



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



**Thursday, July 15, 2021
PENDING APPROVAL**

A special meeting of the Historic District Review Committee was held on Thursday, July 15, 2021, in the Town Hall Council Chambers. Chair Clites called the meeting to order at 5:30 p.m. Town Manager Davis, sitting in for Town Clerk North, called the roll.

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

STAFF: William Moore, Deputy Town Manager/Town Planner
Danny Davis, Town Manager

ABSENT: Margaret Littleton (excused)

New Business

COA 21-21 (S 21-13): Projecting Sign – 14-16 S. Madison Street – Hop Hip Real Estate, LLC

Deputy Town Manager Moore reported that the applicant would like to replace the existing hanging sign as it was deteriorated. He advised that they also wanted to refresh it to match the colors in their business' signage, which were black and white. Mr. Moore noted that the new sign would continue to have locations for building's tenants to hang their signs. He reported that the new sign would be the same dimensions and materials as the existing one.

In response to inquiries from the Committee, Graham Burns, the applicant, confirmed the Kay's Pilates sign would still be affixed to the hanging sign in the same location. He advised that the only difference was it would be made of half-inch thick wood, as opposed to three-quarters inch plastic. Mr. Burns confirmed the sign would be located on the existing post by the door leading to the stairs.

Committee Member Jenkins moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 21-21 (S 21-13) for Hop Hip Real Estate, LLC for the projecting sign at the Health Center Building at 14-16 South Madison Street.

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

COA 21-22: Alterations to Original Contributing Structure – 18-20 South Madison Street –
Jane Covington

Vice Chair Lee disclosed that she recently sold this building to Jane Covington and that she was now a tenant as opposed to the owner; therefore, she did not have a conflict of interest.

Deputy Town Manager Moore reported that Ms. Covington was going to do a lot of work on the building that qualified as maintenance that would not require action by the Committee. He further reported that there were a few items that she wished to do that would require a certificate of appropriateness.

Jane Covington reminded the Committee that the building was constructed in 1787. She reported that they have begun work to repair the south chimney. Ms. Covington noted that this was a complicated building in that it was actually three different buildings. She advised that she was proposing to change the siding material on the Federal Street side of the building from pressed fiber to Hardie plank. Ms. Covington noted that it would contain the same reveal and color as the current siding. She advised that she was also proposing to replace the storm windows, to replace a missing screen door, and to cap at least two of the chimneys as they could not be placed back in working order. Ms. Covington noted that it may be possible to get the Federal Street chimney working again.

Deputy Town Manager Moore explained that the new screen door, which would be located at 18 South Madison Street, would require a COA. He reported that even though there was a screen door there at one time, it must now be treated as a new element. Mr. Moore advised that Ms. Covington was also replacing the siding and light fixtures and repairing the chimneys. He noted that she was also proposing to replace some windows at the rear of 20 South Madison Street; however, she had not yet selected a replacement window. Mr. Moore advised that she would return in the future for that change.

The Committee held some discussion of the storm windows and the history of the building.

In response to inquiries from the Committee, Ms. Covington confirmed she was also replacing the HVAC system, including the ducts. She advised that the Hardie plank would be pink to match the existing siding.

Vice Chair Lee opined that the color was Raspberry and advised that it was from the Williamsburg Color Guide that was used by the HDRC many years ago. She noted that the Teal door color was also selected from that color guide.

The Committee held some discussion of the proposed lighting. They noted that the goose neck projected the light so far out that it would not light the sign. Ms. Covington explained that the point was simply to have some light on the building.

Ms. Covington reminded the Committee that the dormers on the Madison Street face were metal. She advised that if they were in good shape, she would leave them; however, if they were not, she would return with an idea of what to do with them.

The Committee held some discussion of the dormers. They opined that it wouldn't bother them if they were replaced in-kind, using dark metal on the sides. The Committee noted that if this was done, it would not require their approval.

The Committee questioned whether the proposal was to rebuild the existing double hung windows. Ms. Covington advised that she had not looked at them. She noted that some of them did not currently function and expressed a desire for windows that did. Ms. Covington advised that she had a contractor who could rebuild them.

In response to inquiries from the Committee, Ms. Covington confirmed she planned to keep the existing gutters. She advised that the light fixture was available in a raw or finished copper and noted that she preferred the raw copper so it would turn green over time. Ms. Covington opined that it may also be available in a black finish.

The Committee expressed a desire for a raw copper that would patina over time, as opposed to a finished copper. They suggested that if this was not available, one in a black finish would also be appropriate.

In response to inquiries from the Committee, Ms. Covington advised that she planned to use wood trim with the Hardie plank siding; however, she requested permission to use a Hardie trim if necessary.

The Committee noted that the existing fiberboard siding was not authentic to the building and opined that the molding was probably not historic either. They suggested she replace the trim with something that was similar to what currently existed, in a smooth Hardie board trim material.

In response to inquiries from the Committee, Ms. Covington confirmed the storefronts would remain as they currently existed. She reminded them that the “Journeymen” part of the building was different than the 1787 portion.

The Committee agreed and advised that they would not be comfortable putting synthetic materials on the 1787 portion of the building. They agreed they liked the proposed colors.

Committee Member Anderson moved, seconded by Councilmember Pearson, that the Historic District Review Committee approve COA 21-22, a request of Jane Covington for alterations to the original contributing structure at 18-20 South Madison Street and to West Federal Street as presented, with there to be an additional submission on the rear windows of 20 South Madison.

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

Discussion Item

Historic District Guideline Updates

Deputy Town Manager Moore reported that the text edits that were previously suggested by the Committee had been made and that Planning & Project Associate LaClare was currently reviewing the latest version for accuracy. He noted that the Committee now had the complete document, which included photographs and graphics. Mr. Moore acknowledged that the members had not had much time to review the document and advised that the purpose of this meeting was to get their initial feedback and comments on the graphics and overlay. He suggested that if there was a great deal of feedback, the members meet individually with Ms. LaClare when she returned from vacation. Mr. Moore expressed a desire to transmit all the comments back to the consultant by July 23rd so the project could stay on its timeline. He reminded the members of the need to adopt the guidelines by the end of August in conformance with the grant requirements. Mr. Moore further reminded them that the Town Council only had one meeting in August. He noted that the draft document had also been forwarded to the Virginia Department of Historic Resources for their review.

The Committee suggested the draft document also be forwarded to the members of the Town Council for their review. They noted that if the Council had any comments, this would give the HDRC the opportunity to address them before it was presented to them for their formal approval. It was reiterated that the goal was for the individual members to present their comments to Ms. LaClare next week so the document could be ready for the Committee's consideration during their August 5th meeting, with the Town Council receiving the finished product during their August 26th meeting.

The Committee suggested that some of the photographs were not the best, particularly those for the signage. They asked that a different graphic be selected for the cover page of Section 9. The Committee further suggested that the graphic for the chain store signage be replaced with a photo of an actual sign in the town. They noted that there were a lot of beautiful signs in Middleburg and suggested that photos of those be used. The Committee members acknowledged that they were in a better position to know what signs should be shown as examples and suggested they take some pictures that could be sent to the consultants.

The Committee opined that the proposed document was easy to navigate. They suggested each page include a date block so it would be easy to track future revisions.

The Committee reviewed the Committee listing. Chair Clites asked that his middle initial be deleted for the sake of consistency.

The Committee reviewed the graphics of the stone layout options. Chair Clites volunteered to take pictures of existing stone layout options in the town that the Committee liked.

The Committee noted that some of the photos were of former signs. They expressed a desire to use photographs of current ones.

The Committee noted that the Emmanuel Episcopal Church Parish Hall was referred to as a residence; however, it was not. They suggested it be listed as a "former residence" so its history would be clarified.

The Committee held some discussion regarding the photographs that depicted examples of what could not be done. They suggested those captions be in bold to differentiate between what could and could not be done. The Committee reiterated the need for the photographs to depict examples that existed in Middleburg. They acknowledged that some of the photos appeared to be fillers and suggested the need to find ones that were more interesting and representative of the town.

The Committee expressed a desire to include photos of a before and after project for a property that was vacant. They suggested the renovation projects for the Bushrod house or the Asbury Church as examples.

The Committee held some discussion of the status of the Asbury Church. Deputy Town Manager Moore reported that the Town elected to not move forward with any of the proposals that were submitted; however, it was still open to accepting new ones.

The Committee noted that sometimes buildings were vacant because of unique challenges, some of which were zoning related and some of which were due to other items. They suggested this be discussed further at another time.

The Committee noted that the online version of the draft guidelines was better because the pictures were clearer. It was noted that it was envisioned that this was how people would use this resource; however, bound copies would be available in the Town Office for those who needed a printed copy. The Committee agreed the document was incredible and opined that Frazier & Associates did a terrific job.

The Committee noted that there were a number of houses in Middleburg that were moved from their original location. They noted that that was interesting information to have about a place.

The Committee held some discussion on the energy chapter. They noted that some of the information in the guidelines was informational only. It was suggested that it be made clear as to what the Committee would be looking at in its review and what was provided for information purposes only.

Deputy Town Manager Moore advised the Committee that their comments would be shared with the consultant. He suggested the members contact Ms. LaClare to schedule individual meetings for further review and discussion if needed or that they to let her know whether they had shared all their comments.

Meeting Quorum

Councilmember Pearson advised that she would not be available to attend the August 5th meeting. The remaining members who were present indicated they would be.

There being no further business, the meeting was adjourned at 6:52 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – July 15, 2021

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

Tim Clites: All right, to start, I guess we are.

Cindy Pearson: Yes, we are.

Tim Clites: Welcome, everybody. Bring the meeting to order. The Thursday, July 15th special meeting for Middleburg Historic District Review Committee. The first order of business is Roll Call.

Danny Davis: That's my job. Committee Member Anderson.

Bill Anderson: Present.

Danny Davis: Committee Member I'm sorry Vice Chair Lee.

Punkin Lee: Present.

Danny Davis: Chair Clites.

Tim Clites: Present.

Danny Davis: Committee Member Wright.

Linda Wright: Present.

Danny Davis: Committee Member Jenkins.

Virginia Jenkins: Present.

Danny Davis: Council Member Pearson.

Cindy Pearson: Present.

Danny Davis: And Committee Member Littleton is absent. And I guess Mr. Moore.

Tim Clites: Thank you. We do have action items before we start, I'll just ask if anyone from the public is here that would like to give us comments before we go into the action items. If you're here for an action

item, we'll take that in order that it's here. You both here for action items? Yes. OK, so the first action item 3.1 is COA 21-21 S21-13, the request of Hip Hop Real Estate, LLC for projecting [multiple speakers] health center.

Virginia Jenkins: Hop Hip.

Bill Anderson: Hop Hip.

Tim Clites: Hop Hip sorry reading too fast. Hop Hip. Thank you all [off mic]. I wonder if you can see the difference. Forget it. [laughter] For a projecting sign at the Health Center Building at 1416 S Madison Street. Will.

Will Moore: I'll invite Mr. Burns to come up here, as you see in Estee's write up. There was an existing sign for the health center building that had two tenant spaces on it that the applicant would like to replace that sign. It hangs or it hung on the existing bracket where Dr. Falkenstein's sign used to hang below it. Dr. Falkenstein's sign is the only one that's hanging there. But you do have an image of the previous sign. It had evidently deteriorated a little bit and then they wanted to just refresh the colors to match their signage otherwise. So instead of the kind of tan or cream background, it would have a white and black color scheme and it would still have the two spaces for tenants, future tenants that might come and go in the health center building.

Tim Clites: Thank you.

Will Moore: Kind of the same dimensions, same material. It would be a wood sign.

Cindy Pearson: [off mic]. So will Middleburg Pilates still be on it. Is that what you're saying?

Graham Burns: Yes. There's space reserved for us to attach placards to for current tenants. Actually, the sign for Kay's Pilates is going to be exactly the same. We're just going to take it off the old sign that's made out of some kind of plastic material and affix it in the same place. The dimensions of the new sign are exactly the same. I think the only significant difference is that the wood is a half inch thick, and I believe that the existing sign may have been three quarters of an inch thick.

Tim Clites: Yeah, absolutely. Punkin.

Punkin Lee: So you're going to put in a new post near the steps going down to your terrace?

Graham Burns: No, this this one, it's actually by the door that goes into Dr. Falkenstein's office.

Punkin Lee: Because this says the signpost near the stairs leading down from South Madison. So it looks like.

Graham Burns: I may have done a copy and paste error. I apologize for that. No, it's by the front door.

Punkin Lee: It's good to lead them to beer. I guess that's what I was wondering why [multiple speakers].
[laughter]

Graham Burns: Yeah, it's actually right next to the front entrance to the health center building.

Punkin Lee: Yeah. That makes sense.

Bill Anderson: And the exterior finished descriptions with stone veneer and pavers are here, for what reason are they here?

Will Moore: So that was a spec sheet that their designer did.

Bill Anderson: Not Applicable.

Will Moore: Well, so what's applicable is what has been highlighted within, which is just the specifications of the colors. So it's the white and the black, Yes. The other parts of that sheet are not applicable.

Bill Anderson: Seems reasonable to me. I mean.

Tim Clites: Any comments? Linda.

Linda Wright: No. No comments, I'm good.

Tim Clites: Virginia.

Virginia Jenkins: No. Looks fine. I'll make a motion.

Tim Clites: All right, we'll entertain the motion.

Virginia Jenkins: I make a motion to pass, for COA 21-21 S21-13 for Hop Hip Real Estate, LLC for the projecting sign at Health Center Building at 14 through 16 South Madison Street.

Linda Wright: Second.

Tim Clites: Do a vote by roll call.

Danny Davis: Roll call is not needed.

Tim Clites: OK.

Danny Davis: You can just.

Tim Clites: All those in favor.

Virginia Jenkins: Aye. [multiple speakers]

Tim Clites: Any opposed? Motion passes.

Graham Burns: Thank you all very much. Should have the new sign up within about a week. Thank you.
[off mic] [multiple speakers]

Tim Clites: Next order of business, 3.2 is COA 21-22 Request of Jane Covington for alterations to the original contributing structures at 18 and 20 S Madison Street and 2 West Federal Street. Jane, would you like to come, and Will would you like to walk us through the application?

Punkin Lee: Do you want me to do the?

Tim Clites: Oh, sure.

Punkin Lee: I have to do a disclosure that Jane just bought the building from me. So I am now a tenant, and this is her her gig now. Just want to let everybody know.

Tim Clites: Thank you for that clarification. [off mic]

Will Moore: And to say that there there's no conflict of interest either, just to be clear.

Tim Clites: Understood.

Danny Davis: Thank you.

Tim Clites: Thanks for that clarification. Will.

Will Moore: Well, I'll just say quickly that I had the opportunity to meet with Jane last week, I think last week. And she kind of gave me a nice walk around and a walk into the building, which I had not had

before in the space where the offices are. So it was really nice to see that. But kind of walked. She is going to be undergoing very soon if she hasn't already begun a lot of work to the building that qualifies as just normal maintenance that does not require action by this committee. She may touch on some of that when she walks you through her application here. But there were a few elements based on our meeting that we talked about that would require a certificate of appropriateness. So those are kind of outlined in the memo. But I'm happy to let Jane walk you through all the different things that she's going to be doing with the property.

Tim Clites: Thank you, Jane.

Jane Covington: So thank you for having me. And Punkin and Bill, y'all know the building better than I do. So please.

Bill Anderson: She really does.

Jane Covington: You do also, so chime in. So I am the new owner of this fabulous building. Punkin said it is eighteen, I mean 1780.

Punkin Lee: 87.

Jane Covington: 1787. Wow. So pretty fabulous piece of history. And yes, we have started work, we repaired the south chimney. So glad that's done, but we have a long ways to go. So item number one, you tell me what you want me to do. Do you want me to read you through one through six or have you read it, and do you have questions? It's all pretty straightforward. I think the most complicated part is that it really is three different buildings, but it's all pretty much a repair and place and kind, except we are changing the material of the siding on Punkin's building, which is a some sort of pressed fiber. And we're changing that to Hardie plank. But same reveal profile, the bead at the bottom; same color. Carefully removing her lovely signs. We're doing storm windows and, Will, I can't remember if that's.

Will Moore: You could work, just directly with me on the [off mic].

Jane Covington: OK, storm windows. Replacing a missing screen door that was there at some point now going back in place, Middleburg Millwork, will be making that. That's that's about it. Capping the chimney's, sadly, we can't get them back in working order, at least not the two on the Madison Street elevation, we might be able to get the federal street chimney working again.

Will Moore: So on the first page of the memo, Estee has bulleted, some of the items that are clearly requiring the COA consideration. So it's we will say, a new screen door. There clearly was a screen door. And this is at the 18 South Madison. So the store front entrance on South Madison if you remember where Deb Cadenas just had a shop there recently. High Cliff used to be there. So in that space there is

clearly there was a screen door at one point in time, but because it's been gone for such a new time, we'd have to treat that as a new element. The siding on the Saddlery shop as she just touched on that. That's new, the replacement of light fixtures. And then also when rehabbing the chimneys, there's stucco that has been chipped away or peeled away or beaten away by hail that was painted. And she would like to leave that when she replaces that stucco natural and not painted at this point in time. So those are kind of the highlights. She does make reference to some new windows, which would be at the rear of 20 South Madison, but she's not yet picked out the actual windows. So we don't have a cut sheet. So that would be something she would return in the future for, for the windows. But those bulleted items are the main ones. So however best you see to walk through those.

Tim Clites: Well, do we want to go around the room with any specific questions?

Bill Anderson: The storm windows.

Tim Clites: What storm?

Jane Covington: No one over one baked enamel finish white, they're not going to be with storms.

Bill Anderson: So it's a little baked on metal.

Jane Covington: Yeah. Baked enamel on aluminum. [multiple speakers] Oh, yeah. Storm screened. Yes.

Bill Anderson: I haven't actually been into the building in some time.

Jane Covington: Come.

Bill Anderson: But I have fond memories of being there, even from the time when your mom was there. The rear stair the time I was there, looked like it probably and I don't know it hadn't been replaced, there's probably, I would think needs to. And I might add, and we've had quite a few over the years. I was there, ice storms. That was suicide, actually the front steps so just for your safety.

Jane Covington: Oh thank you. Oh glad to know.

Bill Anderson: [multiple speakers] The roof comes down.

Jane Covington: Oh glad to know OK. [multiple speakers]

Bill Anderson: It was a bad gutter there, or what it was, but it was just not covered. And it was just very you have to be very careful. Now I'm glad to see it being done. Be nice to see that fireplace on being able

to be brought back into commission. I've enjoyed it. Just for my general knowledge, though, it's not our purview. Are you making major changes on the inside? Major changes? I mean.

Jane Covington: Not to the floor plan, but yeah. I mean, we've already replaced the HVAC system and working with Morgan Oil to redo the ducts. So it's I mean, hopefully you won't be able to tell that it's major, but yeah, we got it working on the wiring. Yeah.

Bill Anderson: I don't have any more question. I think it's great. Thank you.

Tim Clites: Punkin, do you have any questions?

Punkin Lee: Thank you. [laughter]

Jane Covington: Oh, and I get to see Punkin every day. [multiple speakers] [laughter]

Tim Clites: Linda.

Linda Wright: Off the top of my head, no. I think it's great that it's going to get a face-lift. That's wonderful.

Virginia Jenkins: I couldn't agree more. That's great.

Tim Clites: Cindy.

Cindy Pearson: The only comment I have is when you said you're doing the Hardie plank on the [off mic] So it's going to remain the color it is now is that? [multiple speakers] You know what color that is?

Jane Covington: Yeah. Journeymen pink. [off mic] Yeah. Yeah, yeah.

Punkin Lee: It was actually way back when we were going by the Williamsburg Color Guide, and it's a raspberry that was in there.

Bill Anderson: Is it really?

Cindy Pearson: [off mic] raspberries [off mic].

Punkin Lee: Yeah. That's where I got it back then. [multiple speakers] yeah. This is so [multiple speakers]. So is the teal door they're both in that Williamsburg [multiple speakers] yeah who knew.

Tim Clites: I think it's nice too. My only question is maybe not even so much a question as an observation, I'm sure you've thought about it. The light fixture replacement with the gooseneck. I was trying to kind of scale the boards and look at it. I guess its primary function is light for that door. Is that right or is it light for the light and light that fixture? It lights the door but also that.

Punkin Lee: When it was installed, it was just to have a light on the building at night.

Tim Clites: Just a light on the building.

Punkin Lee: [inaudible] with a light, but not quite that long.

Jane Covington: Tim, you bring up a good point. [multiple speakers]

Tim Clites: [off mic] [multiple speakers]

Jane Covington: Yeah. If you want me to move it.

Tim Clites: No, I don't. I just wanted to make sure that it was.

Jane Covington: Punkin do you want me to move it? [multiple speakers]

Bill Anderson: Well, there's a step there.

Jane Covington: No step.

Bill Anderson: Yeah. So it, looks like a step when you step out of the door.

Punkin Lee: It's just the door.

Tim Clites: [off mic] just pitch towards it. Yeah. I think it'll probably; the gooseneck will probably do as good or better a job of lighting that. My really only question was, is it out so far that it doesn't light the sign adequately. But if that's not as big of priority, probably fine.

Jane Covington: Just to have some light. I mean, what's there right now doesn't work, so I've got to put something there.

Tim Clites: Yeah.

Bill Anderson: This is a step, isn't it?

Virginia Jenkins: It's just a door [multiple speakers].

Bill Anderson: So that's where the door is, and this is where. This.

Punkin Lee: It's flat.

Will Moore: Yeah, it's like a flush concrete. Is it a concrete pad there? Right outside the door.

Bill Anderson: [multiple speakers] Yeah. Yeah.

Jane Covington: And just one thing I would like to add that came up yesterday when I was talking to the contractor is we noticed that the size of the dormers facing Madison Street are metal, which I thought was interesting. Yes. So if they're in good shape, we're going to leave them. If they're not in good shape, we might come back to you and with an idea of what to do with them. And I won't know what to do till we get up there and look at it.

Tim Clites: The sides of those door.

Jane Covington: Zoom in.

Tim Clites: Painted [multiple speakers]

Jane Covington: They are painted metal.

Bill Anderson: Tin probably.

Jane Covington: Yeah, they preceded pre-painted tin. [off mic] If they're working, we might not touch them, but if they're not working give some, you know, some guidance of I don't know if we want weather board up there or if we want stucco or do you have any guidance of?. Could you send me in the right direction of what would make you comfortable or back in metal I could call the roofer?

Bill Anderson: The side of the dormers are metal too?

Jane Covington: The side of the dormers facing Madison Street are metal.

Bill Anderson: As well as the front trim?

Tim Clites: No, I think the front room is painted wood, it's just the side you're seeing, just the triangular side as it slow [inaudible] the roof. [multiple speakers] wall. This side wall is metal. Well, yeah. See and that's kind of interesting. It's not a detail.

Jane Covington: I've never noticed it till you started. You know, they did the takeoff measurements for the side and then all of a sudden, we said, oh, wow, that's interesting. It's not leaking, but it might. And, you know, while we're up there and tearing things apart, it's so much easier for me just to have decisions made and move through.

Tim Clites: Well, I guess we should if everyone's comfortable, reflect on that. If we can now. Because as I look at it, if it's metal and it's a dark color, it wouldn't if it needed repaired and it went back as a dark metal, that wouldn't bother me at all. [off mic] It'd be interesting to see how it was put together, if you have to take it apart. Right? [multiple speakers]

Jane Covington: Just it looks like it's just like [multiple speakers] riveted in there.

Tim Clites: Oh, really?

Jane Covington: Yeah. Kind of gives you a sense of the age of it. [off mic] Which makes me think if we touch it, it's going to fall apart. So I need to be ready to do something.

Tim Clites: That's why I'm thinking, since you asked, we should give you some [inaudible]. Because I don't know where the fine line is between needing our approval and not. But metal sidewalls, I guess, that were replaced in kind would fall under the not meeting our purview.

Will Moore: Correct.

Tim Clites: So I'd be comfortable if it stayed in that dark roof color. And if you need to do that. You could just do that. Does that seem right to you Will?

Will Moore: It seems right, I think it's fair to say that Jane is somebody that wants to do things right. And so if you think about it and thought maybe something else were more appropriate, you could let her know and she could consider whether to do that or not. But she has the option of replacing it just as it is without requiring approval. [multiple speakers]

Tim Clites: Metal's older than all of us. It can [off mic] the idea. Right?

Will Moore: Right.

Tim Clites: But I'm open to what anybody else thinks any differently. I mean, a siding would cause that dorm to, you know, look different.

Jane Covington: Be more pronounced if I put weatherboard on there, especially with the bead and.

Tim Clites: Right. OK, any other comments or questions from? Yes Bill.

Bill Anderson: Just to be clear, the existing windows, the existing double hung windows, both up there and on the main floor is the intent to basically rebuild the window? Because some of these I know on the up above the muntins are just, you know, probably nonexistent in some places. What's your plan there? Is it basically disassemble the window and rebuild it?

Jane Covington: I honestly, I haven't really looked at the windows.

Bill Anderson: They never did work.

Jane Covington: But, you know, we talked about them today. Those that don't work need to be made to work. And it's Mr. Grimsley who's doing it. And he rebuilt all the windows in my house. And I'm comfortable telling him to rebuild them and know what I'll get.

Tim Clites: Right. Between he or the Millwork milling pieces to match it would.

Bill Anderson: Are the gutters going to be all replaced?

Jane Covington: [inaudible]

Bill Anderson: They're going to keep the existing gutters.

Jane Covington: Yeah, I mean, they're fine. They're gutter guards. I haven't looked up top, but they're gutter guards above Punkin's building. So those are in good shape.

Cindy Pearson: Can't wait to see it [off mic].

Jane Covington: Come see it.

Tim Clites: I was asking about the light fixture, and I see the notes says [inaudible]. Is that the color that you picked?

Jane Covington: Well they offer a raw copper rather than a finished copper, you know, the whatever. I hate those. I like the raw copper that turns green over time.

Tim Clites: [multiple speakers]. Right. And yeah. So that's what you're looking to.

Jane Covington: Or a black matte finish. I've not called the company to see what's available. And they say a raw copper finish is available. And I just don't trust any supply chain right now until it's shipped.
[laughter]

Tim Clites: You're in construction. Yeah, right why, and some people say, well, copper, because it looks like that unpatinaed copper and they actually lacquer it and then it stays that way. So obviously we wouldn't. And I know you wouldn't want that, right, lacquered raw copper look. So if it patinaed great otherwise I would think the black would be the right.

Jane Covington: Yeah. If it's truly a raw copper that will patina, then yes. If not, then the matte black.

Tim Clites: That seems nice to me. Any questions from anyone? Again, the siding everyone understands the condition of what's there and what's going back, being, you know, some details are more durable material, which would be nice.

Jane Covington: Siding a lot of that trim is gone.

Tim Clites: Sure. Right.

Jane Covington: So a lot of it comes off and goes back on. But the trim [inaudible] going back.

Tim Clites: Are you going to use wood trim with the Hardie siding or are you going to use a smooth Hardie like siding.

Jane Covington: That's a good question. Thank you. I did not address that. I think we're talking about wood trim, but do I have permission to use Hardie because they're not going to have all of Punkin's profiles.

Bill Anderson: If you're gonna use the Hardie siding then [off mic].

Tim Clites: If the building has that fiberboard, it's not authentic. And that's what 30, 40 years old at best. So that means the corner boards that are there are probably pine or something. Right, they're not it's not like it's a historic molding.

Jane Covington: And the trim is a variation of old new finger jointed. And it's it's all of the above.

Tim Clites: Then just repaired over the years.

Jane Covington: Yes.

Bill Anderson: I would think if you can get it similar to what's there now and in a material that's like a Hardie board, that that's what I would do. I mean, and it's kind of foolish to do it all and then, you know, have a painted material that's going to decompose pretty quick.

Tim Clites: And I think we're trying to steer consistently people away from the PVC just because of the expansion and issues that it has.

Bill Anderson: Sure.

Tim Clites: But I think once you start with the Hardie siding to do a smooth Hardie trim in the size appropriate or similar to what's there, I would be comfortable with that.

Bill Anderson: I assume the storefront stays as it is.

Jane Covington: Yeah, but it's kind of two different, you know, it really is two different buildings. There's the journeyman building, which takes a different view than the 1787 building. In my opinion.

Tim Clites: I agree with that. I mean, I wouldn't yeah. I wouldn't be comfortable putting synthetic and replacing some of the trim on the front, the Madison [multiple speakers]

Jane Covington: Oh, yeah. That trim on the front is stunning.

Tim Clites: Yes, right. Yeah.

Bill Anderson: You can actually see where on the elevation, looking above the storefront where the actual 20 Madison actually ended. Even though the storefront comes out and, you know, [multiple speakers] on the inside of the building, you can see that. But it's interesting, I never really noticed it until I look at it in this photograph, how small that other building was.

Tim Clites: And we have colors at the bottom, if anyone had any questions or comments on the colors for the doors, the trim, stucco. [off mic] I do too. And I like the colors. I think they are. So with.

Bill Anderson: Oh I'm sorry.

Tim Clites: Bill.

Bill Anderson: I was just saying this color for the doors is a color I just painted my doors.

Jane Covington: Oh no way, that's great. [off mic]

Bill Anderson: No, the yellow. [multiple speakers] [off mic]

Jane Covington: We're full. [multiple speakers]

Bill Anderson: [inaudible] there.

Jane Covington: Oh, I love that. I love that.

Tim Clites: If there's no further comments, I'd be happy to have a motion.

Bill Anderson: I'll make a motion for COA 21-22 requests of Jane Covington for alterations to the original contributing structures at 1820 S Madison Street 18 and 20 S Madison Street and to West Federal Street to approve as presented with additional submission on the rear windows of 20 S Madison.

Tim Clites: Thank you Bill. I need a second. Clarifications?

Cindy Pearson: I'll second it.

Tim Clites: Thank you, Cindy. All in favor.

Punkin Lee: Aye. [multiple speakers]

Tim Clites: Is there any opposed? Motion passes. Thank you, Jane.

Jane Covington: [multiple speakers] Thank you, everyone. Well, thank you. Thank you for the site visit.

Bill Anderson: Nice to see you, Jane.

Jane Covington: Come see it and come see it. All right. Thank you.

Punkin Lee: Thank you.

Tim Clites: All right, next order of business is a discussion item, 4.1 Review of the draft design guidelines for our updated guidelines. I think everyone received, if you requested, perhaps everyone received a printed out copy of them. We also have them on our computers. Is it just us tonight or are we expecting the consultants to?

Will Moore: It's just us. So the consultants, you know, I had a discussion with them. They realized that you just got this and haven't had a tremendous amount of time. So all the previous edits to the text within have been made. Estee was reviewing those. There may have been a word or two there, here and there

that she was going to circle back with them on. But essentially the text remains with the edits that you have previously requested. This obviously is the first full, complete package draft with the various photographs and graphics incorporated. So the purpose of this meeting is to get your initial feedback and comments on the graphic content, the overall layout. Estee is vacationing this week, but if you have a lot of individual comments, she is willing to meet with you beginning next week individually, the same way that she did when she met with individual members to go over the text, if you feel that to be necessary. So, Mr. Chairman, we can attack this however you would like, if you want to start just with general comments, general impressions from the committee members on the layout and the graphics. And, you know, if there are any specific graphics to this point or more photographs that jump out at individual members as maybe not feeling right in a certain place; we can certainly touch on that. But if it seems like there's an overwhelming amount of that, then maybe the best way would be to have those individual meetings with Estee so she can spend time to get all of your comments. And then we would like to, if possible, transmit all of your comments at the end of next week to the consultants just so we can keep with our tight timeline on this. The intention to meet the requirements of the grant are to have these adopted by the end of August. And so the council has only one meeting in August, and that's on the 26th, I believe. I think we can get that accomplished they are already under review, this draft by DHR. That's another key step. So even though this is just a draft version, it has been sent to DHR for review as well.

Tim Clites: You say, as well as us and the council. Do they also have?

Will Moore: The council does not have this yet. Now, I would be happy to include this for council, and it might be a good idea just to not necessarily request feedback, but they have a meeting next week. We could just include this in their packet as a link, as an information item, so that we're not walking in on the 26th and saying, here's this 150 nine-page document, approve it.

Tim Clites: Yeah, I think it would be good to do that. And then if any of them were to review and have a specific question or questions for us, we would have a chance to. I mean, I know it's a tight time frame, but they could ask that, and we could at least provide some comments or feedback.

Will Moore: I think we'd be happy to do that.

Tim Clites: In our next meeting in August before we and I'm not expecting a whole bunch of back and forth there, but I just think it wouldn't hurt to go ahead and have them see the draft. [multiple speakers]

Virginia Jenkins: [off mic] The more people that are involved in opinions [off mic] together.

Tim Clites: How does that work? [laughter] Not well, I guess they can't officially act on it until we have done our job and passed it onto them. And so that includes this meeting and our meeting in August, at which point they have their meeting in August to approve it. So it's we're not going to get too far off the road, so to speak, we're not going to get out of sorts if they at least have it to look at to know it's coming.

Right. I don't know. I'm sure they're busy with a lot of other things and would trust that we've [inaudible] let's at least have it for them available if one of them or some of them want to see it.

Will Moore: Precisely for that reason. I think the majority of members.

Tim Clites: Yeah. Yeah. I mean, if there was something that jumped out at them and they said, hey, why is this, this way, we would at least have an opportunity to field that question and give some kind of an answer before they review it in August or approve it.

Will Moore: Absolutely. And the mayor and council, I think it's fair to say they place a lot of trust in the work that you do on this. So I don't imagine that many council members other than our own representative will be going through this with a fine-tooth comb. But it's definitely a good idea to give it to them just in case there is particular interest amongst any of the members to look a little deeper in here, to see.

Punkin Lee: For our August meeting and if we meet with Estee next week to give her any input, well, then those revisions be will we have those for our August meeting?

Will Moore: That is the goal.

Punkin Lee: I mean, because that would clarify a lot that right we've gone all through it again. So what council gets should be the finished product. Just.

Will Moore: Yeah, that is the goal.

Tim Clites: So with that in mind, then maybe we could start with. Yeah, I haven't. I'll just admit, having been away until the beginning of this week and I haven't gone through it with a fine-tooth comb, but I think it is good just in kind of now that we're seeing the images in the graphics kind of in their final format. Are there any kind of overall layout or graphic things that jump out at anyone as being things we want to discuss?

Punkin Lee: I thought some of the pictures were not the best.

Will Moore: You didn't get the hard copy? [off mic]

Punkin Lee: Or ours. [laughter] But there's a whole line on one thing that has.

Virginia Jenkins: Towards the back, right?

Punkin Lee: Nine point two those. I'm like, where are these? They're not here.

Will Moore: Okay where are we here?

Punkin Lee: Second page of nine. [off mic] They're not us. [off mic] I also thought the first page of nine for the signs that those signs are really not what we generally have. I mean, we approved them at [inaudible] and Mystique, but they're not what we kind of normally get.

Will Moore: OK, so that's probably not the best image for the.

Punkin Lee: And it also has a big box store. So why would you advertise a big box store when we don't really want those kind of stores? That's my opinion.

Will Moore: So the cover page for nine choose a different graphic.

Punkin Lee: Yeah.

Will Moore: And then 9.2.

Bill Anderson: Who's the big box store?

Punkin Lee: J. McLaughlin. [multiple speakers]

Will Moore: Chain maybe is a better word.

Punkin Lee: [multiple speakers] Yeah, sorry. [multiple speakers]

Will Moore: And then 9.2 we want actual signs from our town.

Punkin Lee: Yeah. I mean I think you were talking about what we like then we need to have what we like.

Cindy Pearson: And you go to the next page 9.23 that isn't us either the golden something [multiple speakers] inlay.

Punkin Lee: Yeah.

Cindy Pearson: And 9.4.

Linda Wright: We have a lot of really beautiful signs in town they ought to be the ones that we've done. [laughter]

Tim Clites: So, then let me suggest.

Cindy Pearson: [off mic] Gotcha. Yeah.

Tim Clites: Let me suggest that.

Cindy Pearson: The 109 point. Oh, I'm sorry.

Tim Clites: No, you finish.

Cindy Pearson: The 109.4 is an example of what is not allowed. So that is OK that it's not us. [off mic]. Correct.

Tim Clites: But so as an example, 9.3, like I look at that, I hear your comments and I immediately think about like the sign at the coffee shop across from the post office, similar in content to what they're talking about, something that's 3D and sculptural. So if there are in what that we each have, as opposed to saying not, that include so we can give the Estee. But instead like we like the sign for this building, or we like for that example, because we all know the town as well as probably obviously better than the consultants who came here and they've spent a lot of time here, but they don't live here. [multiple speakers] So we would be better able to say here or there. And if we had to, one of us could go take a handful of pictures to send to them. And that would be an easy thing to do on a pretty Saturday afternoon, right?

Will Moore: Absolutely. That's exactly the kind of things we're looking for.

Tim Clites: [multiple speakers] plug this picture in here and there so that it has a little more of the flavor of because I agree with all of your comments. I do like the whole layout, like 9.2. And it's like three flips of your thumb and you're there, you know? Exactly right. It's very nice, easy to navigate. I'm assuming that the little July 21 draft will become a date so that every page is actually dated, so that should we update a page, it would be easy to track. That's a question that I [multiple speakers] related to. You know, when you have things that are easily revised, it's nice to then be able to say that's either revision two or it has a date that tracks the fact that it may be a new page in this sequence.

Will Moore: Yes. Yes.

Tim Clites: So that's one of the little details that we just do that in our work. We run into that, right? [multiple speakers] Yeah. Yes. You only [multiple speakers] updated 3 pages out of 12.

Will Moore: So you had the revision block on each page kind of thing. Yeah [multiple speakers] something like that.

Tim Clites: Someway of [multiple speakers] Document.

Will Moore: Can I throw everybody off real quick and ask you to look at page two and just let me know if your names read the way you would like them to read? If you'd prefer something to read differently, let me know. Like they have my middle initial wrong, so I just like I better ask each member if, you know [multiple speakers] threw me off too.

Tim Clites: Would you have Virginia. And then in parentheses, Margaret.

Cindy Pearson: And then Margaret parentheses Virginia. Yeah, sure. [laughter]

Tim Clites: This is fine. I would be fine without my middle initial. No one else has that. I don't normally use that.

Will Moore: OK, sure.

Tim Clites: Just for simple consistency added. I'd be fine with that. I know when it's Timothy, it means I have to try to behave.

Cindy Pearson: Behave yourself. [multiple speakers] use my real name. [multiple speakers]

Tim Clites: [inaudible] My grandmother is in the room. [laughter] [multiple speakers]

Tim Clites: OK, thanks for asking and clarifying that.

Will Moore: OK, great. Thank you.

Tim Clites: Any other overriding comments?

Cindy Pearson: I have a quick one, Tim.

Tim Clites: Yeah.

Cindy Pearson: On page 6.5, where they're showing the different stone laid in varied ways. Do we have the top one? I just don't know. That's why I'm asking.

Tim Clites: I would love, and I would volunteer myself to go get some pictures of these options in our town because we spend enough time with our town staff on our town hall trying to make sure that the

little bit of stone there is right. It'd be nice to have what we think are nice stone pictures. [off mic] Yeah, I think we change all of them out.

Cindy Pearson: OK, that's fine. [multiple speakers] Yeah. OK, thank you.

Punkin Lee: There were also a couple of pictures in here where the signs are not current, like outside the bank. It's still Middleburg Financial and the [inaudible] Bank picture is now I mean, they're not that's changed. So I mean the little details, but it's current.

Virginia Jenkins: But you also have [off mic] so.

Punkin Lee: Yeah, but they use that as like a store picture [multiple speakers]. But if we're taking current pictures, why not have.

Virginia Jenkins: I think it will [off mic] difficult [off mic]

Punkin Lee: Oh yeah. But we had the opportunity to make it as current as when it launches to be what we're seeing right now is what I was. [multiple speakers] going to change a few you might as well [multiple speakers] [off mic] the details.

Cindy Pearson: I have another Tim. On page 7.19 the building [off mic] that's not here [off mic] That's the one where [off mic] down at the bottom.

Will Moore: I'm so sorry, what was the first one?

Cindy Pearson: 7.19 [off mic] underneath with the [off mic] goose-neck lights focus on the [off mic] below. That isn't us. [multiple speakers] That isn't us. Down here isn't us. [multiple speakers]

Punkin Lee: And yeah, [multiple speakers] that's the Red Fox.

Cindy Pearson: Oh is that the Red Fox? [multiple speakers]

Linda Wright: [off mic] Yeah, that's right in the front in the Red Fox.

Cindy Pearson: And then it says the residents has [off mic] lights on either other side of the entrance at the parish house. It's not a residence.

Virginia Jenkins: But it was a residential building.

Cindy Pearson: Once upon a many year [off mic]

Tim Clites: Yeah. So that could say little edits like that we should just put them all and that's great like the former residents, right? That would be a great way to clarify its history because it is I mean; we've had some discussions about that front porch and residents. [laughter]

Will Moore: OK, great.

Tim Clites: There is it's interesting when you flip the page to the beginning of eight guidelines for awnings. And then you go through the guidelines for awnings and is it under awnings or signs that we see that little picture? You're not allowed this yet, a 9.4. So it's actually in the next section, which relates to signs, but the beginning of eight has a nice banner, dead center on the light post. And we know that that's part of that short term heritage of the town. I wonder if that should be clarified as the only place where banner signs are allowed as part of the [multiple speakers] annual streetscape. And what does it do? It announces events in the town, and it's managed by somebody who has control of that. I believe it's the town. And it'd be nice to call that out as the one exception that is allowed right. And just some way of making that clear.

Will Moore: Gotcha.

Punkin Lee: Is this a banner? [multiple speakers] Under 8.2, I meant to say awning. that's not one of ours, I don't think.

Cindy Pearson: No but it's an example of kind of what not to do.

Punkin Lee: Oh, yeah, sorry. [off mic] I wonder if the not to do photographs should have like a bold type to distinguish it, because people that go flip through this and think, oh, well it's a picture of what you can to differentiate the don't do pictures.

Linda Wright: I was wrong there. [off mic] This full picture and description on 8.2 the bottom right corner isn't very clear.

Virginia Jenkins: Yeah. I would assume it's OK.

Linda Wright: Right.

Punkin Lee: That's what I said, on the don't do pictures, maybe they need something bold, it says.

Virginia Jenkins: [off mic] But it doesn't even say on the [off mic].

Punkin Lee: Right.

Linda Wright: Yeah, good point.

Tim Clites: Actually, if you read what's on there the attachment to the brick should be made, the mortar [multiple speakers] all that [multiple speakers].

Virginia Jenkins: Well, that's just not [off mic] for me.

Tim Clites: So I'll put a note that says Margaret needs a big arrow here to make it clear. No just kidding. [laughter]

Cindy Pearson: I think we said [off mic] 9.3 that that one with a basket the golden whatever it says. [off mic] Yeah, it's not us.

Will Moore: Yeah, we had that.

Tim Clites: [off mic] It was an awesome sign, was the [off mic] [multiple speakers] I'd be OK to have that picture and the signage if we had one, even though it doesn't exist because it was [multiple speakers].

Linda Wright: Great sign [multiple speakers]. Yeah, the wine barrel one.

Punkin Lee: The Wine Cellar.

Linda Wright: The Wine cellar. [multiple speakers].

Tim Clites: A while ago.

Linda Wright: But that was a great sign. That won an award, didn't it?

Tim Clites: It did. Yeah. [multiple speakers] Detail Award.

Linda Wright: There must be one of the files of that because that was a great sign.

Will Moore: I don't know. Maybe.

Cindy Pearson: And on the 10.2 with guidelines for painting. The one where the guys are with a big columns. Are those big columns here in town?

Punkin Lee: No.

Cindy Pearson: I don't think so.

Linda Wright: Or the pseudo-Chippendale rail or whatever.

Cindy Pearson: I know it's example, but you know the other one at least, and I'm not sure the one below it.

Virginia Jenkins: This one isn't [off mic].

Cindy Pearson: Yeah, that looks more like something up in Maine. [multiple speakers]

Punkin Lee: [off mic] I think the more authentic the pictures can be throughout the better. For sure.

Will Moore: It's going to be really difficult when they are using these type in action pictures for them [multiple speakers] for us to capture something in town. [multiple speakers]

Tim Clites: It looks to me like the pictures are somewhat part of just an overall formatting. Right like we don't want white space, so we're going to put a few pictures.

Punkin Lee: Find a little better things.

Tim Clites: Make it more interesting and representative.

Will Moore: Right.

Tim Clites: Remembering a lot of people that read this are going to have no idea whether this is in town or not.

Will Moore: Correct.

Tim Clites: And, we know, because [multiple speakers].

Punkin Lee: Yeah, but they're the first ones they go to and goes the picture is here. [multiple speakers] So [multiple speakers] do it. [multiple speakers]

Cindy Pearson: So those are the new houses. On page 12.

Punkin Lee: [multiple speakers] the library.

Cindy Pearson: Yeah. 12.1 is the brick house on the right corner, bottom corner is that here?

Punkin Lee: I got a question on that one too.

Will Moore: Oh, interesting.

Virginia Jenkins: The Historic building.

Linda Wright: With the wheelchair ramp.

Punkin Lee: It's got a brick wall behind it. I mean, I don't think that's here.

Linda Wright: Something Inc. you can't hardly read what.

Virginia Jenkins: What does it say something [off mic].

Linda Wright: Yeah, I don't think that's here.

Cindy Pearson: I mean, it's a good idea. Don't get me wrong.

Danny Davis: [off mic] Four-digit address.

Will Moore: That's yeah. That's a good [multiple speakers] it's not us. Okay.

Cindy Pearson: I mean, it's a really good idea, but.

Will Moore: Well, and again, this is one that if we can't find a good graphic [multiple speakers] in town I think it's [multiple speakers].

Linda Wright: This is the only one [off mic].

Punkin Lee: If we can't find one then.

Will Moore: Yeah, for that. But yeah. We'll see what we can do there.

Punkin Lee: Also, the one on 13.4, that rooftop believe that where would that be here?

Linda Wright: [off mic] With a flat roof. [multiple speakers]

Punkin Lee: Not the elementary school. [multiple speakers] That's about the only flat roof.

Linda Wright: Solar Panels.

Cindy Pearson: And on page 14, where is that? You all might know. I just don't.

Punkin Lee: It's the red brick house take it across from the Allen's front yard. [multiple speakers]

Cindy Pearson: Looking at it the wrong way. [multiple speakers]

Punkin Lee: Yeah. Eliminated Route 50.

Cindy Pearson: Yeah.

Punkin Lee: Wow. Look at the front of that house.

Cindy Pearson: I know it looks like you're really out in the country. [off mic]

Linda Wright: Where are the shutters he's supposed to be putting up? It was for a long time.

Punkin Lee: Fifteen point two, is not here either is it? [off mic].

Will Moore: I'm sorry, what was?

Punkin Lee: Fifteen point one, I mean, excuse me. [multiple speakers] [off mic]

Tim Clites: Yeah, it might not be the best thing if we had one to put it in our guidelines.

Linda Wright: Right.

Tim Clites: Might be a tough way to make friends.

Linda Wright: Yes. That gets the idea across. [off mic]

Cindy Pearson: That could have been Mosby's Tavern one hundred years ago. Two hundred years ago.

Linda Wright: Yes. [laughter]

Tim Clites: So let's just pause for a minute though. Are there any buildings that we can think of in the last, I don't know, period of time that were vacant have been redone that we could get an old picture of and put in there? That would be a positive thing.

Will Moore: Bushrod House.

Cindy Pearson: Yeah, the Bushrod House has just been done the way that was like.

Linda Wright: Yeah.

Tim Clites: Someone living in a house that [multiple speakers] is a whole different [multiple speakers] problem. [multiple speakers]

Will Moore: It's sold. [multiple speakers] today. [multiple speakers]

Tim Clites: And the only thing that I would observe about that project is I think when we went through that, there was a siding on it, and we approved switching the original front out to Hardie. And these guidelines, we would now, as a committee, probably be taking a more measured approach to asking for restoration of the old siding. So it's not an ideal example, even though it is an example of something that was fairly deteriorated. It's not an ideal example moving forward of what we would recommend. So I think being aware of that [multiple speakers].

Danny Davis: [off mic] make it a long time Southern states. [off mic]

Linda Wright: The brick house at the end of town.

Will Moore: Yeah.

Cindy Pearson: Oh, my gosh [off mic].

Punkin Lee: Anybody ever looked at that house to see exactly what he was restoring or [off mic]

Will Moore: There's been a couple of issues and we're working through a couple of issues with the owner. But, yeah. [laughter]

Punkin Lee: Just asking.

Tim Clites: Yeah, I wondered when I saw the mortar going in whether anybody had a conversation about using [off mic] based and not [off mic]. [off mic] Well anyway, if someone thinks of something, even if it's 10 or 15 in the last 10 or 15 years. [multiple speakers]

Linda Wright: I have to drive around.

Tim Clites: That would be the only way I'd be comfortable to show them. Because you're right, we don't really have. We might have some buildings that we wished would get a fresh coat of paint, but that's not really appropriate to put them in under the guidelines for a vacant building. Actually, wait what about Asbury Church? What about Asbury Church?

Bill Anderson: It's been very vacant.

Tim Clites: It's been very vacant. The town [multiple speakers] might be. What about that, huh?

Punkin Lee: It's a good idea?

Linda Wright: Yeah, that's fine.

Danny Davis: Pre repairs and post repairs.

Tim Clites: Pre repair, post stabilization. And now at some point we'll go back and update and say this is [multiple speakers] now Sunday. It's going to be something hopefully even more [multiple speakers]

Virginia Jenkins: [off mic] somebody come in wanting to redo it? [multiple speakers]

Tim Clites: There's a process that's ongoing in the background. [off mic]

Tim Clites: [off mic] residence or something.

Punkin Lee: Right, they were going to keep [multiple speakers] front doors. [multiple speakers] Yeah.

Will Moore: So the [multiple speakers]

Cindy Pearson: Will's got an answer for you.

Tim Clites: Timeout.

Will Moore: The town has closed the RFP's, so closed the review of the proposals that were submitted, and they have elected to this point, to not move forward with any of the proposals that were submitted, including the one that the person presented to you the concept of a residence. So the town is still open to accepting proposals, but we don't have an RFP out on the street any longer.

Bill Anderson: Can you tell us why they were not accepted in general?

Will Moore: I cannot.

Bill Anderson: How many were there?

Will Moore: We had three or.

Danny Davis: So we received four, two were for residential use and Council determined that residential use was not a preferred use of the property. And then one proposal was withdrawn, and the other proposal did not meet the financial expectations for restoration. So but to be clear as well, we're maintaining an open opportunity for anyone to submit a proposal, unsolicited proposal. It would be reviewed under the same criteria. So if someone did have an interest in it and could meet the criteria, by all means, we encourage them to submit with the probably added caveat that residential uses would not be preferred or look favorably [multiple speakers]. I think it's fair to say the the history of the building and the opportunities to adaptively reuse the building for community gathering spaces and nonresidential purposes, as well as maintaining a sense of what's the right word, openness for public.

Will Moore: Yeah, it's [multiple speakers].

Virginia Jenkins: [off mic] Anybody going to [off mic] have an empty building? [off mic] there are churches in Georgetown, for example. [off mic]

Bill Anderson: Repurposed.

Virginia Jenkins: There's some [off mic] for it. They take the.

Punkin Lee: Holiness out.

Virginia Jenkins: [off mic] and you're allowed to build or something. And they've been totally appropriate.

Tim Clites: I think that's [multiple speakers]

Virginia Jenkins: [off mic] Georgetown's got a fairly substantial [off mic]

Tim Clites: Yeah, and I think that's not necessary for us to take up at the moment [multiple speakers] I think it's I think it's something we're all interested in, obviously. And so but just in the context of vacant buildings, it's a very active, prominent vacant building that really, I mean, here you can hear how interesting we all are. So and there's no I can't think of any scenario where someone would feel not comfortable with the fact that it's in our guidelines. There's a current vacant building that was vacant. It was stabilized by the town, and we could at least say that much and then keep the rest of the guidelines the way they are.

Bill Anderson: Getting back to our guidelines, though, is the property that we're talking about was it actually [off mic] to be rezoned to residential?

Will Moore: No, it's actually is a residential zone.

Bill Anderson: Then this is very appropriate, as Virginia points out, to have that in our guidelines. [off mic] We have a property that's vacant, building that zoned for residential use, but yet it's not going to be approved. So something in [off mic] [multiple speakers] the purpose of the guidelines to advise people to help provide guidelines. The guidelines should be vacant buildings just because they're zoned. I'm trying to be a devil's advocate also just because they are zoned residential and [off mic] it's residential original use. Don't count your chickens [multiple speakers].

Tim Clites: Well, there's a slight difference to this particular building in that if I already owned it and I came to get approval for making it a home and I could get through the approvals of this committee, I would be allowed to do that. In this case, what happened is because it went into a state of disrepair, the basic simple history, that recent history that I understand is that the town took it over to stabilize it. And in doing that, they took on the responsibility to try to preserve it as a historical structure, not just the exterior, but also the interior. And a significant part of the brief, the request for proposals that I read, and I was part of that review process had to do with maintaining some level of the history of the interior, which is a unique request not under our purview, but under the purview of the current owner, which happens to [off mic]. And so as a town, they're saying wait this is important enough. We're not just going to allow it to convert to a residential use because in a residential use, there are things you will have to do to that building that won't allow you to preserve it as well as they would like.

[off mic] Middleburg Museum. [off mic] purposes.

Tim Clites: Yeah, it's a unique building so we should look at the guidelines, you know, vacant buildings perhaps are vacant because of unique challenges and some of those are zoning related and some of them are related to other things. Right location, the history of the building, the recent history of the building. So. That discussion could be had at a further time.

Will Moore: Sure. [off mic]

Tim Clites: Are there any other vacant buildings in town like that over the last while that we could add to this list or something that's been restored? And I'm kind of more asking for the members that have been here maybe as long or longer, longer than me. Because even if the buildings like what was the condition of the stone building across from Sheridan McMahon before Bill put the additional on the back that was in pretty decent shape [off mic]?

Punkin Lee: [inaudible]

Tim Clites: It wasn't [multiple speakers] in disrepair? [off mic]

Will Moore: Yeah, I think for as brief of a chapter as this is, that one good example is will be more than sufficient for [multiple speakers] including good graphics.

Tim Clites: All Right. Awesome.

Will Moore: Yeah, that's a great idea.

Tim Clites: Let's move along then. But thank you all for your comments on that.

Cindy Pearson: I like it online better because the pictures are so clear and the whole thing is it's just unbelievable.

Will Moore: Well, and that's really the way we envision it working as Estee wanted to get hard copies to most of you, she was unable to get one to Bill in advance. But just, you know if you wanted to go through it, it's easier to markup. Sometimes it's easier to work through like that.

Punkin Lee: So in this in its finished product, when everybody, you know, says it's good to go, is it only going to be online?

Will Moore: We may have a bound copy or two, but the majority is going to be online. That's the way we envision it being used. One thing with the current draft version that's not in play yet, but when you go to the table of contents in there, you'll be able to just click on a chapter and it will advance you right through it. So you won't have to sit there and do what we're doing right now to get all the way to Chapter 12.
[multiple speakers]

Punkin Lee: That's what I was wondering [multiple speakers]

Will Moore: Yes. That's something that they'll add in as we get a little further along.

Linda Wright: But I must say, in general, it's an incredible document.

Punkin Lee: It is.

Linda Wright: They have done a tremendous amount [multiple speakers]

Bill Anderson: Absolutely I second that.

Linda Wright: And there's a lot of work in this and they've done a terrific job at it.

Will Moore: Okay.

Tim Clites: I do have one other question because I need the brain power of the people here. Have we moved a building? [multiple speakers] What buildings?

Punkin Lee: There's a house in here.

Tim Clites: Yeah. It could have been moved before. [multiple speakers]

Punkin Lee: There's a picture in here of the house if you go to the Millwork off of Federal the house on the corner and that used to be in Windy Hill, and it was moved by Ox into that corner.

Linda Wright: Yeah, there have been a couple.

Punkin Lee: That was actually before any of us were here. Yes. [off mic] I believe [off mic] Yeah way after that.

Linda Wright: Yeah, there have been a couple.

Punkin Lee: Right across from Nature Compose that little house there.

Will Moore: Oh, gotcha. Diagonal from Nature Compose. Okay.

Punkin Lee: It was in Windy Hill. [off mic] Yeah.

Will Moore: [inaudible] Interesting.

Tim Clites: This house. No.

Punkin Lee: That house.

Tim Clites: Was moved?

Punkin Lee: Yeah, it was in Windy Hill.

Virginia Jenkins: Which one is it?

Punkin Lee: It's on the cover.

Cindy Pearson: This one.

Punkin Lee: [off mic] I don't know. My parents remembered it.

Tim Clites: So it's [multiple speakers]

Punkin Lee: Moved by Oxen so.

Tim Clites: I thought, you said Oxen. And I heard the name of by Ox in [multiple speakers]

Punkin Lee: [multiple speakers] animals. So there was something moved.

Tim Clites: All right, well I.

Punkin Lee: Ms. Greer's house. Don't you remember when when Woodbox moved [multiple speakers] where Betsy Allen lives now. That lot where Ms. Greer moved her house up to [multiple speakers] Woodbox. Yeah. That was moved. [off mic]

Tim Clites: Well thank you. It'd be nice to have, and I don't care if they were moved seventy-five years ago. That is part of an interesting part about, you know, a place.

Virginia Jenkins: [off mic]

Punkin Lee: They tore it down. [multiple speakers] They tore it down, the people got divorced and he bought the Red Roof Inn out on the Plains Road across from Jimmy. [off mic] And, you know, the one with the [multiple speakers].

Virginia Jenkins: [off mic] Used to be part of the farm. I mean, the house. [multiple speakers]

Punkin Lee: Right. Yes.

Linda Wright: That was such a cool little building. I can't believe they tore that down. [multiple speakers]

Punkin Lee: Yeah, Taco Bell. [off mic] Yes. [off mic]

Linda Wright: Sorry. Anyway, we digress.

Tim Clites: So to [multiple speakers].

Cindy Pearson: Where you're almost to halfway and you look over and [off mic] house is what I call it. [off mic] Yeah. And it's so out of place around here. [multiple speakers] [off mic]

Virginia Jenkins: He almost did.

Tim Clites: Thank you all. So we're going we each of us individually are going to get back with any additional comments by the end of next week.

Bill Anderson: I have a comment about, and this is more of kind of getting everyone's opinion about this, because I'm not quite sure how I feel about it. If you go to Section 13, which is about energy. Let me get it [off mic] here. This. So 13. By the way, I have to say, kind of like what Linda said. I think this is just a terrific document. I mean, I read this chapter on energy or energy conservation, however you want to put it. I think they call it guidelines for energy conservation. I kind of remember back on one of the projects that have come through here, and I think energy conservation has been maybe. .001 percent of the conversation short of windows and that. And yet we we have this in our guidelines. And I think it's terrific because it does talk about what is what would really be good. But it's not something that what are we telling the user here? We're telling them just consider this. I mean, we don't talk about it here. We don't even talk about it on the town hall. [off mic] About what?

Virginia Jenkins: Insights?

Bill Anderson: Well, yeah, I know. But energy conservation, [multiple speakers] the exterior of the building has a lot to do with energy conservation, you know, and they talk about brick and all that sort of stuff. I'm just making a good point that it's not something we really talk about when they're kind of alluding to maybe there should be an audit, which is great. You know, all that stuff is terrific to do. But there's a whole chapter on that. And I'm just saying, when somebody reads this saying, this is what you want me to do. So it's kind of fuzzy to me and I'm reading it and I like the information, don't get me wrong.

Tim Clites: Yeah.

Bill Anderson: So and again, I look at the town hall and I say, you know, we will discuss, you know, that. Why? Because there's going to meet all the energy code guidelines and all that that sort of thing. Well, there are similar ones for existing buildings, too, but we don't talk about that either on, you know, exterior walls and all that sort of thing, you know, the roof and all that. So I kind of throw it out just for discussion here about how. You know does everyone think that this is applicable does it need some clarification? All the other chapters are very well pointed at a specific guideline. And this is kind of you know anyway.

Virginia Jenkins: [off mic] make a really good point, because [off mic] have Julie address it. [off mic] tell people you know, what kind of energy conservation should use. I mean, and can you tell them, no, you can't do it because [off mic].

Bill Anderson: They have their existing building codes that give requirements for energy.

Virginia Jenkins: But that's the building code [off mic].

Bill Anderson: No, but it's this we're dealing with the same often the same information. The building has an exterior X and, you know, it has a certain capabilities. And they're alluding to the fact maybe auditing of the envelope should be done. It's informational. But then again, if it's informational, why are we talking about other items that are just informational, too? I mean.

Punkin Lee: Plus when you flip over to 13.3 Guidelines as kind of suggestions for better energy conservation.

Bill Anderson: Which is great.

Punkin Lee: Which is great.

Linda Wright: [multiple speakers] So maybe in the appendix as [multiple speakers]. [off mic]

Punkin Lee: Right that's what I said this is kind of like [multiple speakers] it really is something to be considered rather than the whole thing, something to think about here. [multiple speakers]

Virginia Jenkins: [off mic] leave it in there and still not address it.

Will Moore: Well so there are if I may. There is a disclaimer on 13.1 that says, you know, HDRC will only review, you know, things from the exterior. But sprinkled among these guidelines, in particular, the guidelines toward the end of this chapter about solar and placement of some mechanical units. And they are very specific to what you do review. So there are things in here that aren't applicable and are just informational. You see that a lot more, a lot more with like the secretary of interior standards for rehabilitation, because when they're issuing tax credits, they're into the interior as well. So you know, I don't know, maybe we put that note in bold print. [off mic] to make it stand out or otherwise make it stand out. But I think it's good information to have as long as we're clear as to what we're looking for in your review. [multiple speakers] But this is also it's kind of a toolkit for the homeowner. So not necessarily just as it relates to them applying for something [inaudible].

Cindy Pearson: So I think that's a good idea to note it in bold. [multiple speakers].

Linda Wright: I like that. [multiple speakers] Yeah.

Will Moore: Great. Very good points.

Tim Clites: The thing that jumped out at me about that section was, yeah, these are all guidelines. This has seemed more informational than a system that we regularly look at. But then I looked at this little diagram of the house and I remember the last time I sat on this committee reviewing a home that had historic single pane windows and the applicant wanted them to take them all out and replace them. And they were some of the most charming windows in the town. And this gives us some sense of, well, if that's generally in an old structure, 10 to 15 percent of the energy loss, there's a lot of other things you could do at a lot better cost benefit. So for me, this also gives us some way to help an applicant steer the conversation to things if they are very interested in energy consumption. Right in another I mean, that was my quick takeaway on that little image. Right like, have you insulated the attic yet? Have you looked at your exterior wall assembly or are there other things you could do before saying, well, in order to really afford to heat and cool this house, I have to take these historic windows out with the beautiful wavy glass and put in a new [inaudible] window?

Punkin Lee: Maybe a set of guidelines it should be general guidelines for energy, which is just kind of [multiple speakers].

Tim Clites: Information guidelines.

Punkin Lee: Informational something that is. [multiple speakers]

Tim Clites: Just kind of caveated where it's not it isn't really a focus of our work.

Punkin Lee: Right.

Will Moore: But there are some guidelines in there that are solar as well.

Tim Clites: The solar has to be non-visible or we're not going to approve it. But there are. So the guidelines are basically what right make sure we don't see it and then we can't say anything about it. Anyway we might change that. [off mic] And why don't we ask Frazier what they think is an appropriate way to label that section?

Will Moore: Sure.

Tim Clites: Maybe it's just in the labeling. Thank you, Bill. Any other other comments for the group.

Cindy Pearson: I like the glossary. That's good, helpful. The glossary however you say it the glossary giving me the definition of some of the words you all have been using. I'm going, huh?

Bill Anderson: I think the best part of this thing is when you open the guidelines document is when you open it up and it clearly states what its intentions are, you know what it's all about. So [off mic] read the first page or two, so you'll understand, you know, [multiple speakers] for people that will say, oh, we have a design guidelines.

Virginia Jenkins: [off mic] so nice. It's going to be so much clearer.

Linda Wright: This has evolved a long way.

Bill Anderson: [off mic] You guys have done a great job of pulling it all together.

Will Moore: OK, I think that gives us a lot to start on and I'll pass on these sort of comments to Frazier tomorrow, but in the meantime, maybe start looking at your schedules for next week and you could proactively send a message to us as to your availability. So maybe just email to Estee and myself. And that way when she's here. She is back Monday, isn't she? [multiple speakers]. But it will any [multiple speakers].

Tim Clites: Anybody that has more. And if you have more comments [multiple speakers]

Will Moore: If you want to, I would ask that each of you send her a message anyway, even if it's just I've already said what, I don't have anything additional to add that's helpful. That way we know. [multiple speakers]

Tim Clites: Check all of us off the list. She's touching base and she feels good about sending it.

Will Moore: Correct.

Tim Clites: That's a good one.

Bill Anderson: [off mic] day?

Punkin Lee: [multiple speakers] Friday.

Will Moore: If possible.

Virginia Jenkins: She comes back on Monday.

Will Moore: I think that's correct.

Danny Davis: Yes.

Will Moore: Double check.

Danny Davis: She's here except for one Wednesday.

Will Moore: OK, so Wednesday is not.

Tim Clites: All right, our next order of business is my adjournment, but before we do that, the meeting quorum for August 5th.

Cindy Pearson: I'm not here.

Tim Clites: You're not here, OK? [off mic] Let's see.

Linda Wright: I should be here. [multiple speakers]

Tim Clites: Sounds like we'll have enough for a quorum, so with that, thank you all for your time. If there's no other business, we will adjourn.

Will Moore: Thank you very much [multiple speakers]

Tim Clites: Thank you.