was no I mean, [off mic] It had nothing to prevent upward trespass of light. This fixture. And I'm not making any judgment on the aesthetic of this [inaudible] That's your job. But this one does have a much more substantial hood that would prevent most of the upward escape of the light, but there would be more horizontal escape of the light. It is correct that it doesn't meet the strict requirement in our ordinance, but that requirement is only as strict as the ability that is given to you to overrule.

Virginia Jenkins: I have a question or I'm not sure which, but didn't wasn't that stated in the last meeting that all he had they had to do was have a cover over the top? I think that was the at least what I got out of it.

Will Moore: Yes, there was some general guidance given to them to seek out pictures that were dark sky compliant. But there were also comments made just making sure there was a cover So this [off mic]. I just wanted to make it clear, if it wasn't clear to everybody that you do have the ability this committee does to approve fixtures that don't completely meet that strict requirement.

Cindy Pearson: And can I ask a question, too? Isn't the purpose of these this type that they wanted them to look like the gas lanterns? It's just that they aren't gas.

Will Moore: I would let the applicant address that. [off mic]

Cindy Pearson: All right. Thank you.

Punkin Lee: I have another question on these that have. Yeah. That the vertical exposure is covered but your lumen is exposed through the glass. Can you recommend that the lumen be less bright? Because.

Will Moore: You can make that recommendation.

Punkin Lee: I mean, recommend.

Will Moore: It's it's a very difficult policing matter.

Punkin Lee: Right. It's just hard when you drive through town at night, some of them that hit you at car level and it's in the glass is just like, you know.

Will Moore: So, I mean, you can certainly make that recommendation.

Virginia Jenkins: [off mic]

William Anderson: Just to your point that, as you said, I agree with you that there are quite a few lamps that do meet that requirement that you can see at eye level the bulb and as you said, some of them tend to be more contemporary. I'd like to everybody remember that the building now is more contemporary than a brick building down Middleburg. This is basically effectively a white with a black frame.

Will Moore: So another update. Mr. McDonald can fill you in on this as well they are, as I understand, they're choosing not to, even though you granted that approval, they're choosing not to move forward with the complete white paint [off mic]. They have rethought that. and they're still going to paint the side of the the [off mic] but they're not going to paint the.

William Anderson: What are they going to do?

Linda Wright: They're not going to paint the building?

Will Moore: I would encourage you to talk to the applicant [off mic]

Virginia Jenkins: [off mic]

William Anderson: White, white, stucco. [off mic] Painted stucco. I don't know of one that's painted actually white. I can see some that are painted, that are whitewashed. But white the way they were talking about it, I'm not aware of it. [multiple speakers].

Danny Davis: Shawn are you on and can you hear us?

Shawn McDonald: Yes, I can hear you.

Danny Davis: Ok, great. We were getting some feedback earlier, that's why I temporarily muted you. Thank you.

Punkin Lee: Thank you very much. And if you would like to walk us through your revision and the lights. We're right here. Thank you.

Shawn McDonald: Yeah. So I think from the last meeting, we proposed a similar lantern, but it did not have, and I wasn't aware. I apologize that you had to have the top covered and I understand why so that the light, you know, light pollution to the sky. But the other alternative is similar in design, more historic, but yet it kind of has a little more like I guess rustic look with the bulb and the finish, it's an aged industrial bronze. And so it looks like it tried to look like it's been there for years, as opposed to maybe a copper that will [inaudible] copper that would naturally, I guess, turn [inaudible] over time. So those were open on the top four side lights [inaudible] cover. And this is the lantern. There's two existing and there's a third on the other side of the door. So there's one on each side of the door and the side window, the front picture window. So it'll be three total. There were two kind older ones. I think they're plastic, quite frankly, lights there before we had those removed. And this is what proposed instead. And then I heard some discussion. Yeah, we are looking at the. You know, we heard the feedback of the committee and I know we have the approval for the white. We were thinking if we power wash it, which we had it power washed and. You know, I think it could look nice with the brick. And just to wear of the trim we had on the top of the roof, we had that kind of redone to cap it nicer. And so I think maybe it all help everybody a

little bit, and I know there was some consternation about the painting of the white brick, the sides stucco was all patched and [inaudible] replaced, and that will all be painted white. The white is the same color as the [inaudible] it's a white brick. It's a brick building that was painted white. It's that same paint color [inaudible].

Punkin Lee: Thank you for your comments. I'll go around and ask the committee members for their comments now. Committee Member Anderson.

William Anderson: Thank you. Well, I like this light fixture. I don't believe in my opinion; it meets the intent of our regulations where the light is not actually shielded from view. With regards to the non-painting of the building and leaving it brick. I think that is a good change and I support that.

Punkin Lee: Thank you. Committee Member Jenkins.

Virginia Jenkins: I think the light fixtures is fine and frankly, as everyone knows from the last meeting, I'm not opposed to the painted brick [off mic] a lot of the houses in Georgetown, if you look around, but. So whatever. I'm good with this proposal.

Punkin Lee: Thank you. Committee Member Littleton.

Margaret Littleton: I think it's very attractive. I like the industrial bronze, I don't love the light bulb, but it says in the description, you can dim it, I don't know whether if it's too bright, if that could happen, but I would approve it.

Punkin Lee: Committee Member Wright.

Linda Wright: Yeah, I like the fixture as well, and I would approve. I'm sort of either way, on the brick color. [multiple speakers]

Punkin Lee: Thank you. Council Member Pearson.

Cindy Pearson: On the very last page, there's three pictures [off mic] sorry. Is that, that's not the one you're talking about the single one, correct? It's on the page above it.

Shawn McDonald: Yes. It's just the lantern, the other one. The old one had it was open on the top and it had actually three smaller bulbs, which I kind of liked better than the one industrial incandescent bulb. But it's the only one in this kind of, the new one we proposed is the only one we could find. And I agree with you, the incandescent bulb doesn't look the most appealing. It kind of like, you know, a smaller one. But if I can have the electrician put dimmers, I'm fine. Look, I would love to put gas lanterns in there, [inaudible] and but if I can put dimmers in I'm going to dim them down cause I think that would look [inaudible].

Cindy Pearson: Yeah. There's light bulbs somewhere in this world that kind of look like gas, but I don't know how that would fit in here. But OK, thank you.

Punkin Lee: Thank you. I agree with Bill. It doesn't. And Tim's comment also that it doesn't meet what we would like to have for the Lumen covered. But I think the picture itself is very nice and the bronze. And if you can dim it, I think that'll definitely be an improvement. So it's not so bright as you drive by at night, but, that's all. Anyone else have anything else to add to this? Can I have a motion.

Margaret Littleton: I'll make a motion, Margaret to approve COA 21-04 S21-02 request of Shawn McDonald for architectural lighting at 201 West Washington Street Brick and Mortar Mercantile.

Punkin Lee: Is there a second?

Virginia Jenkins: Second.

Estee LaClare: Vice Chair Lee.

Punkin Lee: Approve.

Estee LaClare: Committee Member Anderson.

William Anderson: Disapprove.

Estee LaClare: Committee Member Jenkins.

Virginia Jenkins: Approve.

Estee LaClare: Committee Member Littleton.

Margaret Littleton: Approve.

Estee LaClare: Committee Member Wright.

Linda Wright: Approve.

Estee LaClare: Chair Clites is absent.

Punkin Lee: Thank you very much for coming back this evening.

Shawn McDonald: Thank you all. Have a good night.

Punkin Lee: Will, do you have discussion items or Estee? Estee does.

Estee LaClare: Briefly, I just wanted to give you an update. We were hoping to get the latest or the first draft version of the historic district guidelines update from Frazier by April 15th. I'm going to be reaching out to them next week to just kind of clarify when exactly it will be coming so that we can start working on that. Additionally, I have written up the report for the grant that I have to do quarterly reports for the grant that we won to do this update and Will is reviewing that currently. So hopefully that will everything will come together on the 15th of April. That's all I have at this point in time unless anyone has any questions regarding that, and we also have a special meeting on the [inaudible].

Punkin Lee: Which brings us to the next do we have. Is everyone OK for the 15th so far to meet so we will have a quorum? This is a special meeting.

William Anderson: I can't commit to that right now. I have an open schedule for that day that I'm waiting to hear something for.

Punkin Lee: Anyone else? [off mic]

William Anderson: I should know next week.

Punkin Lee: And I know Tim, he's got it down.

Estee LaClare: Thank you very much. And we do appreciate all of your flexibility. I know there's a lot of things on the agenda for the next few months. So we appreciate your flexibility and your dedication. [off mic] [multiple speakers]

Punkin Lee: But we should be set for the 15th. Does anyone have anything else to bring up. Estee?

Estee LaClare: Will, did you have anything to add? [off mic]

Punkin Lee: Can I have a motion to adjourn. [off mic] Thank you all meeting adjourned.