



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



**Thursday, June 17, 2021
PENDING APPROVAL**

A special meeting of the Historic District Review Committee was held on Thursday, June 17, 2021, in the Town Hall Council Chambers. Chair Clites called the meeting to order at 5:30 p.m.

PRESENT: Tim Clites, Chair
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
Rhonda S. North, MMC, Town Clerk
Estee LaClare, Project & Planning Associate

Public Hearing/Action Item

COA 21-20: Construction of New Town Hall & Demolition of Existing Town Office – 10 West Marshall Street – Town of Middleburg

Deputy Town Manager Moore noted that the Committee held multiple pre-application reviews of this item, as well as having received an introduction to the formal application; however, they really did not touch on the need to demolish the existing Town Office. He reminded them that the demolition required a public hearing and the assemblage of documentation on the building. Mr. Moore advised that this documentation had been prepared and would be transmitted to the Virginia Department of Historic Resources at a later time. He noted that the public was welcome to also comment on the new building during the public hearing.

Chair Clites reviewed the procedures for the public hearing.

In response to an inquiry from the Committee, Deputy Town Manager Moore reported that the goal was to first construct the new building, with the exception of a portion of the arcade that would be located where the Town Office was located; and, to then tear down the existing Town Office and grade the park area after the new building was occupied.

In response to an inquiry from the Committee about whether the brick from the existing Town Office would be used in the new construction, Bill Downey, of Downey & Scott, advised that as much of the materials from the existing Town Office would be recycled as possible, with the contractor getting the salvage value. He opined that it would not be possible to save each brick.

Town Clerk North noted that the brick that was engraved with the date the Town Office was constructed would be saved and incorporated into the project.

In response to an inquiry from the Committee, Deputy Town Manager Moore advised that while LEED elements and practices would be incorporated into the project, the Town was not exploring LEED certification due to the cost.

Town Manager Davis noted that many items that formerly qualified a project for baseline certification were now built into projects as a baseline, which resulted in the need to introduce additional complexities, making the cost to seek LEED certification high.

Mr. Downey advised that it would increase the cost of the project by \$120,000 to seek Silver LEED Certification.

In response to an inquiry from the Committee, Town Clerk North confirmed there would be a ceremony when the building was demolished.

No one spoke and the public hearing was closed.

Chair Clites suggested the Committee identify any details that required further information. He further suggested the Committee approve the application conditioned upon the details being presented in the future when they were ready so the project could proceed on schedule. Mr. Clites noted that the application now included aluminum clad wood windows. He further noted that the Committee would hold a discussion later in the meeting about their inclusion in the Historic District guideline revisions as an allowable material for new structures.

The Committee held some discussion of the changes to the design since their last review.

Andrew Moore, of Glave & Holmes, confirmed the design had changed some based on the Committee's comments during the last meeting. He advised that as to the recommendation to increase the size of the decorative light fixtures, these were custom fixtures; therefore, the size could be increased. Mr. Moore reported that a shadow line was added to the drawings to reflect that the windows would be recessed two inches into the masonry. He advised that wood doors were now proposed for the main public entry doors. Mr. Moore noted that the weathervane on the cupola was changed to a finial rod, leaving only a weathervane at the Marshall Street entrance. He advised that the color of the cupola base was changed to match the color of the roof. Mr. Moore noted that a blind window was added to the west elevation. He reported that the stone would be a local stone; and, advised that he would rely on the HDRC to help identify local sources.

Mr. Moore advised that the Town would like to keep the casement windows. He opined that they would be appropriate for aesthetic purposes and would be more energy efficient. Mr. Moore noted that the Town would also like to open the windows and advised that the casement windows would allow the screens to be on the inside, making them less visible and allowing them to last longer. He displayed a sample window (Marvin) to give the Committee an idea as to the quality of the window that would be sought.

In response to an inquiry from the Committee, Mr. Moore confirmed the exterior doors would be seven feet in height.

The Committee agreed they liked the revisions as submitted. They suggested the color of the gutter and downspouts be changed to match the roof color, which was a weathered metal bronze. In response to an inquiry, Mr. Moore confirmed the fasteners would be concealed. He noted that there would be cast-iron boots at the bottom of the downspouts.

The Committee noted that they had a short list of items on which they would like to see the details, including: an indication of the human scale of the project; the location of the downspouts; the scruffer in the valley underneath the gutter; the columns, including what was above the columns, the details of the base and cap and how they relate; the stone water table details; the depth and reveal of the windows and doors; and, the cupola and weathervane brackets.

Mr. Moore noted that these details would be included in the 50% construction plans and suggested they be shared with the HDRC when the plans were submitted to the Town. The Committee agreed with this suggestion and noted that they could comment on them if they saw something.

In response to an inquiry from the Committee, Mr. Moore confirmed the cupola contained louvers and would not be lit due to the dark sky requirements.

The Committee noted that the window muntins came in 5/8- or 7/8-inch size and suggested the narrower one be used.

In response to inquiries from the Committee, Mr. Moore advised that the windows would be Reflective White to match the building's trim color. He advised that the window base had not yet been detailed. Mr. Moore noted that that information would be in the 50% construction plans.

The Committee held some discussion of the arcade ceiling. They suggested it contain some details, such as beams, to break up the length. The Committee further suggested it be painted a sky-blue color.

The Committee held some discussion regarding the sidewalk and paving along the arcade. Deputy Town Manager Moore reminded the Committee that the sidewalks did not fall within their purview. He advised that while the staff was happy to hear their comments, this was something the Streetscape Committee would consider when they looked at the landscape plans.

Committee Member Anderson moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 21-20, to include the demolition of the existing Town Office and the construction of a new Town Hall in accordance with the application materials dated June 17, 2021. Committee Member Anderson further moved, seconded by Committee Member Wright, that such approval is subject to the following condition: the review and approval of the details of the 50% construction document submission.

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

No – N/A

Abstain – N/A

Absent – N/A

(Chair Clites only votes in the case of a tie.) (by roll call vote)

Discussion Items

Historic District Guidelines Update

Planning & Project Associate LaClare reported that the Committee would receive the second draft of the guidelines update during their July 8th meeting. She noted the need to discuss sandwich board signs, including what materials the Committee found to be appropriate. Ms. LaClare presented photographs of sandwich board signs that were wood, chalkboards, metal, and whiteboards.

The Committee noted that this was an item that had arisen in the past. They questioned whether they had the ability to regulate them since they would be in VDOT's right-of-way.

Deputy Town Manager Moore advised the Committee that VDOT maintained the rights-of-way; however, it did not own them. He noted that there was an internal discussion underway as to whether there should be a permitting process for sandwich board signs and noted that this was a Council decision. Mr. Moore suggested the Committee identify what they should look like in terms of size and materials; and, opined that they would not go away.

The Committee noted that the Town's sidewalks were narrow and advised that sandwich board signs could create issues for those in a wheelchair. They questioned whether there was a way the Town could identify where they would be allowed.

Deputy Town Manager Moore confirmed it could if there was a permit process. He advised that he or the Planning & Project Associate would enforce such regulations if they were put in place.

The Committee opined that there were too many sandwich board signs on the sidewalks and that their location impeded pedestrian safety. They noted that there were a number of non-retail sandwich board signs and that some had balloons attached to them. The Committee questioned whether they should identify what was appropriate if there was no approval process.

Deputy Town Manager Moore confirmed they should. He noted that the previous sign ordinance allowed portable chalkboards, which morphed into non-chalkboard signs. Mr. Moore opined that the business community was okay with them. He suggested there may not be a mechanism to address the existing signs.

The Committee suggested the signs should comply with the sign ordinance; should not be plastic; should not contain vinyl lettering; should be a chalkboard sign if the message were to change; and that dry erase boards should be prohibited, with only authentic chalkboards being allowed. They noted that size was also important.

In response to an inquiry from the Committee, Ms. Lee confirmed this was not something that had been discussed by the MBPA. She agreed that size was important and that the signs should have to comply with the sign ordinance.

The Committee suggested sandwich board signs only be allowed for retail and restaurant use and that there be no more than one per business. They further suggested the sign ordinance be used to help identify the size. The Committee suggested that sandwich boards signs should be treated the same as any other sign, as they were signs – they were simply on the ground. They noted the need for sandwich board signs to be maintained and suggested they should be removed during non-business hours. It was suggested that they also require HDRC approval.

Deputy Town Manager Moore reiterated that it was up to the Council to determine the process for allowing them. He suggested the staff reach out to the MBPA to get their input. Mr. Moore agreed there was a benefit to having a permit process; however, he noted the need to be sensitive to the business community. He advised that he was unsure as to what would happen to the existing signs and noted that no one could claim they were grandfathered since there was not currently a permit process.

The Committee reiterated their suggestion that sandwich board signs should be limited to being out during business hours only and should only be allowed for retail use.

Deputy Town Manager Moore advised the Committee that the Town could not treat signs differently based on content.

July 1st Regular Meeting

The members confirmed they would be present for this meeting.

There being no further business, the meeting was adjourned at 6:44 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – June 17, 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)

Rhonda North: It's 5:30, so any time you're ready,

Tim Clites: We'll bring this meeting to order. This is a special meeting for the Middleburg Historic District Review Committee for Thursday, June the 17th. We'll start with the Roll Call.

Rhonda North: Chairman Clites.

Tim Clites: Present.

Rhonda North: Vice Chair Lee.

Punkin Lee: Present.

Rhonda North: Committee Member Anderson.

Bill Anderson: Present.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Present.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Present.

Rhonda North: Committee Member Wright.

Linda Wright: Present.

Rhonda North: Council Member Pearson.

Cindy Pearson: Present. [off mic]

Tim Clites: And thank you everyone for being here in person. This is new for us this year. We are going to start with a public hearing. It's not something that this committee has done in a while. So if there are any questions, I'm going to encourage any of the members of the committee to interrupt me and ask the question. The public hearing is COA 21-20, the request of the town of Middleburg to construct a new town hall and demolish the existing town hall office building at 10 West Marshall Street. And I will start with an invitation from the staff to give us a brief synopsis of the project and the application.

Will Moore: Thank you, Mr. Chairman. Of course, all the members are familiar with this, as you've had several prepublication reviews with us, as well as it being formally introduced to you at your meeting earlier this month. One aspect that we have not really touched on, but it's been kind of a foregone conclusion in the design is that the project would also involve the demolition of the existing building that we're in here. The ordinance does require with the proposed demolition of a structure in the historic district a public hearing will be advertised. It was properly advertised and held. So that is why we are having the hearing. I noted in my report that there's some documentation that we always assemble if a

building would be proposed or approved for demolition, any floor plans, any building documents that we have as well as taking a number of exterior photos so that we have those so that we can provide those to department of historic resources later on when it's this resource that were in here is removed from their survey. So we have compiled that just as a matter of background. And of course, we would if there are any members of the public who will be participating in the hearing, we welcome comments as well on the proposed [inaudible].

Tim Clites: Thank you. Is that the that's the introduction [inaudible] the only uniqueness of this is because of the raising of the building where unlike our normal meetings are required to have a public hearing. So we're going to open the public hearing next and let me ask Rhonda, is it possible for someone to be part of this hearing remotely?

Rhonda North: It is. We have the Zoom link on our website. If that someone wanted to participate remotely. As of this moment, we have no one on Zoom nor on the telephone. All right. So I have to assume we have no public participation in that manner.

Tim Clites: In that manner. All right. Thank you. I thought we should check that to start. And then if there were a crowd like there are some public hearings, we would go through and remind speakers of the process and limitations on time. But seeing as I recognize most everyone in the room, let's just start by asking if there's anyone from the public that has any comments. All right, then I would ask the committee if they have any specific questions for the staff or the applicant, which are one and the same at this point.

Will Moore: Right, and just as a matter of record our architect will be here to walk you through the new application package. So we just wanted to get through the hearing.

Tim Clites: Thank you. All right, we have no public comments, we have no one online, and we will get the chance after we close the public hearing to discuss any comments on the design and any request that we as a committee may have for further details. I think you'll see in the draft that was sent to us, there is the opportunity to have conditions. So we don't need to discuss that now. But anything related to the demolition of the building, we should discuss now at the public hearing. Yes, Virginia.

Virginia Jenkins: I have one question and I'm sure it's been mentioned before, but I don't remember what is the timeline of the demolition vis a vis the new construction.

Will Moore: So the goal right now is to actually construct the new building with the existing building in place. Except for a portion of the entry arcade that extends forward of the building toward Marshall Street because that would get into potentially our actual building footprint here. So it would be phased such that the building, the parking lot, everything is constructed. This building was subsequently torn down, hopefully after we occupied the new building and then the front pocket park would be created and finished afterward.

Tim Clites: Thank you. Thank you for that question. So if there's no further comments or. I'm sorry, Cindy,

Cindy Pearson: The brick from the building, is there any plan to reuse it at all anywhere?

Will Moore: We are not utilizing any brick in the building construction there. It could be a conversation [inaudible] because we're looking at potentially incorporating some brick into our sidewalks. Yes. Please.

Bill Downey: My name is Bill Downey, I'm the Principal at Downey & Scott. We're the construction [off mic] on this. The industry is geared towards recycling content. So I would imagine that we're going to allow the contractor to have, you know, any salvage value after the town moves out of this building. But there will be recycled content that will go back to the marketplace as a result of the demolition of this.

And that would be all wood products and masonry, more than likely will be crushed and utilized for some purpose. But I don't believe they're going to individually save each brick if you get the gist.

Cindy Pearson: I was just wondering if they'd take a few and just use it as part of something, just that memorabilia kind of thing that that was part of the old town office.

Bill Downey: 'We certainly could grab a few.

Will Moore: There have been projects where you snatch a handful and put a little [inaudible].

Cindy Pearson: Because there's a brick out front [multiple speakers]

Rhonda North: So that I was going to say we've got one brick that's engraved in 1964 when the building was built, and it was always my intention that we will save that brick and.

Cindy Pearson: Maybe put it in a little gathering around it somewhere in the sidewalk. I don't care where. Yeah.

Tim Clites: Yeah. Thank you. [inaudible] Bill. Yes, you have a comment?

Bill Anderson: Is this the LEED project, the town hall.

Will Moore: It is not.

Bill Anderson: Why not?

Will Moore: Very complicated question, the answer probably best is that we are and the designers are using many practices that could have qualified for certification at a certain level, and we are we're documenting those aspects, quite frankly, there was a conscious decision by the council not to pursue a specific certification and go through.

Bill Anderson: But why?

Will Moore: Well, there's documentation. There's expense. [multiple speakers]

Will Moore: So it was a conscious decision by the council to still incorporate as many of those practices and elements that would be certifiable, but to not actually pursue a certification.

Danny Davis: Can I add one quick thing?

Tim Clites: Danny, yes.

Danny Davis: To that point, a number of the LEED items that used to qualify you to even a baseline are now just assumed to be built in as a baseline. And so the legal requirements as they continue to change, and morph introduce additional complexities into either the building or the cost of the building. So I think a lot of what we're doing now, if we had built it 12 years ago, would be very easily certified, whereas now it may not meet that criteria because the criteria have changed to such a degree. So that kind of builds off of Will's point of view.

Bill Downey: The if the town chose to go through the accreditation process, which is probably about a hundred and twenty thousand dollars of additional cost, you would you would see this new facility achieve a minimum of the LEED Silver. The design standards for the envelope, for the energy use, including using photovoltaic site lights, as well as photovoltaic infrastructure to support future PV arrays

in the low slope roof area. It would, minimum be a LEED Silver, possibly [inaudible], but the administrative expenses is what I think Will was articulating and Danny that the town consciously opted to avoid.

Tim Clites: Thank you. Cindy.

Cindy Pearson: With the building demolition, this is just more so. Staff understand on the day of demolition, can we all be here just to take a whack first before they just knock the whole building.

Rhonda North: Yes, we will have.

Cindy Pearson: There's quite a few people that would like to do that.

Rhonda North: Yes, we will have. We will have a ceremony.

Bill Downey: It will require protective.

Cindy Pearson: No problem. No problem.

Tim Clites: Just to clarify, this is a public meeting, but that was not an official public invitation.

Cindy Pearson: That was just a desire from someone in particular.

Tim Clites: Thank you. I do have a question of process Rhonda do we need to have a motion to close the public meeting or do I simply close it.

Rhonda North: No sir, you simply close it.

Tim Clites: All right. Well, thank you for that clarification. If there are any additional comments about the demolition, particularly the demolition of this structure, which is the focus of the public meeting. Seeing none, I'll close the public meeting. Thank you. Thanks for all your input everyone, I guess, would give our architect a minute or two to come in and get settled. Good evening. How are you?

Andrew Moore: I'm doing well, thank you. Sorry for the delay.

Tim Clites: That's all right. You're right on time. We just completed our public meeting on the demolition of the structure and the introduction of the new plans, which we've been looking at with you. So we'll just give you a minute to get seated. [off mic] Microphone back on, so while we're pausing for a minute, we are I guess the next order of business is to discuss the new building design, which we've all discussed a time or two, and offer any additional input or questions. And then if we are comfortable with what we're seeing, people could, if they haven't, just maybe flip through and see if there are any items that you may want to include as a condition. So, for instance, there may be a detail that instead of waiting for that detail to be completed in the construction document phase, we approved the design and ask for that detail when it's ready. And that would allow the process to continue to move forward on the schedule that the town has while clarifying for the architect, maybe most importantly in the applicant, anything that we'd like to see further details on. And I guess my thought is that we will get to that list after we've gone around the room and ask any further outstanding questions about the intent of the design or any of the clarifications that we're looking at now. One of the things that I'll mention while Andrew is getting things up here is we did talk about the clad windows in the last meeting. And so maybe until he gets a screen up, let's just pause for a minute and I'll ask if anybody had any input or questions around that, that because it's a two-part question, it's not just specific now at this point to this application, because they did hear our discussion, but it's also for our guidelines for new buildings in the historic district. So are there

are any further comments or questions around that element? Am I allowed to digress Rhonda like this in a meeting?

Bill Anderson: I have a question, I understood from the last meeting that windows, particularly where we have them in multiple let me get an elevation here in front of me. No, I'm good, thank you, I say on the North elevation that these windows were wood windows, and where do we have the aluminum casement or aluminum clad windows? Because I noticed that we have on sheet number eight, I think aluminum clad as well as wood. So where are the aluminum clad versus wood? And second, just to note that it's nice to see the wood doors shown. The follow up to our last meeting, exterior doors anyway,

Tim Clites: So I won't answer that question. We'll wait for the architects. I believe the intent was that all of the windows, if we are as a committee in our guidelines, are going to accept aluminum clad for new structures, not additions, but new structures. And that's something we should clarify as we redo the guidelines. But if we are going to approve them for new structures that all of the windows in this structure would then go to clad with a wood interior. But I'll wait and I'll let the architects and.

Bill Anderson: But they were wood before.

Tim Clites: They were wood because we didn't. [multiple speakers] You ready?

Andrew Moore: I'm ready.

Tim Clites: All right, we'll give you a minute to run us through any updates or comments you want to give us.

Andrew Moore: Sure. Yeah. So the package you have in front of you should be the. A variation of the previous packet with certain changes that were directly result of our presentation last time, and I thought what I would do is revisit the comments that we received and talk about the responses that we made to those comments without instead of going through the entire packet again. I could certainly circle back and answer questions if I need to. So these are not necessarily in an order of importance or in the order they were given during the meeting but let me run through them. So we had a comment about the size of the decorative light fixtures that you can see the sconces and the hanging pendants. And first of all, I did verify that the sconces and pendants that are shown are to scale according to the cut sheets. However, they are custom fixtures. So we can actually specify those fixtures to be larger in the ultimate design. So my response to that is that, you know, currently they're shown as is, but we would entertain, you know, directive from the from the committee to to make them larger. And we can we can certainly do that. The second comment was around the the window casing detail. And we explained that the detail that we have in mind is actually a masonry opening or like a masonry opening that would be stuccoed. And so that windows are actually recessed in that in that opening. And then the casing is actually a brick wall detail as opposed to a wide casing like you would have wood frame construction. So to clarify that, we modified the elevation to show the shadow lines that you would have. And if you want to compare this to the previous elevation, you can see that we have made that change. You can see in the elevation here too.

Bill Anderson: How far?

Andrew Moore: About probably two inches or so back before you get to the brick wall. Another comment we received was about the wood doors, and so we have changed the designation of the main entrance doors, that pair you see on this elevation and the pair you see on the east elevation would both be wood doors. We received a comment about the redundancy of the weathervanes, and so we have changed that to having the single weathervane over the entrance that is facing Marshall Street, the pavilion, if you will that faces the town town park or town green. And then we have a change to the feature on the top of the main cupola to just being a finial, a lightning rod. There was a suggestion to change the copula base from being the white or light color to being a color that matches the roof, which we've done. There was

also a comment about consider adding a second faux window to this elevation, the West elevation, you can see here in the location here where we have an actual window. This window is actually into a room. And then we added a second faux window just to add some complexity to that elevation. There was a comment about the stone or considerable discussion about the stone, and we decided that in concert with the town that we could make that actual local stone. So we're going to be relying on some of you to help us find that. But I think we can make that work so that, you know, it's literally stone from the immediate area and utilize it in the building, I think was a great idea. And we'll make that happen. And I understand there were some additional comments about window type after we had actually left the meeting. The question about the casement versus double hung. I did want to address that because we did circle back with the town about that question and try and get some perspective. So we wanted to offer that. We would like to keep the current design, which is casement windows. And there's there's a handful of reasons for that. One is that we feel like it's an appropriate choice for the aesthetics. But more than that, there's a pretty compelling reason from an energy efficiency standpoint. Casement Windows, when they are closed, are drawn tight against their frame, unlike double hungs which are dependent upon a sliding seal. So when Casement closes, it's really tight. And so that's an energy efficiency advantage. The second compelling advantage is that the town would like to be able to open the windows and they would like to have window screens. And because these are windows that would open outwards, the screen would be on the interior side, which means that we will be first of all, you know, not visible from the outside screens in the outside, you know, are not necessarily sightly. But they also will last a lot longer, you know, the screens being on the inside of the windows. So we felt like that was a pretty important consideration as well. And furthermore, I brought a sample of a similar window that's the type we are intending to propose. This is a Marvin window, and it is a aluminum clad wood window, of course, that the [inaudible] would be what we have in our elevations as opposed to this sample. But you're welcome to come and experiment with this window and get a sense of the level [inaudible] would be fitted with the screen [off mic]

Cindy Pearson: [off mic]

Andrew Moore: So I think that covers really what we intended to talk about in terms of changes. Love to entertain questions. Yes sir.

Bill Anderson: Having looked at elevations so many years, I am always surprised that how you read scale on it. It would have been real helpful and we missed, or I missed mentioning this the last time. If a human figure could have been put on these elevations, I think everyone would have a better sense of what the scale of the different elements of the elevations are. To that end what on the east elevation what is the height of the doors? Please.

Andrew Moore: I think there's [inaudible]

Bill Anderson: All right.

Andrew Moore: Can verify that though.

Tim Clites: Thank you, Bill. Margaret. Thank you, Punkin.

Punkin Lee: No comment, other thank you for the stone.

Tim Clites: I think he meant to say thank you for the stone. [multiple speakers]

Punkin Lee: I saw the other day. I was like stone man.

Tim Clites: Thank you. Linda.

Linda Wright: I like all the revisions and your attention to what our comments were last. And I'm glad for the stone as well.

Tim Clites: [inaudible] Thank you, Cindy.

Cindy Pearson: Yeah, I have no comment right now. [inaudible]

Tim Clites: Three little questions, one, I think we talked about smooth trim, it's not specific, but I think we already went over that. So that's not really a question. The one question I had when I was looking at the inspiration images, I noticed that all of the gutters and downspouts were a darker complementary color. And my I looked at the cut sheet and I was like; I can't remember if we did, we talk about that and were we going to make it the trim color and and what do we think about that trim color versus a darker color so that the downspouts become a bit of an accent on the elevation? And is that worth discussing at this point? Do you feel strongly one way or the other?

Andrew Moore: It's a good question.

Tim Clites: And let me interrupt and say that often we're task around here with can we find a way to make the gutters and downspouts look like copper. But I don't want to spend the money on it. Right. And and what I take from that from most of the work that we do is that there's something about that accent color that just it's like a little piece of jewelry, even though it's not quite that fancy, they're just kind of helps define and give another layer of rhythm. So it was a question that that came up as I kind of did a final scrub of pictures versus elevations.

Andrew Moore: I'm not sure I feel strongly about it one way or the other, the the direction I intended to go, if we're not using a copper gutter, is to either use a trim color, you know, so it seems so it's blending in with the trim or to use the roof color, you know. So in this case, we could match the the charcoal color of the roof. You know, that tends to be more in the family of a weathered metal bronze or copper.

Tim Clites: I would agree with that. I mean, that's really my question. I didn't clarified. I'm not thinking copper gutters and downspouts, obviously, but more should it match the roof color. And like the elevations don't don't show them one way or the other and see where the trim color, they would virtually disappear except for the downspouts. That was the only add to the elevation. So I don't know if anybody on the committee you don't have to to jump right in but has any thoughts about that. And my other question may be while the committee's thinking about that is thank you for bringing the window. We did have a discussion; I think you listened to did you happen to listen to all of that last.

Andrew Moore: No the windows. Yeah. No, I just got the report from Rhonda. I was driving back to Richmond during that.

Tim Clites: So we had a good discussion on that. But you know, out of that comes kind of the classic, at least for me, the classic questions of OK, so it is a clad window from here. We can all see some of those details we talked about the last time. But then the question that I would, you know, get asked if I was in your shoes is well, how thick are the muntins? You have any preference for that? And so it's kind of that level of I don't know that we need to go over that tonight. Right. And my suspicion is that you would pick what those of us that deal with that all the time probably would be picking [inaudible] It's the kind of thing that I think we should that's at that level of detail that I think we should be feeling comfortable to sign off on some of these things. With those two comments, I do have a short list of things that I think we have to look at in a greater level of detail, but that's my only comment on the design and I'll just pause for a moment and see if the committee has any feedback or comments on that.

Margaret Littleton: I agree with the downspouts being the same color as the roof.

Tim Clites: As the roof.

Margaret Littleton: I like the dark; I think it's really a good idea. Very pretty. And you said it's no problem.

Andrew Moore: No, not a problem.

Tim Clites: And there would be some kind of a concealed fastener, so it would just be the downspout, you wouldn't get into any decorative connectors. It's a question you don't have to answer that either. But, put you right on the spot.

Andrew Moore: [multiple speakers] We are in construction document phase. So we need to we need to make those decisions. Yeah, I think we would look for an intentionality about how that bracket works. We are taking the trouble to to specify a cast iron boot at the bottom so that there's little that will capture it. I think we would look for something that would be, you know, a cast metal bracket that actually comes off the wall and captures it, as opposed to just a strap that's riveted or something like that.

Tim Clites: Yes, Bill.

Bill Anderson: What is the process here and what are we looking for at the end of this meeting?

Tim Clites: Well, I think the applicant that's a great question. I think the applicant is looking for an approval if we're comfortable to give one. And so my expectation was that if we were comfortable, it would come with conditions and the conditions would be ideally a clear list of things that we would like to see.

Bill Anderson: Ok. To that end and the I think it would be very helpful if on the elevations not only the human scale, but where the downspouts are. And in particular, when you get a balance instead of just a downspout, maybe a you know, what kind of scuffer going to sit down in the valley underneath at the gutter. Otherwise we're just going to kind of have potential problems, but that small detail, but showing the gutters would be, I think, excuse me, the downspouts, what would be a detail on the elevation, that would. Yeah, OK.

Tim Clites: So I have a few other, but I don't, I want to give everybody else a chance because I don't want to be the one doing all the talking. Go ahead. Margaret's ready for dinner. I think these are pretty straightforward. And if they're not, please let me know, because my sense is, if you're in CD phase, you probably have most of this detailed somewhere already. So to reference your images in the images of the columns under your Middleburg town hall. So the presentation that includes your drawings, I think I'm on page seven. Obviously, you know the columns with what's supposed to be the beam above it or the [inaudible] or whatever, that just doesn't kind of.

Andrew Moore: Are you talking this image?

Tim Clites: Yeah. So all of those images to my eye are close. Maybe the porch columns are the closest to having the face of what's above the column along with the necking of the column. It's one of those classic traditional details. I expect you guys have it right, but it's a few handful of those that I think would be great if if as a condition of approving, you could share that with us just for us to go down through. I don't anticipate this committee is going to be noodling how you do all of that in the flashing details, but just feel comfortable that those details are traditional and appropriate. So my list for that was the stone water table detail. If you had window and door, you mentioned the reveal and the brick mold and there was a question about the depth of the reveal. So at some point you have those details for your working drawings, it'd be nice to see that sheet, the column base and capital detail and how it relates to the material around it.

Bill Anderson: Both the pairs as well as the.

Tim Clites: I think so yes, yeah. Because the pairs are very different, and the main ones have panels and some and I know you've got cut sheets for some of the products that you picked so that answers some of that. And then whatever details you might typically put together for the soffit and overhangs and the cupolas brackets weathervanes, just like you're going to have a sheet of that anyway. I would as a committee member like to see that and just have the opportunity to give you any comments. If we did, I wouldn't hold the application up on it.

Andrew Moore: Can I suggest that we actually have a 50 percent construction document submittal that is part of our deliverables to the town. I would recommend that we make a point of making sure that all those things are detailed enough for your review for that submittal. And then when we submit that to the town, the town provides that to you for comment.

Tim Clites: That is. Let me ask, Will, do you see any issues with that process wise? I don't.

Bill Anderson: Yeah, OK, so we get that before the next meeting.

Tim Clites: Well, we get that when they provided to the town, and we get the opportunity to comment on it.

Bill Anderson: At a meeting.

Tim Clites: At a meeting. Yes. We would have to do it at a meeting. We couldn't you couldn't collect emails from us. It would have to be at the meeting.

Bill Anderson: If the items that we received that said would still have a lot of information, as you said, that we haven't seen. If we see something on that [inaudible], even though it's not on the list that you're talking about, we still can comment on it and.

Tim Clites: Well, I think we should add and give Andrew anything that if there's any other, let's give him as complete a list as we can, because I think that's helpful to him. But obviously, if there's something on the drawings related to the exterior that we're uncomfortable with when we see it, I think the town would want us to comment and then they can decide whether it's appropriate and where you're at in the process to adjust it or to give us feedback. So. I guess I'm trying to say yes, yes, yes, right. But if there's things in the elevations that you look at and you think, boy, it's really, really great to see that anybody in the committee, we should we should show that now so that they can be as prepared as.

Bill Anderson: The 50 percent CAD drawings are going to be submitted digitally.

Andrew Moore: Yes. [off mic]

Tim Clites: So we have plenty of time to review it.

Bill Anderson: PDFs so people can [off mic].

Tim Clites: So things like the human scale, the downspouts, all those things, you can you can blend into that which. Yeah, perfect. All right. Yeah. So Margaret,

Margaret Littleton: [off mic]

Andrew Moore: It's ok. [multiple speakers] Yeah, it's light linework. Sorry about that. [off mic]

Tim Clites: It's lit when the sun's up,

Andrew Moore: [off mic]

Tim Clites: [off mic] So, for instance, on the windows that just go out on a limb, and I don't Marvin, they do five eighths and seven eighths, I think, and a couple of other dimensions. You're probably in one of those, too, I would guess. Yeah. To keep it a nice, slender profile. The window is a fairly big scale, but I still think [inaudible]. And then when we're looking at this window, the other piece that we would think is part of the window that's not here is that two-inch brick mold [inaudible], And so we looked at some of that. We were looking at a bigger piece as a committee when we looked at it a week or so ago. It's narrower more traditional piece for stucco wall.

Bill Anderson: What color would the windows be?

Andrew Moore: They are currently shown as being the trim color, reflective white oak.

Bill Anderson: And the base of the window, I'm not sure what that is.

Andrew Moore: That is, the cell. Yeah. Yeah, I haven't we haven't detailed that yet.

Bill Anderson: Ok, well there's another.

Tim Clites: It's on the right. And so, again, for our purposes, at 50 percent, we don't need all the technical right the profile, the materials is going to be enough for us to be able to kind of give you any input.

Andrew Moore: Maybe I'm thinking that it's the reason why I suggested that is because it's a deliverable moment where we have a snapshot of the project. But maybe for the sake of the HDRC, we can pull out the per sheets or details and make them available.

Tim Clites: Yeah, I don't think you need to spend any time cleaning it up for us more than just saying here are the sheets to look at right and we're happy to work through that. Whatever allows that. I like the idea of fitting it in. What's the sense of when that is? Is it going to be in the next couple of weeks or next month or two or? I'm just the only reason I ask is relative to our meetings right, we have a couple of more meetings every two weeks and then we right and then we go back to a regular monthly schedule. So anyway, once we know that if we had to post another meeting to not wait a month, I think we're kind of in that routine so staff can just let us know. All right, any other comments, any other.

Bill Anderson: Yes, just thinking and looking at again, trying to think about it in three dimensions on the East elevation, I think the the arcade is a really special place to walk down. And right now, the you'll have as you come in, you have the colonnade of columns on the right and windows on the left. One is the ceiling. Is it just one flat piece with just a square recessed lighting every bay, or does it have any any detail in it whatsoever?

Tim Clites: I'm glad you asked that question. I wrote it down. Forgot to ask it.

Bill Anderson: In other words, it's a very important like the just like the entrance, the park, the open spaces when you come in here is that three-dimensional feeling.

Tim Clites: You've got the rhythm of columns, but you probably.

Bill Anderson: It's going to be hard not to overdo it. Yeah. And I don't want to overdo it. But you're just going to see recess. Not that it's bad recessed lighting, but some consideration maybe of some.

Andrew Moore: You know, some [inaudible] or beams or something like.

Bill Anderson: That or a change in the I'm sure it'll be some type of exterior, even drywall, actually, or grade board or whatever. Maybe a different at the columns just a recessed board, you know, something that gave a little more definition. Nothing outrageous, [off mic] but yes. [multiple speakers] That's actually. And a matter of fact, if you had a excuse me, a slight where the columns come across or [off mic].

Tim Clites: Bead board's great. But I think the reason you got that response while on a commercial building, it's a little more it's a scale remember, we stand what is the ceiling of this, probably 12, 14 feet, something like that. Right? It's a fairly high ceiling. If I'm gauging if your windows are at eight feet to the head right. [off mic] So I agree with you. Thank you, Bill. I forgot to bring that up. There'd be an interesting detail just to see how that.

Bill Anderson: And the color would be great, especially if it was if you did have something coming across [inaudible] but then that would be a very special.

Tim Clites: So just cut a tail off your shirt and put it in the sample [laughter]. Any other comments. Thank you, Bill. That was [inaudible]

Bill Anderson: What's the paving along that arcade.

Andrew Moore: Yeah. So that's rewinding to our site plan. I believe it is a paver in there in the walkways.

Bill Anderson: No pattern of any. Has that been specified?

Andrew Moore: Yes, it has. But I don't know if I have that handy.

Bill Anderson: There may be something there, too, that can be done that where the columns hit the paving that it's just different material and it just runs along the walkways, different when it hits the building. That maybe it comes out of the building a little bit. [off mic], just to give it that every. Yes, a little charm.

Linda Wright: A traditional herringbone or something

Bill Anderson: Oh, be wonderful in the middle.

Linda Wright: That would be nice, but something for. Yeah. You need some pattern and some change and something a little different. [off mic]

Bill Anderson: But the idea of putting at the base of the water table and maybe at the column along the columns, if it's slightly different there, then you can have an insert that runs the whole way and would probably.

Linda Wright: Even a board around the whole thing.

Bill Anderson: Could be all the same material.

Linda Wright: Picture frame it and then you could still do the herringbone in the middle of the border. [multiple speakers]

Bill Anderson: It could be all the same material.

Tim Clites: Yeah. Well yeah I'll go out on a limb. I guess the question might be, is the pattern more important than establishing some rhythm, which is what I think you're kind of seems to be touching on when I listen to you like the columns start this rhythm. Is it somehow integrated with the? So it's a nice experience. [inaudible]

Bill Anderson: It's like pulling the thread off a sweater. I mean, once you start with the columns and you go to the ceiling, all of a sudden, this dives into a wall that's stucco and has nothing there. So what do you do there? You know what I mean, then you get down. It's hard. It's you do just enough, but not you pull the string, and you detail the hell out of it. And the price has just gone up through the roof.

Tim Clites: Well, so let's pose the question. You've been great at coming back, I think, with excellent solutions. So I think that's a that's an interesting combination of two planes to look at related to that space. [off mic] I thought I was out of here tonight. Yes sir.

Bill Anderson: [inaudible] change in the material, maybe even, like I said, the same materials that you are considering, it's just

Will Moore: We are on the border of crossing to areas that are outside of the purview here and when it comes to the paving.

Tim Clites: We're good at that.

Will Moore: Happy to hear all of these comments. Happy to consider all these details. We love hearing the input of streetscape will have a crack at this. They have a certain rule they play, which will be landscaping, and we're going to be looking for them for comments on on kind of walkways as well. So just so you know there are other functional groups that are going to have some input in there. But I am happy to hear all this. I just I don't want to give you the impression that that would be an item that would come back for necessarily an approval from you in terms of [inaudible].

Tim Clites: Fine. I think that but I think the input around just the ceiling and then how that might, the explanation of the ceiling along with the pavers, would help us feel comfortable with whatever the solution is for both, right. That's my take on it. But show us both. Perhaps how simple or detailed the ceiling is if it is reflected in the paving. That just makes a more compelling, easy kind of visual to say, yes, that's nice. So we'll leave that in your hands. Like I say, I think you've done an excellent job. Most importantly, the ceiling. And then whatever else comes with that, we're fine to look at.

Bill Anderson: One final thing. I always thought that that it was our purview, if it's under a roof, that that for instance, that colonnade whatever is paving or whatever comes under our review. I know it might be on the site plan too, but it's underneath the roof of the building. And secondly, this this colonnade is the front door of it's not the wood doors at the middle of the building. It's the when you walk through the colonnade. So this is the front door experience.

Tim Clites: Yeah, and I think it's also something that we as we've looked at as a committee and consider the kind of urban connection and how that works with the little garden and the colonnade. I think having if we if the applicant was to spend a little there, it would not be lost on many, many people that would experience that. So it's like the wood doors. I think it's a good place to be considered as far as we can be. Any other comments that we should add to, and we'll have to recap this in what's the term here? We'll have to recap this in list of conditions, although I don't know whether we need to spell them all out or having had the discussion, if we could make the condition something, do we need to list each of these or just say that the condition is that we review the 50 percent submittal for the details discussed in the meeting? [off mic] yeah, I mean, we all know what we've been talking about. Right. Yeah. Is the

committee comfortable with that? Has everyone had a chance to give us their comments, Virginia, don't hold back. [off mic]

Andrew Moore: Leaving me in suspense.

Tim Clites: Thank you. So I'm going to pause for a minute and ask, Will, Will, did you give us a sample? [multiple speakers] Here it is. The front page of the memorandum [off mic] I would. If there are no further comments, I would entertain a motion and you don't need to be bashful, someone will jump in and help you craft any conditions.

Bill Anderson: I'll make a motion. I will the HDRC approve COA 21-20 to include the the demolition of the existing town office and the construction of the new town hall in accordance with the application materials dated June 17th, 2021. I further move that such approval is subject to the following conditions. Review and approval of details of the 50 percent construction document submission.

Linda Wright: Second.

Tim Clites: Would you like to do a roll call vote Rhonda?

Rhonda North: Vice Chair 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.

Rhonda North: Committee Member Wright.

Linda Wright: Approve.

Rhonda North: Council Member Pearson.

Cindy Pearson: Approve.

Tim Clites: Motion passes. Thank you very much for your patience and working with us and for all you're doing. This is great and thanks for bringing the windows in.

Andrew Moore: I'll leave it here if he wants to play with it.

Tim Clites: Ok, well, that, I believe is got to get back over here to our agenda. We have a discussion item 4.1 Historic district guideline update sandwich board signs, discussion item. Would staff like to talk to us about that?

Will Moore: Estee is on her way.

Andrew Moore: Let me just ask the question, do you want me to leave this here or do want me to take it back with me?

Tim Clites: I think you can take it back. [multiple speakers]

Estee LaClare: Good evening. I wanted to give you all just a quick update in regards to the design guidelines. I've been in contact with Frazier and hopefully they're they are going to give it to us. The second draft on July eight. I'm going on vacation the following week and I want to make sure I get a review of it before I go and distribute it to you as well, since we are on a timeline that we need to get this accomplished. So I did get the confirmation today about that. And then the only thing that we still really need to discuss was sandwich boards and what style of sandwich board would be appropriate for in town, along with the and Virginia you can bring that up as well. The other component would be what particular materials? So what I did I've got some samples of different sandwich boards that I printed off online to just talk about whether or not a wood one or a chalk board or a metal one, a framed one with a smart like a whiteboard on it. I don't know what you would all would decide to be appropriate for in town. I also included a plastic one just for your perspective. So that was something we did need to discuss to give them further information. So I don't know how you want to broach this.

Tim Clites: Oh, you go first.

Virginia Jenkins: I have a question. Hasn't this come up before the sandwich boards?

Estee LaClare: Yes, it has. From what I've gathered in the past. [multiple speakers]

Tim Clites: I think it's come up a couple of times. Yes, but it's been

Estee LaClare: Yes, it has been discussed in the past. We're looking for further clarification so that we can include it in the design guidelines, which would then establish precedent, if you will, and then we can go forward with having kind of like a background so that we can always people go look at this. This is what we consider to be appropriate, a template, if you will.

Tim Clites: If I understand it right now, they are unregulated. So it has come up a number of times before around this very question, which is can we and should we regulate them because they're not permanent and they're actually mostly in a VDOT right of way. And I think. I think. Right. Is that correct?

Will Moore: Not a VDOT. Well, I'm very sensitive to hearing VDOT right of way maintains our rights of way. They do not own our rights of way. There's a difference. There's an internal discussion going on as to whether or not we want to put a permit process in place for these signs that have typically been unregulated. So that's that will be eventually a council decision if they want to instill a permit. But what we're looking for here is we know we're going to have them, whether they remain unregulated or whether they require a permit or maybe there's something in between that is as long as they are of a certain construction, certain material, maybe you don't get a permit. But if you put out one of these kind of bulbous plastic ones, like a couple have shown up recently, it's gone. So that's what we're really looking for. Let us separately worry about the the regulation/permitting component and focus your focus should be on. Well, I would say this, I don't think they're going away. So what should the guidelines be around them in terms of materials? That's what we're really looking for. [multiple speakers]

Linda Wright: You go first.

Virginia Jenkins: My issue with these is in all these pictures, the sidewalks are a lot wider than what we have. And also evener and you have people and I know there's been wheelchair accessibility issues before, it just makes it even more difficult.

Will Moore: So it's one of the arguments for a permit process, because at that point in time, it's not only, yes, you're allowed to have it, but here's exactly where you're allowed to have it. And we can look at paths of travel and those kinds of things, and you might not have an opportunity for one in front of your particular storefront simply because of the narrowness of the sidewalk.

Virginia Jenkins: But is there a way to say, let's say, in front of a store space that is allowed where it needs to be placed?

Will Moore: Yes, that's that's. If there's a permit process.

Virginia Jenkins: And who is going to regulate that?

Will Moore: I'm sure that would fall under me, which and Estee, [multiple speakers]

Bill Anderson: Will, that is one of the problems I was going to ask. What is the problem? Why is there a problem here? Other than safety by blocking the sidewalk. Other than that. Is there a design issue problem with these?

Virginia Jenkins: Have you seen some of them? [multiple speakers]

Bill Anderson: Well, that's one thing. That means that every other store can have them.

Virginia Jenkins: Yeah, yeah. I mean, yeah.

Bill Anderson: We have to identify the problem first other than safety to be able to run any kind of design guideline if in fact we choose to do that.

Tim Clites: And so I think. You asked the question I was going to ask so let's talk just for a minute and you can refresh our memory about some of the problems that I recall, locations that impede pedestrian traffic or other traffic. Signs that put out by non-retail businesses, signs that get put out with balloons attached to them. Right. There are aesthetic issues around this idea that you have this unregulated I can put it out in the morning and take it back in the evening. And so it is interesting to say without having an approval process, should we as a committee at least say we believe this appropriate and this is inappropriate as a way to give you enough of our input so that if you need to write something into the zoning ordinance or otherwise, you can deal with that. And at least we have a placeholder in our guidelines, which is that what we're after?

Will Moore: Yes, exactly. Looking for those. And as I understand, there's so much history behind how this happened. There's a provision or used to be because we recently rewrote our entire signboards, but there was a provision that allowed for portable chalkboards and that somehow morphed into a non-chalkboard signs. And somebody somebody along the way somewhere said, well, if it's not on your property, it's not zoning, which is an actual true statement. It's if it's out the right of way. We're not talking zoning issues. So but somebody made the decision that we'll just allow it kind of with this portable chalkboard thing within the zoning ordinance. But and then they morphed, and they became non chalkboards. But it seemed that many in the business community were still OK with that because there was still generally a sensitivity to good design. But we've lost that a little bit. You know, we have a credit union. We have a company that produces promotional products, probably including these signs who have these kind of just plastic bulbous sandwich boards that nobody thinks is appropriate for the district. But we just don't have any mechanism right now for addressing that.

Tim Clites: So I would I would react with we ought to be thinking about describing. They are signs we regulate signs. We have an opinion about signs around here. So they ought to not be any less mice or have

any other except that they're movable. Seems to me like they ought to comply with what we expect out of a sign. Right? It's not plastic, it's not vinyl letters stuck on something. It's not, right. That's one way to think about this. I think some of these images are great. I don't know that we want to say, oh, the sandwich boards have to have a metal or a wood frame. We don't require that of signs. And we have a lot of really good-looking signs without being that specific. But we also wouldn't let someone come in and hang that up in town. Right? So temporary or permanent, I would think maybe we look at our sign ordinance criteria and use that as a baseline. I don't know what people think about that.

Linda Wright: Would you allow chalkboard ones for like restaurants that have changing menus and changing things all the time? You'd have to provide something to allow them to do that.

Tim Clites: And there's something about a chalkboard that is written on that chalkboard or something that, no dry erase, [multiple speakers] It has to have kind of an authentic chalkboard look to it, right?

Linda Wright: Yeah, absolutely.

Virginia Jenkins: I have a question for Punkin. I'm sorry.

Margaret Littleton: No, no. I just think size is important.

Virginia Jenkins: Size is very important, I think. But for Punkin, has the Business Association ever discussed these things at all?

Punkin Lee: No.

Virginia Jenkins: So it's never come up in any of your meetings?

Punkin Lee: No.

Virginia Jenkins: Thank you.

Punkin Lee: But I think size would be the starter and then I think you have to offer a chalk type of one, because there are some people who put it out if they're having a sale or [off mic] just like Middleburg Real Estate has one they put out just as their logo now that they put their sign against the building and you can't see [off mic]. So I think you have to have kind of both versions, but they all need to be the same size. Like a sign. You're only entitled to so much frontage. [multiple speakers]

Linda Wright: Well, is there any way to stipulate just retail businesses and restaurants?

Bill Anderson: [off mic]

Estee LaClare: [off mic] Thank you, Mr. Chairman. I was well, I was wondering if there's a way, we could establish it to say what we find to be appropriate, i.e., the chalkboard. What about a wood framed one?

Bill Anderson: I'm sorry, I didn't to.

Estee LaClare: I'm just trying to I don't know if this would be appropriate. And you need to kind of give me feedback if we want to list out what the appropriate ones would look like. And then also state and this is what we find to be inappropriate, i.e. the plastic one's dry erase boards. That way, if we specifically label it and put it out there, it gives more direction, a better templet.

Bill Anderson: Maybe just as I think [inaudible] said it, use the sign, how the sign ordinance is laid out when we are saying it can't be any bigger than this. It only can you know, that's the maximum.

Will Moore: We can come up with [inaudible].

Bill Anderson: Not saying what material it's going to be but maybe what material it won't be, like plastic, vinyl,

Linda Wright: All the different sign components

Bill Anderson: Yeah, just like in the signs. I mean, it's a sign that sits on the ground and it should be when talking definitely [inaudible] to be these type of signs that these sandwich boards.

Virginia Jenkins: I have another I have another question. And just think of Main Street from the oyster place down to Creme de la Creme. What if every business put a chalk board out? and then what are you doing? I mean.

Tim Clites: Right now, every business can go put a chalkboard out. [multiple speakers] So I think one I think feels like one per business, a maximum size. The material and the detailing has to be consistent with the permanently approved signs in town. Which would mean no plastic, no vinyl lettering, and the only exception is that it could be an authentic chalkboard sign that has the ability to be changed, but that does not include a dry erase or white board or other more contemporary [inaudible]

Estee LaClare: All right, thank you very much.

Margaret Littleton: [off mic]

Linda Wright: Should they be required to come off the street when the stores close. [multiple speakers]

Punkin Lee: If we're setting guidelines, would they then be required [inaudible] application to come with their sandwich board? [multiple speakers] I mean, it's a sign.

Tim Clites: I think what Will is saying is let's let that for another day. Let's put in our ordinance some general guidelines so that if there's a problem, he can [inaudible] did you know the historic district. And then if it becomes a problem and continues, then we have to come up with some formal way of right? At that point, you're going to say, OK, if you have a sign sandwich board, it can't exceed the maximum signage for your building, which would be one way to protect. But that gets into a whole nother. It would be nice to avoid that and just take the gentleman's agreement approach to it. Is that right?

Will Moore: Again, that's a discussion that's going to involve council. It's going to involve potentially reaching out to the business association. We there I see many great benefits in having a permit process, but I also see that we want to be sensitive to making businesses not or maybe not making businesses jump through all kinds of additional hoops that even the bare bones things that anybody has to do can be overwhelming sometimes when you're opening a new business so.

Punkin Lee: So the people that now have the very unattractive plastic signs out once these guidelines come into effect.

Will Moore: I'm not sure how that will play out.

Virginia Jenkins: But I was going to ask the same thing.

Punkin Lee: How do we clean it up without.

Will Moore: The nice thing about the fact that they are unregulated right now is that nobody can claim that they have a grandfathered approval.

Virginia Jenkins: So, yeah, but they're a fairly new phenomenon, really, you know, in town. I mean, what the last five years, six years.

Tim Clites: I've been on this committee. [multiple speakers] I do like limiting them to the hours of operation of the business. That's a good. Because then if you have a problem and it's out there at nine o'clock, you know, [inaudible] to come clean the sidewalk and just deal with it

Bill Anderson: [inaudible] just retail. So the business.

Virginia Jenkins: That was me that said that,

Tim Clites: I think what I was using that example is I know there were some problems a bank or somebody moved in or a financial services somebody and they moved in and suddenly there was like three or four of them. This was like five or six or seven years ago. And it was like, oh, they took the sandwich boards and basically tripled their signage for their building.

Bill Anderson: So it's just retail then.

Punkin Lee: What do you do with the real estate companies [multiple speakers]

Estee LaClare: We can't treat them differently.

Will Moore: We can't treat signs differently based on content.

Tim Clites: It's like so if the bank wants to have the rate of the day on their sign, they can do it as long as they put it in chalk. [off mic] Let's be clear about what this is, right? That's what happens. Like the rate of the CD rate of the day. It's like on a sandwich board, like, come on. There's certain things we just can't regulate. What we can regulate is at least is going to be on a chalkboard with chalk. Right? Not on a whiteboard and the size.

Linda Wright: And when they were allowed to be out.

Tim Clites: So is that, Estee, is that enough guideline for you to kind of craft something and maybe talk to our consultants and just see what. Yeah.

Estee LaClare: Thank you very much. That's been very helpful. And I'll pass that along. [multiple speakers]

Tim Clites: All right. Thank you all. We have one last thing, meeting quorum for July the 1st. Anybody not able to make it then? [multiple speakers] Great well we're here if Virginia's here. Great. We're adjourned.

Will Moore: Thank you very much.