



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



**Thursday, April 7, 2022
PENDING APPROVAL**

The regular meeting of the Historic District Review Committee was held on Thursday, April 7, 2022, in the Town Hall Council Chambers. Chair Clites called the meeting to order at 5:30 p.m. Town Clerk North called the roll.

PRESENT: Tim Clites, Chair
Punkin Lee, Vice Chair
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, Planning & Project Associate

ABSENT: William Anderson (unexcused)
Virginia Jenkins (excused)

Approval of Minutes

Vice Chair Lee moved, seconded by Committee Member Littleton, that the Historic District Review Committee approve the March 3, 2022 Regular Meeting Minutes.

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

New Business

COA 22-04: Patio, pool & pool house – 308 East Marshall Street

Planning & Project Associate LaClare reviewed the application. She reminded the Committee that the rear exterior of the house was demolished and rebuilt a couple of years ago. Ms. LaClare advised that the pool house was proposed to be a u-shaped building, which would be constructed of Hardie plank siding and have a standing seam metal roof.

Chair Clites reminded the Committee members that they could not comment on the pool or the patio, as they were not raised structures.

Filipe Valdes, the general contractor, and Christopher Chenen, the owner, appeared before the Committee representing the application.

In response to an inquiry from the Committee regarding the ability of the neighbors to look into the pool area, Mr. Chenen advised that in the future, he would like to install some raised planting beds with landscaping at the back of the yard. He explained that the pool and pool house would be in the middle of the lot, with the pool house creating a more intimate setting for the pool area.

In response to an inquiry from the Committee regarding the need for fencing to secure the pool, Mr. Valdes advised that they planned to construct an aluminum fence at the driveway. Mr. Chenen noted that there were four or five types of fencing surrounding the property and advised that they wanted to add fencing that would be consistent with one of those.

The Committee noted that the building would be eighteen inches above the grade of the property. They inquired as to how the foundation would be finished. Mr. Chenen advised that it would be consistent with the side of the home.

The Committee noted that they would normally see the details of the proposed structure. They opined that if they matched the details of the house, this would probably be acceptable. The Committee advised that if they were not going to ask for specific details, the application needed to specifically identify which piece of the existing home the pool house would match. The members suggested the pool house not be grander than the house itself.

In response to an inquiry from the Committee, Mr. Valdes advised that there would be two sconces on the pool house. Mr. Chenen advised that they would be in keeping with those on the house; however, they would be larger. The Committee noted the need for the applicant to return with details regarding the light fixtures.

Planning & Project Associate LaClare noted that she was not provided information on all the items that were now being discussed, including the fence. She suggested Messrs. Valdes and Chenen review the Historic District Guidelines and explained that it would help them understand what was needed for the HDRC to consider their application.

In response to an inquiry from Mr. Chenen as to whether it would be acceptable if the pool house design was in keeping with the house design, Chair Clites opined that this would be a nice way to approach the project. He noted that the Committee would still need to review the application. He advised that as to the fence, the applicant needed to consider any safety regulations that were in place, which would rule out some of the fence styles.

In response to an inquiry from Mr. Chenen as to who owned the white picket fence, which needed to be raised, Chair Clites suggested he discuss that with his neighbor.

Chair Clites suggested to Mr. Chenen that the colors and materials of the pool house match the house, including those for the roof. He noted that the standing seam metal roof must contain a crimped seam at the ridge line. Mr. Clites noted the need to clarify whether the gutters and downspouts on the pool house would match those on the house and advised that the Committee needed information on their style and color.

In response to an inquiry from the Committee as to whether the exterior shower glass frame would be dark, Mr. Chenen confirmed it would be black.

In response to an inquiry from the Committee, Mr. Valdes confirmed there would be black iron railing on the stairs. The Committee noted the need to see the details of the railing. They also noted that they needed to see the details on the siding. Mr. Valdes displayed a sample of the Hardie plank siding in the proposed color.

The Committee questioned why larger lights were being proposed on the pool house than were on the house. They needed the need to see the proposed light details.

Planning & Project Associate LaClare advised the Committee that she would work with the applicant to secure information on the proposed lighting, fence, gutter, downspouts, and railing. She advised Messrs. Valdes and Chenen that she would be happy to meet with them to explain what information was needed.

Deputy Town Manager Moore advised the Committee that if they were comfortable doing so, they could act on the application, with the applicant filing a separate one for the additional items that were not included in it. The Committee agreed to grant a conditional approval.

Committee Member Littleton moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve COA 22-04, a request of Felipe Valdes of ArtisanShip, Inc. for a patio, pool and pool house at 308 East Marshall Street, for Phase I so the applicant could start building, with the applicant to return with specific details regarding the lighting, fence, railing, gutters and downspouts, with the details to mimic the original house.

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

No – N/A

Abstain – N/A

Absent – Committee Members Anderson and Jenkins

(Chair Clites only votes in the case of a tie.)

COA 22-05 (S 22-02): Two freestanding signs – 10 West Marshall Street – Middleburg Town Hall

Deputy Town Manager Moore reported that the request was for two freestanding signs associated with the new Town Hall, with the Phase I sign being installed on Pendleton Street and the Phase II sign being installed on Marshall Street. He noted that the latter was a two-sided sign; with, both signs otherwise matching. Mr. Moore advised that the Pendleton Street sign would be installed diagonal to the street and the Marshall Street sign would be installed perpendicular to it. He noted that the design, prepared by Quail Run Signs, utilized the Dover White color, which was the building accent color, and dark green and gold colors, which were from the Town’s branding design and would match the new wayfinding signs. Mr. Moore noted that the other lettering would match the building’s main color. In response to an inquiry from the Committee, he confirmed the signs would not be lit.

The Committee expressed concern that the columns were too modern and did not reflect the feel of Middleburg. They asked that they be changed to something simpler, smaller and a darker color so they would disappear. The Committee also suggested there be a stone base. They agreed they liked the sign panel itself, including the lettering. The Committee opined that the sign was too large. They asked whether they could visit the site.

Town Clerk North confirmed they could stand on the road, outside of the construction fencing, beside the proposed location on Pendleton Street.

Chair Clites suggested the members look at the proposed location between now and the next meeting. He offered his assistance as the Town worked on a revised design.

Chair Clites moved, seconded by Committee Member Wright, that the Historic District Review Committee table the application.

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

COA 22-03 (S 22-01): Projecting Sign – 111 East Washington Street – Ship Shape Consulting, LLC

It was noted that no one was present to represent the application. The Committee agreed they liked the design.

Vice Chair Lee moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 22-03 (S 22-01), a request of Robert Wagner for a projecting sign at 111 East Washington Street – Ship Shape Consulting, LLC.

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

Discussion Items

Pre-Application Review: Request for Lighting – King Street Oyster Bar

Ward Myers, General Manager of the King Street Oyster Bar, explained that they would like to install four light fixtures on the side of the building so light could shine on their patio tables. He provided a sketch showing their proposed location. Mr. Myers advised that they would not be on the entire night. In response to an inquiry from the Committee, he confirmed the lights would be installed by the tops of the windows. He explained that they were being proposed for safety reasons and noted that the sidewalk in this area was uneven. In response to a suggestion from the Committee that better lighting be installed under the umbrellas, Mr. Myers explained that it would not provide enough light to illuminate the sidewalk.

The Committee expressed concern that the lights could provide too much light. They suggested they needed to be soft.

Planning & Project Associate LaClare advised the Committee that the lights were dimmable. She further advised that the proposed fixture projected the light downward and was dark-sky compliant.

Chair Clites noted that a formal application would be submitted next month. He suggested that in the meantime, the members visit the site after dark. Mr. Clites noted that the higher they were installed, the brighter the light needed to be to light the sidewalk.

In response to an inquiry from the Committee related to the wiring, Mr. Myers confirmed they would have to drill through the building. Chair Clites suggested in that case, there was a need to get the location of the lights right the first time. He noted that if the fixtures were too low, the light would only shine on the top of the umbrellas.

HDRC Awards Program

Planning & Project Associate LaClare reminded the Committee that during their discussion last month, they agreed to establish a Legacy Award, which would be given annually to one person/building/structure that the Committee wished to bring attention to, and HDRC Design Awards, which would be given at the Committee's discretion. She noted that she provided the members with a list of the applications they reviewed over the past three years. Ms. LaClare advised that if the Committee wished to present the awards next month, as a part of Historic Preservation Month, they needed to make a decision on who would receive the awards at this meeting. She suggested they could also delay action if they felt they needed more time.

The Committee noted that in the future, they would start the process of deciding who should receive an award in February. They discussed whether they should wait until next year to give them; however, they noted that a lot of the applications would come off the list as they would then be more than three years old. The Committee agreed they wanted to give awards this year. It was suggested that the members email their top three choices to Planning & Project Associate LaClare so she could consolidate them into one listing for their review and vote during next month's meeting. The Committee reviewed the criteria for each award.

In response to an inquiry as to what the awards themselves would entail, Town Clerk North displayed a wooden plaque and suggested that be used for the Legacy Award since it was the more prestigious of the two. She also displayed a sample certificate holder and suggested that be used for the Design Awards. The Committee agreed with these recommendations. They asked that draft language for the certificates be sent to them for their review and discussion at the next meeting.

Joint Architectural Review Board Awards 2022

Planning & Project Associate LaClare reminded the Committee that one or two volunteers were needed to serve on the Joint Architectural Review Board. She noted that they were also looking for suggested locations to hold the annual awards banquet.

After some discussion, the Committee agreed it would be nice if the members took turns serving on the board so everyone would be familiar with it. Chair Clites and Vice Chair Lee volunteered to serve this year.

Quorum – May Meeting

Those members who were present advised that they would be present for the May 5th meeting.

There being no further business, the meeting was adjourned at 7:00 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – April 7, 2022

(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: Now, since all of us are here, we'll go ahead and bring the meeting to order. This is the Thursday, April the 7th, 2022 Middleburg Historic District Review Committee Meeting. First order of business is a roll call.

Rhonda North: Chair Clites.

Tim Clites: Here.

Rhonda North: Vice Chair Lee.

Punkin Lee: Here.

Rhonda North: Committee Member Anderson is absent. Committee Member Jenkins is absent. Committee Member Littleton.

Margaret Littleton: Here.

Rhonda North: Committee Member Wright.

Linda Wright: Here.

Rhonda North: Council Member Pearson.

Cindy Pearson: Here.

Tim Clites: Thank you. Next order of business is public comments. If you're here this evening to go over something on our docket, we'll get to you in the order that it's on the docket. But if anyone's here, just for general public comments, we'll pause for a moment. Do we have anyone online Rhonda?

Rhonda North: We do not, Mr. Chair.

Tim Clites: Thank you. And seeing no public comments. We will go to the next order of business which is approval of the meeting minutes from our March 3, 2022 regular meeting. And if I'll just pause for a moment for any comments or corrections, otherwise we'll take a motion.

Punkin Lee: I make a motion we approve the March 3rd, 2022 regular meeting minutes.

Margaret Littleton: Second.

Rhonda North: Vice Chair Lee.

Punkin Lee: 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: Thank you all and thank you for the notes. Next action item is new business COA 22-03 S22-01 request of Robert Wagner for projecting sign at 111 East Washington Street Ship Shape Consulting. If the applicant or the sign person are not here, do we want to skip and come back to that? Is that okay with everyone that way? For the folks that are here, we'll keep moving. So let's jump to the next item. COA 22-04 request of Felipe Valdes of Artisanhip Inc for a patio, pool, and pool house at 308 East Marshall Street. And if the applicant is here, you can come forward and any of you that wish to and state your name and whether you're the owner or representing the owner. And then we'll let Estee walk us through the application.

Felipe Valdes: Okay. Good afternoon. My name is Felipe Valdez. I'm going to be with your approval the general contractor for the project in 308 East Marshall Street. [off mic] Thank you.

Estee LaClare: Yes. So good evening to your clients and thank you very much. And we've been appreciating all the different emails we've sent back and forth. I wrote up the report and we have got some extensive pictures and elevation drawings and renderings. I'm not sure if he has more materials that you were going to bring with you this evening.

Felipe Valdes: No, I have a piece of siding.

Estee LaClare: Just to say the request is for an extensive alterations to the backyard of 308 East Marshall. And if you remember, that's the property that basically was the demo and rebuild a couple of years ago. And the backyard is a very, very long backyard. And the applicant is proposing a 450 square foot blue flagstone patio on [inaudible] inch concrete pad and ten wide by ten long and five deep in-ground swimming pool and 22 wide and 15 long structure with the metal roof containing two four by 15 storage units with a covered porch and a large glass window connecting both the storage units together. So that would be the connecting feature. Kind of like a U-shape, is the impression I received from reviewing the plans. Do you have anything further you would like to discuss?

Felipe Valdes: No, I don't.

Estee LaClare: The different materials. If you had an opportunity to review it. He's just they are talking about replacing or building it and using the Hardy Plank which we've used before, along with doing a metal seam roof on the structure. And he did include some pictures, I believe, for you to look over and review.

Tim Clites: So I'll start with just with a point of clarification. I guess as a committee we could talk about individual pieces first. I think there's some pieces that have either minimal of our review, like I don't know how much an in-ground pool may be Will can help us, how much we really are able to comment on if it meets the zoning setbacks. It's not a structure that's above ground or that we see. It's nice to know where it is. Am I missing anything there Will? No. And so and the patio also is nice for us to be aware of. I think I'll comment and say I think the Bluestone Flagstone is perfectly acceptable and in keeping with what we have around town. But again, because it's not an elevated structure, I don't know that there's a whole lot that we would add to that. I just want to make sure that committee we are all on the same page. So I think our focus for this application is the structure that is I would describe it as being beyond

those two things, the patio being at the back of the house. If everyone understands the site plans and the drawings of the package, which is the what is the term, the shed structure, that's [inaudible].

Felipe Valdes: The storage unit.

Tim Clites: And there's a lot of information in front of us. So as we go around the room, the maybe as you're looking at the drawing, you could if you're referring to a drawing or an image you could refer to as I scroll on my computer, I have a page number. So on page 12 of 11 of 27 right now, if you see that in your upper left corner and then we'll call out the sheet number for anybody that's listening and for the applicant as well.

Tim Clites: So, Margaret, maybe I'll start at your side of the room. If you're not ready, you can go ahead and scroll through a minute longer.

Margaret Littleton: Why. The width of the plot. You didn't want to make the 24-foot structure.

Estee LaClare: 22 by 15.

Margaret Littleton: [inaudible] the end of it, not the front of it to me. The way you're putting it.

Felipe Valdes: The [inaudible] have the plat there. You should have the plat. The location of the fixtures on the plat. That one.

Margaret Littleton: Yes, I see that. Yeah.

Felipe Valdes: So we are taking care of the setbacks, of course.

Margaret Littleton: Well, maybe you are. I was. I mistaken that you are doing 20. It's a rectangle. And what I was looking at. I thought you were looking. It was aiming to the end, the 15 foot rather than the 22. So I like what you did. Yeah, I think it's fine. As long as the neighbor. Are you right on the line? The fence line?

Felipe Valdes: Yeah. We'll have extra feet with the setbacks you mean. We have an extra feet with the neighbor.

Margaret Littleton: Good. Okay. That's not much of a comment, but it's the best I can do.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: The window is on the backside, right?

Felipe Valdes: Yes. It is.

Punkin Lee: I mean, the yard goes pretty long beyond the back. So what is the screening going to be for the people that are? I was just curious in the Steeplechase Run who are upstairs and looking in your glass while you all are taking a dip in the pool? Because that thing the yard sits so out there. I was curious about that.

Felipe Valdes: It's going to be on top of the [inaudible] that is going to be behind concrete [inaudible] wall. And on top of that, that is going to be 18 inches tall. And then we go with the glass. The glass all the way across.

Punkin Lee: Right. But what's going to screen the backside of this structure from the other?

Felipe Valdes: Yes. Yes. [inaudible] after the fact. Yes. Some landscaping. [inaudible]. Not in this project right now, but there is a lot of like 140 feet from the end of the of the structure to the fence on the back of the house.

Punkin Lee: Right. But it's just. [off mic]

Rhonda North: And could you please state your name?

Chris Chenen: Sure. My name is Chris Chenen. My wife and I, Kim, bought 308 East Marshall. And we're happy to be there. No, our plan is, and I think your question was, what are we going to do behind it? Because there is so much lot left we'd like to do raised ground planters at some point and grow a garden, but there will be landscaping behind it at some point when we can afford that. That's our plan.

Punkin Lee: Because it does just kind of sit out there now.

Chris Chenen: Yes, it will be. It will almost be in the middle of the yard. That's correct. That's correct. So it'll make it a more intimate setting for the pool area, and then we'll have the rest of the yard where we'd like to have gardens.

Punkin Lee: Nice. Thank you.

Chris Chenen: Thank you.

Tim Clites: Thank you. Welcome to town.

Chris Chenen: Thank you very much.

Tim Clites: Linda.

Linda Wright: What about pool fencing? How is that going to connect to the building or not or what kind of fence will that be.

Felipe Valdes: The idea is going to be at the end of the construction of the pool there is a fence today between the I mean, with the neighbors. So we have the we're going to have the aluminum fence covering, blocking the entrance from the driveway. And I know the other side of the house now is going to be enclosed in the pool and the the storage unit, too. So we're going to be protected completely from the front of the house [inaudible] the driveway closing all the way across the [inaudible] porch.

Linda Wright: So it connects to the back of the building.

Chris Chenen: Yes. And there's right now, I think on the property, there's four or five different types of fences currently. So, I mean, we're open to suggestions. I think we were probably what we had. We'll probably be consistent with one of them. But yeah, there's lots of different fences on our property currently. [off mic] Yes, exactly.

Tim Clites: Thank you, Linda. Cindy.

Cindy Pearson: I don't think you have any questions at this point. [off mic]

Tim Clites: You if you want to comment. Thank you. I guess my my first question is just to understand, if you've looked at the grade enough so it looks like from the photos, it looks like the swimming pool, if it's on grade, the grade continues to drop fairly quickly towards the rear of the lot. So you mentioned the

little building. Is it on the how would I describe let's see. I would describe that as being the north. And the far end is that the 18 inches where you're expecting it will be out of grade by about 18 inches then?

Felipe Valdes: From grade?

Tim Clites: From grade.

Felipe Valdes: Yes.

Chris Chenen: While the pool house is where it is to. Right, because [inaudible] retaining wall, everything from the house to the pool house is flat.

Felipe Valdes: It's going to be flat. Yes. We're going to put at the end of the construction retaining wall and is 18 inches from grade to support the glass panel.

Tim Clites: And but that I'm just I'm going to go look at one of these elevations to make sure I understand it. So that 18 inches is when we look at the elevations, they're drawn as if that little building is sitting on a perfectly level plane that's going to be below that plane. So there's going to be 18 more inches of foundation. Is that right. Yeah. Okay. So the glass will look like it's sitting on an 18-inch wall, which is actually the base of the.

Felipe Valdes: Yes, absolutely right. Yes, sir.

Tim Clites: And so what is that? What are your plans for what the finish of that wall will be?

Felipe Valdes: The structure you mean or the wall?

Tim Clites: The wall. But like the foundation.

Felipe Valdes: That is going to be covered with some landscaping, plants behind the wall.

Chris Chenen: We're going to make it the same as the side of the home currently. If you look at this current currently the side of the home, it's like.

Felipe Valdes: So that.

Tim Clites: [inaudible] foundation.

Chris Chenen: It'll be consistent with the current house as will the siding and the roof and everything.

Tim Clites: Yeah. So that was, I mean really my own. It's a fairly simple structure. My only question because there's not kind of what I would describe as the normal level of detail that we see even on a little shed structure. So as an architect, when I look at this, I look at that, I look at the soffit or the the fascia board and and my eyes say, well, you know, it looks like it would be significantly bigger than although I look at the pictures and think if you match the size of the details on the house, I think it's that seems appropriately detailed to me.

Felipe Valdes: It's going to be matching that.

Tim Clites: So. Does everyone understand what I'm describing when I say that? Right. And for people that don't look at drawings all the time, you may that may not jump out as being, you know, like it's a fairly simple drawing. Right. And so whether it's the overhang of the of the rake on the gable ends or the soffit as it comes along the front and back, if those match the house, I think it's probably an acceptable

proportion of dimension. I don't know if anyone feels the need to on a bigger project. And I think when we reviewed the home, we actually asked for details for that. So if we're not going to ask for details, I think we would want to be specific about which piece of the existing home we're going to match so that there's not a question.

Punkin Lee: I would think matching the details of the house would be high on the list because you don't want this little structure to look grander, bigger, or overtaking the house.

Felipe Valdes: Correct.

Punkin Lee: It needs to ratchet down instead of ratchet.

Tim Clites: Yeah. I think maybe the easiest way for trying to keep it. Yeah. Is to do that match the house corner boards, rake, soffits, overhangs, siding, trim around the window. But again, these drawings don't really show any of that. And we're used to as a committee reviewing even on a little structure, kind of that level of detail. Is there going to be any lighting on the outside that would be visible?

Felipe Valdes: On the front of the structure we're going to have a two sconces at the front.

Tim Clites: So what you want to well, need to and we'll want to you want to bring those back as part of a follow up to the application. We do review lighting in the town has a lighting ordinance around kind of how the. That was part of the review for the home when it was renovated as well.

Chris Chenen: Can I ask a quick question on that?

Tim Clites: Sure.

Chris Chenen: My wife will interject if I'm wrong here because I could be.

Tim Clites: I hope so.

Chris Chenen: But I think that the lighting will be in keeping with what we have now on the house. As far as color and style, it just may be a little bit larger. I think the ones we have now are smaller and then we might just go a little bit bigger. So do and we're happy to present those to you. But do you foresee any issues with that if we were keeping it all within the same style?

Tim Clites: Thank you.

Estee LaClare: They actually do need to see that. And [inaudible] I met with Mr. Felipe here. We talked about trying to get all the materials present. And I know he tried his best to give things, but we did not know about fencing. You and I had not discussed that. And that is something else they actually need to review what kind of fence will be installed. So that's in the parameters, especially if it's going to be adjoining that because we don't have any of those pictures in this application as well. So we would need pictures of that, the coloring of the fence, those different facets. That's all in their purview if you would like. I don't know if he told you, but I definitely brought this up to him. These are our new design guidelines and they're updated recently, very detailed. And they can kind of help you go through the process a little bit with a better understanding, because I know it can be complicated and if I didn't do this as part of my job, I wouldn't know the procedure either. And that's why we are happy to meet with people and help walk them through the process. And our committee members are very knowledgeable and oftentimes give very good advice too about different structures and materials that can be used.

Chris Chenen: That's great, and that's all that would be helpful. We appreciate that. Is it fair to assume that if we keep it consistent with what we have on the House currently, we'll be fine because this is all going through the process already.

Tim Clites: I think that's a nice way to approach it. The rear of the house in particular is completely new and although that was reviewed, that is at a different standard than we would look at, say, an older structure. Authentic structure. So I think I think you probably can't go wrong there, but we still you know, we still like to take the time. And I think so, too. And I'm glad you brought the fencing up again, because one of the things you'll want to make sure in the fence style that you pick and if you've got four styles, we're probably not going to have a preference. Maybe just don't bring a fifth one. But but yeah, within the style, there will be a requirement for zoning for the height of that fence to make it safe for the pool. And that's kind of like a well, of course, but that may rule out some of the fencing that's currently in place that may not be tall enough or some of the styles just because they won't meet that requirement.

Chris Chenen: Do you know who owns the white picket fence between us and 306A, B, C and D? Because that fence will need to be raised and there's different ways that we can do it. Instead of putting a whole new fence there, we can obviously just replace the white picket fence with a taller white picket. We could put white pickets on the other side of the pickets that are already there that are just taller to meet the height requirement. I'm just wondering if there's a process to go through rather than us just building a whole nother fence next to another fence. Do you know what I mean?

Tim Clites: I do. And off the top of my head, I couldn't tell you. We might be able to go back and look and see if that fence was added. As I don't remember it as part of the previous.

Chris Chenen: I heard that they used to cut through from the townhouses through our yard, up through. So I'm guessing that white picket fence wasn't there in its entirety before our home was built or renovated. So I'm guessing some of it at least is new, which would make me think it's ours. But I'm not. I would like to be sure before I start having Felipe knock things down. Yeah, we wouldn't do that.

Estee LaClare: I'm sorry.

Cindy Pearson: Can you help him with that?

Estee LaClare: We can look through it. I apologize because I've got my meeting information up and I don't have [off mic]

Chris Chenen: Oh, that's fine.

Tim Clites: Yeah. I'll just say sometimes as having been a newcomer in town once myself, the easiest thing to do is ask the neighbor because they probably know. And or they will, you know, open up a conversation around. That's fine. You know, we don't we don't mind you changing it, whether it's ours or not kind of thing.

Chris Chenen: They may. If I had to guess, our neighbors will say we own it, and they'll say it quickly. That's why I wanted to get it from you guys before we go down that path.

Tim Clites: So I'm looking at I'm looking at the survey, the [inaudible] survey that was included in our documents and location. I guess I'm no expert to know whether that would dictate ownership, but the plat from 624 2020 suggests that that fence is almost entirely, if not entirely on [inaudible]. I would still encourage a conversation, even if it's not a pleasant one, because it's, you know, good fences make good neighbors or something like that.

Chris Chenen: It won't be unpleasant. I just it's nice to lead, at least with, you know, we understand this is our fence, but we want to see.

Tim Clites: And I might add, by looking at that plat, the plat suggests that the other fence, which used to be a split rail fence, but in the pictures, is not a split rail fence, was a couple of feet into the neighbor's property. So it may be the fence we're seeing in the left side of the rear yard picture is also [inaudible].

Chris Chenen: My understanding in talking to Mimi, our neighbor, is that the builder and her went in on it 50/50.

Tim Clites: It's probably on the lot and it's probably on the line then, which would be. Yeah, after this plat was made.

Estee LaClare: Excuse me if I can get a little bit more clarification in regards to the aluminum fencing you're talking about. I don't have any information in regards to that. So where are you thinking about doing that? Just for clarification purposes for the committee and myself? And what style?

Will Moore: We'll have to get that on separate meeting. We won't be able to [off mic].

Estee LaClare: I don't think. Thank you Will.

Tim Clites: I think. If I could ask the committee to go back. Let's go. That's is that all of the comments on the structure itself, which is the elevations, the windows I know we typically like to pause and take a look at colors and materials and yes, we're matching the house, or at least that's what the application is requesting. And that is important. Like even when you get to the metal roof where it's one of the things, we're very sensitive about, we we will need it to match, including the [inaudible] being handcrafted and not with kind of a more commercial grade standing seam metal roof is something we really don't.

Felipe Valdes: Yes.

Tim Clites: Allow and. So then I would ask the committee and I'll just go around the room again. If you go to about page 23, you start to see the images that show the siding, the corner boards. Are you planning for gutters and downspouts on the structure?

Felipe Valdes: Yes, sir.

Tim Clites: Yeah. So they would again, I would presume, but we would want to make sure it's clarified that they would match the home in terms of both the style and color. There's a picture then on page 24 of the. I assume this is the exterior glass, although it's called a shower enclosure. I guess because it's not a heated and cooled structure you're fine to use a single pane glass. And my assumption is like the picture, it would be dark. The framing would be dark. Or would it black? Or would it be white? Black. Yeah. Like the picture?

Chris Chenen: Yeah. It's aesthetic the windows.

Tim Clites: Sure.

Tim Clites: But there's times where you'll be glad you have it for the wind or whatever. So any comments from the committee and I won't pick on you each individually. I'll just pause to see if anyone and Estee, is there anything that you in your review think we should talk about that we haven't.

Estee LaClare: I don't believe so. I just will have to follow up with them and get more information and share that with the committee at a later point in time.

Tim Clites: Yes. When we're done discussing, I think we should do a kind of a little recap of what we would like to see in the final application just to kind of make it easy for everybody.

Linda Wright: I had one quick question. Is there a new railing going on either of the staircases coming out of the back of the house, or is there no railing?

Felipe Valdes: Yes, there is railing.

Linda Wright: What will that be because that's not on here either.

Felipe Valdes: It's not installed yet in the steps, but it's going to be iron railing.

Linda Wright: Iron railing. Black iron.

Chris Chenen: Coming out of the steps coming.

Linda Wright: Out of the house to the patio.

Chris Chenen: Is it but the height of the steps, is it required to have a railing?

Felipe Valdes: Yes, we have three steps. So we have to have.

Linda Wright: Just a real simple black wrought iron sort of look? [off mic]

Tim Clites: So the railing is typically is going to be required by the building code.

Felipe Valdes: Yes.

Tim Clites: And depending on the total height, it may not need a balustrade. It may just need a simple rail. You can kind of review that. But yeah, we do review railings as part of our review.

Margaret Littleton: Question, do we have to see the vinyl siding? A piece of it you said you had.

Felipe Valdes: I have. There is no vinyl. It's hardy plank. [off mic]

Linda Wright: Are there any gutter and downspouts on the building, or no?

Felipe Valdes: Yes.

Linda Wright: Did I miss? I guess.

Punkin Lee: I had just a comment. You said the lights on the new structure would be the same as on your front porch, but they would be larger. Why would they have to be larger when you've got a smaller structure? [off mic] The structures. But you said the light, the fixture was going to be larger originally. Maybe I misunderstood.

Chris Chenen: No, I think that I think it's correct. I think that if you looked at just the porch opening and the height of the porch, it would feel smaller than the pool house will feel and therefore aesthetically if you put it more proportionately, it'll be a little bit larger, but in keeping the same style.

Punkin Lee: But we will see the light fixture. I mean, we need to see the light fixture.

Chris Chenen: Yes. Yeah. I think that's probably going to be on the last, fencing, the light fixture, maybe the downspouts, even though we could just take pictures of the current ones that we have. If we haven't already.

Felipe Valdes: We have a picture.

Chris Chenen: Okay, great. And then the railing, I guess, too, right.

Felipe Valdes: It's going to be hand railing. No [inaudible].

Tim Clites: Any other comments to someone want to try to do. I was not writing down, so I want to do a summary. Estee looks like she's writing.

Estee LaClare: I will attempt to do that.

Tim Clites: Thank you. We appreciate that.

Estee LaClare: I will work with the applicants and look into getting more information about the lighting and some examples and pictures and colors and sizing as well. If it's going to be larger than what is current. Also fencing, what is going to be used and more information about that. Gutters, downspouts, and railings. So any pictures, colors. That is very helpful, especially with all the different materials that we've been trying to get more information. So that would be very helpful to go through that process with you. If you would like to set up a meeting, let me know. Will and I are happy to sit down with you all and go through the process and help you get through it.

Cindy Pearson: With the pool, would there be any other lighting other than the two that you're talking about on the building, the shed?

Felipe Valdes: No, no lighting in the pool.

Cindy Pearson: No lighting. Thank you.

Tim Clites: So we'll do we have to formally. I always forget this part when we wait till next month. Do we have to formally have a motion at all or?

Will Moore: So you have a couple of choices before you. If you are comfortable with the materials that are included within, you can take action on the application that's before you. And then they could have a separate application next month for those additional. So I'm not I'm not sure where the committee is on its comfort level with what is before you. Obviously, you would need to see fencing, lighting, and the handrails because, you know, those are planned but not included in this application. But I think the question for the committee is what is your comfort level with the application otherwise understood?

Chris Chenen: Can I say something? If it's at all possible, we would obviously love to get started and we'll act quickly to get everybody everything that they need. But if it can be done in iterations and we can start with your comfort today and then bring everything and get the rest of it done in a month, like Will said, that would be that would be great.

Tim Clites: Understood, thank you. Thank you. So that's a question for the committee. [off mic]

Punkin Lee: I think the things that have to come back to us are down the road and not grading and. You know. So I think it would work.

Tim Clites: Okay. So I think what that means then is that we would have motion and there would be Estee's list repeated in the motion as items requiring further review. And that I don't get to do.

Cindy Pearson: Come on Tim. Give it a swing there, Margaret.

Margaret Littleton: I propose that we approve the request COA 22-04 request of the Felipe Valdes of Artisanhip, Inc Patio Pool and Pool House at 308 East Marshall Street for this phase one so they can get started building and they will come back with the specifics that Estee [off mic].

Tim Clites: And I think you should.. You should state for clarity that the details are to match the existing house as it relates to rakes, trims, corner boards etc..

Margaret Littleton: And the the details will mimic the original house that is there.

Tim Clites: Thank you. Is there a second?

Margaret Littleton: Very bad. I'm sorry.

Punkin Lee: Second.

Tim Clites: Rhonda.

Rhonda North: Vice Chair Lee.

Punkin Lee: 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: Thank you all.

Felipe Valdes: Thank you very much.

Tim Clites: For working with us. Thanks for coming tonight. And again, welcome to town.

Chris Chenen: We love it so far.

Tim Clites: This thing keeps wanting to leave the page. [off mic] All right. Thank you all. The next item is COA 22-05 S22-02 Request of the town of Middleburg for two free standing signs at 10 West Marshall Street, the new town hall. And we have before us Mr. Moore, representing the applicant. This is going to get tough quick I can see.

Will Moore: Actually I'm filling in as staff on this. But if you have applicant questions, I'll invite Mr. Davis to come up.

Tim Clites: Perfect. So we don't get this opportunity much, so we're looking forward to it.

Will Moore: So I don't want to read my report in detail to you, but essentially, it's two free standing signs that we're proposing for the new town hall. One would go in with the first phase, the first phase being when the new building is being constructed, but before this building comes down. So that sign would be along the Pendleton Street entrance. The only difference between it and its partner, which would be in phase two on Marshall Street, is the Marshall Street sign would be two sided, but the dimensions, materials, colors would match exactly. So you have the design by Quail Run with all the dimensions and colors specified and then the the site plan at the very end again shows those sign locations. The, the Pendleton Street sign would be put on a diagonal relative to Pendleton Street. So you would see it as you go northbound on Pendleton. The one on Marshall Street would sit perpendicular to the street and would be two sided. So you could see it on either approach on Marshall Street. We did pick up just in terms of the colors, the the the Dover White, which serves for the columns in the background that's picked up from accent color on the building. We went with the darker green, which goes along with with our branding for the majority of the lettering. But the the lighter green the established 1787 that you see that actually is matching the color of the building itself. So that's where we're picking up that color. And the gold is from our branding as well. So that will be picked up on entrance signs that are going up with our wayfinding program this year.

Tim Clites: Awesome. Thank you. Has everyone had the chance to see the site plan at the end and understand where this is going. Yep. And then what about lighting? That's probably part of the overall site plan. I imagine.

Will Moore: We will not have lighting for the signs. It is not planned.

Tim Clites: We close at dark.

Will Moore: It will be in fairly close proximity to street lighting and parking lot lighting.

Tim Clites: So there's probably a lot of residual lighting in the area. That'll be enough to. Yeah. All right. Thank you, Margaret.

Margaret Littleton: The it doesn't have a Middleburg feel to me. The columns. I mean, you're reading established in 1787, and this looks like very modern development to me. So I would change the columns in some fashion, maybe make them real columns with with flutes or whatever you call it. It just doesn't appeal to me.

Will Moore: So if I may, we did provide column details from our building to Mr. Ralph to kind of help inform the design, but we could certainly return and discuss that design.

Margaret Littleton: I hate to be the bad guy.

Punkin Lee: I'm right behind you.

Margaret Littleton: It just doesn't have the Middleburg flavor. I mean, it's all it's straight. Middleburg is crooked. You know, do it. [multiple speakers] Or maybe brick. I don't know the [inaudible].

Rhonda North: Yeah. We have no brick associated with the building at all. I'd hate to introduce a new element.

Margaret Littleton: There's stone on the town office or town hall. So maybe these black things could be stone or brick. It's just. That's all I'm going to say.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: I'm right there with Margaret. I think it just looks too east of town. It doesn't look like Middleburg at all. You know, it's a. I think we can do better.

Will Moore: Yeah, I hear the words you're saying but not I'm not getting much direction if that helps. I did hear maybe maybe stone.

Punkin Lee: A little more simplicity I mean other towns you go to like I had to go to Warrenton yesterday they just have a nice it's a rounded top and it just says [inaudible] You know, it's simple. Okay. You think this is. Contrived. Yeah, it just doesn't. I know we're building a big building and you have to move forward, but I just don't think this is very representative of other signs we have in town that are special. This just looks like it could be anywhere. And we're not anywhere. We're here.

Will Moore: Again. I'm hearing the words you're saying, and I don't mean to be confrontational, but. Well, but.

Tim Clites: So let's finish with the rest of the committee and then we'll come back. I understand what you're saying also Will. I just.

Will Moore: Yeah, there's.

Tim Clites: They might just be getting warmed up. Yeah.

Will Moore: That's. That's fine.

Tim Clites: That's fine. Linda, what are your comments?

Linda Wright: Well I like the signs itself, the actual lettering and all of that, but I do the columns are a little sleek, whether they may be mentioned, whether they're on a stone base. And then maybe the column of the stone cap or. It's just a tough one. And I understand the new new building is much more modern and it's a little more in keeping with the style of the new town office. But it might need a little tweaking yet.

Tim Clites: Thank you, Linda. Cindy?

Cindy Pearson: Maybe just a different color on the post would make it not so jump in your face. And then if you did, maybe just a little stonework around the bottom. I don't mean if you kept it green the whole way, it wouldn't pop at you so much. But I. I do like the sign, the Middleburg part, the town hall, the police department part. Yeah. And, you know, sitting here and looking at it, I cannot visualize how big it's going to be. Is it going to be as big as the table? I don't have that vision. I'm not that. Okay.

Will Moore: So the column height is essentially my height. I'm 69 inches tall. It's 67. So that gives you gives a picture.

Cindy Pearson: Looking at it like this, it looks as big as this building to me. So you don't visualize it well, yeah. Okay. But I think if you didn't have the Dover White on the side pieces, it would kind of make the post disappear a little bit. And you wouldn't. It wouldn't be jumping out at you.

Will Moore: Would a much smaller post size be helpful? [off mic] Okay. [off mic] Not really a column, but just a rectangular post with some sort of [off mic].

Cindy Pearson: The only thing with that is you have to how much they whether we know the entrance signs, how those posts have not held up over the years, how many times they've had to be changed. I don't know how this is on. Like the life of it. So I think you'd want to think about that, too.

Punkin Lee: Well, these have a lot more places for water to catch than just something straight up and down. [off mic]

Linda Wright: Sleeves like five round sleeves for if you put a six by six in the ground, they make sleeves that go over those. Oh. Something like that could be used.

Tim Clites: So I have the easiest job here. Because I don't have to say anything. No. I like the center part of the sign but agree with kind of all the comments. As soon as we step out of that center frame, it starts to feel embellished in ways that we don't normally see around here. And particularly given the scale of it, you know, when you stand up, if Estee stands up and moves about a step towards you, that's how big this is a big sign. And so I could see a couple of things depending on how the town wants to. And it's not a sign like a business. And we hope businesses stay forever, but they don't. And there's some turnover. This is there's no turnover here. This sign is the sign, right, until it's completely worn out and we need a new one and then maybe it's replaced in kind. So I think it is an opportunity to make sure it's either. I think the columns could be a step or two simpler or there could be some more permanence to it, as in a stone base or something that I think's really simple and elegant, but something that just kind of says, this is going to be here as long as the building is going to be here. This is the new town hall. Doesn't quite do that. So. I would offer. I would be happy to help brainstorm that or someone else in the committee could volunteer to help brainstorm that if that was agreeable to the town, because it is, you know, the building we've gone through that it's under construction. So the opportunities, I mean, we all feel good about that. But this is something that I think it's a nice little opportunity to really try to make it nice and make it in-keeping so.

Punkin Lee: I think also that everything is so. There's nothing soft about this. There's a lot of square. And I think another thing. This little, large sign that's going to be on the way to Salamander. So do we need to look like Billboard when you turn in to go there and all the houses.

Will Moore: I'm not sure what what you're referring too.

Punkin Lee: Isn't this sign [multiple speakers] So if you're thinking about the neighbors, which we now have to think about for everything else, this looks like to me a very large billboard as you turn in the first little bit. And. That's just my opinion because I think we have to think of that also.

Tim Clites: And and so I am going to ask a question, is it possible, while you're under construction for us to walk out there before the next meeting and stand where this is going to be just for anybody that's interested to get a sense of the scale of it?

Will Moore: I think we can get you close.

Rhonda North: We can get you. Yeah. By the road beside it.

Cindy Pearson: [inaudible] This panel in the middle that we're talking about. 72 inches. That's six feet. Right. That's, that's Danny sideways.

Will Moore: Yeah. Could you lay across the table so they can get an idea of where [inaudible].

Cindy Pearson: Bulletin board back there is that?

Will Moore: Yeah, we can, we can mockup something.

Tim Clites: [inaudible] in this room but standing out there I think it's worth us all since we're not if we're not going to approve it tonight, let's all just see if over the next 30 days we can't individually just kind of stop by and try to get a how big is that actually going to feel? I think it's a valid point. There is a a neighbor, there is a resort there. There's a whole community that's just to the left that's going to there's going to be more signage and thinking about keeping that in scale so that we don't get the next person wanting a sign that's even.

Linda Wright: Isn't to as you come in the Salamander columns, the stone columns that just back from there.

Tim Clites: That's right.

Linda Wright: But then if you sort of came forward and maybe did this on a small, you know, not raised very high 18 inch or something stone base with a flagstone cap or something and got rid of the columns. And just make it look a little softer. [off mic] the columns are really big.

Tim Clites: I think if you stayed with columns, my sense is the green, the dark would help. Less detail would help. No base on the columns. That's like really distracting to my eye. The little the gold color with the bottom. It's just and so and then if they were still kind of a substantial column, if they're wrapped in a synthetic, that would be really durable. You can still put like a champ for a little detail to try to make that look like a big kind of old post. If you go that way and I'm not saying that's the right direction, I personally, I think the stone would be a little nicer if we could get that into the budget, but that's not something you can swing.

Danny Davis: That was that was part of the concern is as we were looking at a stone base, the significance of the structure going into the ground as well as holding it all up was much more than we were expecting or anticipating for signage like this.

Punkin Lee: We can have a fundraiser for the sign. [inaudible] I mean, you know, so everybody's got to live with it at the end of the day.

Danny Davis: So I think I'd like to take you up on the offer to maybe sit down and it can be, you know, individually, if you'd like to or let's come up with some ideas and see what that could be. I mean, I don't want to just throw out the column idea because it still might be the most functional, but at least to see how we can soften that and I want to be open to how we do this the right way and fit in for the community, because I don't want it to stand out like a sore thumb, that's for sure.

Tim Clites: And arguably, the posts are the most common in the town. Right? So. So there's nothing wrong with heading that direction if that's kind of what fits in the overall scheme. But. Okay, so any other comments from the committee? [off mic] So officially, do we need to defer anything? We'll move to.

Will Moore: A motion to table would be helpful.

Will Moore: So I'll entertain a motion to table until next month.

Linda Wright: Second.

Tim Clites: I guess I just made one. Am I allowed to make one? And Linda seconded it.

Rhonda North: Vice Chair Lee.

Punkin Lee: 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: Thank you all. [odd mix] for that. [off mic]

Rhonda North: No, those weren't the. That's not the landscaping proposal. That's just what she threw in the design.

Tim Clites: Okay, we do have another action item, which is the request COA 22-03 S 22-01 request of Robert Wagner for projecting wall sign at 111 East Washington Street Ship Shape Consulting. And it appears to me to be a fairly straightforward application to be hung on an existing bracket, on a building that's had signs there frequently. It looks like it is an acrylic sign, it says, with the printed artwork not dimensional, but painted directly on the sign. The text that says Co Working is raised and it is one-inch exterior rated plywood, which is, I guess, the product that they. That's not actually exterior rated Plywood is not what we've been using. But if they decide to paint it, I guess it's okay. Right. All right. So with that, I'll just run around the room. We'll start with Cindy this time and ask for any comments.

Cindy Pearson: I'm watching how they picked it out of the seal, the key, and the fox. [off mic] It's different. But I think it looks, you know, for that space. Okay. I don't have any comments for it.

Tim Clites: Thank you. Linda.

Linda Wright: I really like it. I think it goes with the other sign on the other side of the building. I think they'll co-habitate well on the building.

Tim Clites: Thank you. Punkin.

Punkin Lee: I think it's fine in the sign on the other corner is round. So and this has got the curve, but the flat top. So they're not mirroring each other. So I think it's fine.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I think it's fine. What sort of business is it? Do we know?

Estee LaClare: If I might add, it's a co-working space, so he wants to rent it out to people who [inaudible] they don't have an office in town. [off mic].

Tim Clites: The only thing that I must be missing it. I don't see the actual colors. I must be. [off mic] I mean, it says it's fully painted PMS 627C and I guess the other colors are well, yeah, they're brass. It's a white, it's kind of an off kind of a fawn color. [off mic] That's for the background. I guess the rest of it, we'll just trust that it's within.

Estee LaClare: I had asked for samples. He failed to give me those samples and I tried to find it. This is a printed-out kind of color. Sometimes it is the same way it is. Yeah. And actually, that's probably better than what I have.

Tim Clites: So I don't have.

Estee LaClare: He was not able to attend tonight.

Tim Clites: Yeah. It's not like it's a particularly bold or offensive color anywhere in that scheme. Seems fine to me. I just want to acknowledge it to the committee. If someone wants a specific color.

Estee LaClare: [off mic] It's a total area of 6.5 square feet, which is definitely perennial because the other one [off mic].

Tim Clites: And if there's no further comments, I would entertain a motion.

Punkin Lee: I make a motion that we approve COA 22-03 S22-01 request of Robert Wagner for a projecting sign at 111 East Washington Street. Ship Shape Consulting, LLC. [off mic]

Rhonda North: Vice Chair Lee.

Punkin Lee: 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: Thank you all. We have three discussion items. I'll pause just for a moment to ask Estee if there's anyone that is there any reason, we should change the order?

Estee LaClare: So we have the awards program and the JARB. This gentleman's from King Street Oyster Bar. And you and I had exchanged emails in regards to he would like to do a pre-application of some light installations they would like to be able to consider probably in May to put up. And I don't know if you want to move that since he just walked in. If you want to do that now or.

Tim Clites: That's kind of why. [off mic]. That's why I asked. I mean, I'd love for you to sit and listen to us chat for another hour, but. But maybe you have things to do. So if you could come up. State your name business. For the record.

Ward Brewer: It's Ward Brewer. I'm the GM at the King Street Oyster Bar here in town. So we're just trying to put lights that shine down onto the patio tables. We chose this light. We got it from your website. And I don't think that the pictures that you guys have are that great as to where they'll go. Is there somebody you want me to pass on to? So I marked on these spots where the lights would go in between the archways. There's four of them. And they'd face down onto the patio. We don't mind time constraints,

of course, because, you know, once 10:00, 11:00 hits anyway, we're not trying to leave them on all night. Some of the other exterior lightings are on time controls, so that's no problem. And there's four of them.

Tim Clites: Relative to the middle sash, the check rail of that window. Where are they? Is that [inaudible].

Ward Brewer: I think like. I think like this. I marked some Xs on this one. And another view. [off mic] Only because we thought it would. The. The line between the windows is real narrow, though. placement. We're certainly open to I mean, whatever you like.

Tim Clites: So the purpose is to light the eating dining area on the sidewalk. Yeah.

Cindy Pearson: Draw the bugs up. I mean. [laughter] Got it. Thank you.

Ward Brewer: Yeah. So out there, it's dark. At nighttime, we have those little ones that go underneath the umbrellas, and they kind of illuminate the table. You can see what you're eating, but it's more the walking. And that tree right there has a great slope. There's lots of little unevenness. We had a waitress out there. It was during the daytime, not because of this, but it made us look at it. She broke her leg out there. She slipped on one of the steps and and she all is well. But it's one of those things that just makes you look at the outdoor. So that's what brings us there. [off mic] You know, the ones that go on to the poles, they snap on. They illuminate the table. But they don't have enough battery power to really light a walkway. Other than light from above. I'm not sure. I'm not sure how else to illuminate that the walkway there.

Punkin Lee: I would think that if you put lights up, the lighting would have to be very soft because you're a major intersection with stoplights. So if you drive up and they are bright. Yeah. You I mean, you're. You can hardly see pedestrians crossing the street at night anyway.

Ward Brewer: Yeah. Yeah. A fog light, not a spotlight.

Punkin Lee: It's a blind spot off of four lights on that wall. That would be a concern.

Estee LaClare: And if I may interject. I did some research on the lighting fixtures that he sent me earlier today. And they are light that they go downward, and they are dark sky approved. So I wanted to make you aware of that.

Ward Brewer: Thank you.

Punkin Lee: Yeah, which is good. But it's [multiple speakers]

Cindy Pearson: It would have to be very soft.

Punkin Lee: Right. Because in your car, you're going to hit the light.

Estee LaClare: These are dimmable as well. I don't know if you're aware of that. With a built in LED [inaudible].

Tim Clites: So to understand this is we're going to have a formal application next month. I would encourage everyone that can between now and next month to go there. You know when it's dark and when it's light. And think about my reaction is, are they too high because the higher they are, the brighter the light has to be to get to the sidewalk. And so I think out of respect for what you're trying to do, which is, I think a good thing, I think looking at and a datum that I would use in your eyes that thicker that check rail. [inaudible].

Ward Brewer: Where the window separates.

Tim Clites: And I'm not saying align with that, but as you all walk, just look at that. And if the awnings are open, look at how high the awnings are and kind of say what's going to and then we should be able to give you some. Now when you wire it, how are you going to do that? Are you going to go from [inaudible]?

Ward Brewer: So it has to go from the inside out. I think it's on the thing. No conduit. No.

Tim Clites: Right, inside out. So all the more important for us to get it right if we're going to drill through there, we want to, you know.

Ward Brewer: Yeah, the replacement works well, too with the smaller window that runs there. There's a smaller window than three large ones. And that line is all that's that's a good line to be.

Tim Clites: But you get it too low and you're just going to shine on top of your umbrella.

Cindy Pearson: Yeah.

Tim Clites: [inaudible].

Ward Brewer: There could be movement on the tables there because there's there's separation. But you're right. I think you're right. I'll look at that while we have the time.

Tim Clites: Anybody that can [off mic].

Ward Brewer: [off mic] Well, at that time they are up, but once it gets dark, the umbrellas can certainly come down.

Cindy Pearson: But if you have, you'll still have a little light under it.

Ward Brewer: I think that once the lights are above you need to illuminate like I don't know, I guess it'll be really operation as we see, you know, the the lights the lights that we put up when the umbrellas are there would still shine down.

Cindy Pearson: I'm just thinking of me looking at a menu at night. You would still need that light.

Ward Brewer: Yeah. Yeah, you're right. So, placement and umbrellas. We have some time. I appreciate that. Yeah. [off mic] Jason's been so awesome. When we talked to him, he's just. What can I do to help? It really is maybe the best landlord that we've that we have in our company, I'll tell you. I appreciate your time. Thank you. Thank you very much.

Tim Clites: All right. Awesome. Well, thank you all for letting us push that forward a little so he can keep going. All right. Wait for Estee to get back. Everybody gets a snack break.

Rhonda North: Yeah. Help yourself. We had a strategic planning session on Monday, and that was the leftovers. [off mic] Help yourself. [off mic] No, some people didn't eat at all, and. And some barely ate. And so we ended up with a lot of leftovers. [off mic]

Tim Clites: All right. Estee is back. Back to business. HDRC awards program.

Estee LaClare: All right. So we've been contemplating this the last few months, and I appreciate Chair Clites lots of time going over this. And I've had some conversation with Punkin as well, and we discussed it at last month's meeting. We're trying to finalize how we do these different awards and the criteria, not a positive to JARB those awards are now back this year. So that's going to be another thing we'll be discussing after this topic. But essentially, as I laid it out with things to consider, after last month, I wrote up the summation unless you want me to read it verbatim. Essentially, we are going to establish a legacy award and that would be based upon a person or a building or structure that we want to bring attention to. And through the course of your voting, we will determine that and then we can move forward and I'll get an article written up and have approval and hopefully publish it in multiple locations and put it on the website and try to get it get a little more promotion out there for some of our structures and people in town who have made a critical difference over the years. And then the second one is the Middleburg Historic District Review Committee Design Awards. And that's the one that the impression I received from you all is that it's going to be kind of up to you and your discretion whether or not you give out an award for signage one year or you do a building that was a wonderful demolition and a total rehab. Those kinds of things are the ones that you wanted. At least that's how I took it from last month at your discretion to determine what you would like to award. So based upon all that information, I don't know if you had a time and an opportunity to look through the list I provided of the three years' worth of approved applications, and that was at the end of it. So basically the approved COA. [off mic] So I didn't know if you wanted if we want to give out the award in May, which is Preservation Month, we would need to come up with a decision today of if what awards you would like to do if we wanted to give the award in May. Now, that being said, we can always table this for further discussion since this is our first year developing it, I think we have the flexibility. Basically, it's up to you how you would like to handle this. I wasn't sure what the best course of action would be in the committee's opinion. I know that we are trying to get it done for May, though.

Tim Clites: I don't have an answer, but I do have a question. And let's just talk briefly process. This year may be a little different, but ultimately the process would be. Let's say, in February, Estee would say, is it. [multiple speakers]. I missed that part. Ok.

Estee LaClare: So I did include a projected timeline, which gives us a couple of months wiggle room in case we need it. Yeah, there's an inclement weather and we have to cancel a meeting. Or if there's just so many wonderful things that we're considering that the committee has leaves it at their discretion. And we need to continue the conversation and another month we have that flexibility going forward. This is the developmental year, so there could be some give or sway if we have to wait until June to give out the awards. [off mic] whatever the committee decides. But I think it's great that.

Punkin Lee: [inaudible] this thing for so long. Take the plunge and at least think of someone for the legacy to get the ball rolling and do it in May.

Tim Clites: And then I think I think next year there's a group of things on the list that won't be available to us anymore. I think we're going to get to three years we decide. And. And even if we end up voting next month in the historic the month of historic preservation, I think we can still at least get it done this year. That will give us. Yeah. I think it's important to try to do that if we can. I think that. So let's just run through. So we're going to condense we're going to condense nominations and recommendation list and voting into. That's what I mean by I mean; I know we have this process next year. We're going to start in February, but we started in February, and we've been kind of building that, which is great. And so now we're going to like for the Legacy Award, like let's start with that because I think in my mind it's a little easier, perhaps it's a little easier this year because we've already talked about some potential specifics. But for instance, in the Legacy Award, we could all email like, would this be appropriate? Each of us would email you a nomination or two, could be a building, could be a person. And and then you could say to the group, here's the list of nominations. Vote for one or vote for two. And is that is that.

Rhonda North: How do we know you all can't not take you all cannot take action through email.

Tim Clites: Got it. So we can nominate can we nominate via email.

Rhonda North: Sure you can nominate. But when it comes to voting, it needs to be in a public session.

Tim Clites: Got it. Perfect, thank you for clarifying that. Yeah, but nomination. Yeah, I'm just trying to think about how do we get ready for May so that we have a docket.

Punkin Lee: And the legacy would not be necessarily within the three-year thing because legacy.

Estee LaClare: Could be 25, could be 50.

Tim Clites: And the legacy can be a structure that hasn't come before us in as long as we can remember. It's just something, right? It's a structure that's enduring or a person that or what do we say? A structure, a person or an organization that has done a lot to write. And I think of legacy as something that has a time. It's kind of like an antique car [off mic]. So. All right. So then on Legacy, is everyone comfortable to send a suggestion? Two or three. But let's try to keep it simple so that when we get ready next month to vote and then how are we going to vote Legacy is one person place or thing. One entity. So when we get that list in your docket, you will know that next month when we vote, we will be voting for one.

Estee LaClare: What I will do. Just for clarification purposes, I will send out an email tomorrow and ask you all to send one, two or three possible nominations, and then I will consolidate them down. And I have a feeling there could be a couple that sort of people nominate the same person, if you will, or maybe a building or structure. So then I'll send it out to the committee and that way we can vote on them in May. Does that work for that?

Tim Clites: It does. And I think it would be helpful if a building was nominated by three people that you state that just so we all know what kind of information you get you were given right. That just may make the process a little easier when we get together. Just kind of say, hey, you know, now, is that is that good for legacy? Does that all make sense? Yeah. And then and then what about what about this long list. There's a lot this year now in, you know, in some years that may be.

Estee LaClare: Well, this is for the last three years. Right. So I went through them all and some came before you multiple times and I included maybe it was just signage, one was landscaping and signage. So it just differed over time. But I try to consolidate it just to one thing and put all the different components that they came before you. [off mic]

Linda Wright: And ditto to me, too.

Estee LaClare: I'll go make copies real quick. [off mic]

Tim Clites: And while you're doing that, I'll just ask the committee. Should we have the same process? I mean, next year, we're going to have more time. We're going to do this perhaps in a meeting, but we may find this process works well because it gives each of us time to just kind of walk around town with the list and, you know, think about. What that building looked like before, whatever happened and what it looks like now. And there's been some good things happening.

Linda Wright: And it's amazing how many are on there. [off mic]

Cindy Pearson: Actually, on that one picture, though, it's so dark right there. So it really might help somewhat for the people that do walk that street because as we know, some of these streets are really dark at night.

Punkin Lee: So they're missing when you get to the back door that luckily doesn't have a light over it since it's so [inaudible]. There's some loose bricks right on the curbside.

Estee LaClare: [off mic] Why do you think I bring all my paper? You're welcome. I did highlight a couple that was just my own notations.

Tim Clites: So then I think let's try let's to think one, two or three for this also. So so that we're as a group taking the time to kind of the goal, as it says, is to highlight exceptional projects. So if your list is five or six, think, well, which of those two, which two or three would rise to the top? And I think the same thing would be nice to kind of say, here's the six project signs and or whatever. And this one was nominated three times or one time or whatever. Just helps us all kind of understand.

Margaret Littleton: So this is for the architecture.

Estee LaClare: This is for the design awards?

Tim Clites: Yes. This is for anything that we've reviewed. The legacy is.

Estee LaClare: People or structures. [multiple speakers]

Tim Clites: Yeah. The recognition award is they have to have come before us and got our approval. So they're an engaged they're engaged in the process. So it really is where this all started. And then we realized, well, there are people and buildings that don't necessarily come before us that are significant. And so we describe that as the legacy. All right. Is this enough for what you need to move forward and feel like.

Cindy Pearson: You'll send us two emails, actually. Or one?

Estee LaClare: I will do, yes, I would send one email with asking for two segments of information, if you will. And then I'll consolidated down. Now what I will do prior to the meeting and when I get all your different nominations in, I will email you and let you know how many times things were nominated so that you're not blindsided when you know you'll have plenty of time to contemplate and get this information. And I do apologize, but I'm going to be out of town at the main meeting, so I will miss that. So Will will be handling that. [off mic]

Tim Clites: One other question. I would imagine this comes with some kind of one of those fancy proclamation things. Who writes that?

Rhonda North: Well, that's the that's sort of the question is what what do you want it to be like? Do you want it as a proclamation? Do you want it as a letter, a certificate? How do you want it? And then how do you want it displayed? I would suggest, at least for the legacy award, that you would probably want it on a nice plaque, since that seems to be like the more special of the whereas the others are recognitions and we could order, you know, something like this type of thing to, to slip them into.

Tim Clites: Well, my reaction is that feels right, but I think [inaudible]. [off mic]

Estee LaClare: [off mic]

Tim Clites: Actually when when the library Bill and I had the library went through that I think it was that and we'd add a little plaque and then they also made a poster with all of the projects. [multiple speakers].

Tim Clites: We still have the poster somewhere. [off mic] Could we be helpful as a committee to write that? I have an opinion, but I don't want to lead this whole thing. I don't think it wants to be one of those.

Whereas when you how do they do that? That seems so. I mean, I think for me it's about just expressing appreciation from our committee. It's a statement of gratitude, right?

Rhonda North: So almost like a certificate. Yeah. I mean, something like this, you know, certificate of award with some wording and then you fill in the blanks. Yeah. Yeah. Legacy award. [off mic] Yeah. And we can figure out some wording to go in there with the person or building name or whatever. And then probably you as the chairman would sign it. [off mic] But yeah, we could create a couple of different versions of the certificate, one for the legacy of one award and one for the just Project recognitions.

Tim Clites: Okay. And so if you have time and that can go out kind of in advance, if anybody wants to kind of comment on it. If that's an okay way to do it. That'd be great.

Punkin Lee: I mean, the legacy should probably also have something continued. I mean, they just didn't do something once. They're continuing keeping it going [inaudible] up 25 years ago. It looked good then. Still there versus acknowledgment of what some of the people in the three-year thing has done. That was pretty confusing. [multiple speakers]

Tim Clites: The legacy award is would have the. [multiple speakers] Each year, the legacy award, we would need to craft that statement to the person or [multiple speakers] little bit of a word smith around why it is this is our legacy winner for the year versus the other awards are just it would be kind of a more of a statement.

Estee LaClare: Now that makes sense. Thank you.

Tim Clites: Cool. We're on the same page. That's awesome. Thank you all. How are we doing? Did we get through the list or is there something? [multiple speakers] One more.

Estee LaClare: So, yes, this is our last item to discuss. And what essentially is they are asking for a representative or two them from your committee to go forth and be on the committee for JARB. And it's exciting. And they're looking also for venue possibilities. If you guys have any suggestions. So those are two things that they were contemplating about where to have the event, the banquet in September, along with whom you would like to represent Middleburg for the first time in six years.

Margaret Littleton: I think Virginia and Bill. [laughter] [multiple speakers]

Estee LaClare: Apparently there is essentially they're going to have a kickoff meeting mid-April and then they're going to have a decision meeting mid-May or early June. And then it would not be necessary for people to get together again until September. So it would require three additional evening commitments. [off mic] I'm assuming. Yes. I'm assuming they would.

Cindy Pearson: Not necessarily, though they might have it during the day.

Punkin Lee: I was thinking before they were during the day.

Estee LaClare: Were they during the day before?

Rhonda North: I thought they were. I mean, Pam and Bill were doing them before, but yet it sounded like they were during the day.

Estee LaClare: Oh, I don't know. I'm sorry. This is beyond my wheelhouse. I haven't the first time around on this.

Linda Wright: I'll have to find out when they are because trying to commit and not knowing when you have to go.

Estee LaClare: And they actually need us to give them the representative or both representatives by tomorrow. [off mic]

Estee LaClare: I'm going to give Virginia a pass. [off mic]

Cindy Pearson: You can tell we really like you, Virginia or we wouldn't do this to you. [off mic]

Tim Clites: Well, I think that I think this could also be something that as as a committee, everyone over time, it would actually be nice if everyone took a turn.

Cindy Pearson: That's nice.

Tim Clites: Because I think it is another way to get to the broader community, but also be more aware of the broader community. So I know I think Bill pretty much always did it. Don't know if that was perhaps because he was willing or as the chairman [off mic]

Rhonda North: He and Pam did it.

Tim Clites: I'm happy to do it. I'd love for someone else to go along and having to not do it or have it be kind of every year. We have nominate someone different. I have no idea.

Cindy Pearson: Or we have the one person stay for two years and then switch them. [off mic] Well, kind of could.

Punkin Lee: Is there any subject to change?

Cindy Pearson: Do they have a website? Do they have anything?

Estee LaClare: I hate to say that this is all the information in the email. It is. And I don't know if there's a new person with the Loudoun County government who's doing this role. And like I said, since they haven't done it in six years, the amount of information that they've dispersed to us has been limited. And I just assumed that the meetings would be at night because most of your volunteers, you need to have them after work. I did not realize they used to do them during the day, so that was unbeknownst to me. I don't know if we could nominate two people. And if one can't, the other one steps up. It might be another way to handle it. So I can give them two nominations, but also let them know we need more definitive.

Margaret Littleton: [off mic]

Estee LaClare: Once again, I don't have any of that information.

Tim Clites: [off mic]

Estee LaClare : So if there's a way that you think that you can nominate two of you, and if based upon what information I get from them about times and where the meetings are going to be held, all these different factors, variables that are necessary so people can make a commitment, with then if one person can't attend then the other one. I don't know, but I need to give them a name or two, tomorrow. I'm sorry. [off mic] All right.

Cindy Pearson: Can you be one of those people or is it. No, it's supposed to be the committee. [off mic]

Estee LaClare: No, they really haven't. Basically, all the email information I have, I wrote on my memo.

Tim Clites: I'll make it easy. I'll volunteer myself. [off mic]

Punkin Lee: I mean, if you can submit names and then be able to change them because they're going to have at 8:00 at night or something in Ashburn and [inaudible].

Estee LaClare: Nope. So I will put both of your names in, but I'm also going to inform them that we need more information about when the meetings are going to take place. What time of day and where are they taking place? [multiple speakers]

Tim Clites: Restarting it, that was probably a little like trying to kick off these awards.

Estee LaClare: Right. We want to be flexible. We want to be flexible doing that. But I also understand your concerns, too. So we'll definitely I'll get all that information from them and [multiple speakers]

Tim Clites: May 5th Meeting quorum.

Linda Wright: I should be here. Can't go anywhere in the height of the season.

Tim Clites: Oh, I have my mic off. Thank you. All right. So we'll plan to see everybody on the fifth. And we've got a little bit of homework to do before. So thank you, Estee, and Rhonda, for helping us with that. Meeting adjourned.