



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



**Thursday, February 2, 2023
PENDING APPROVAL**

The regular meeting of the Historic District Review Committee was held on Thursday, February 2, 2023, 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
William Anderson
Virginia Jenkins
Margaret Littleton
Cindy C. Pearson, Council Representative

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

ABSENT: Linda Wright (excused)

Approval of Minutes

Committee Member Jenkins moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve the January 9, 2023 Regular Meeting Minutes as submitted.

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

Old Business

COA-RS 22-10: New single-family dwelling – 800 Old Saddle Drive (Middleburg Residences Lot 49)

Deputy Town Manager Moore reported that this application was the first one for a home in The Stables neighborhood and advised that the design was for a hybrid version of that model. He reminded the members that they discussed the application during their last meeting, with the only concerns raised being related to the left elevation. Mr. Moore reported that Ms. Yahn submitted a revised elevation based on the suggestions from the Committee.

Gretchen Yahn appeared before the Committee representing the application. She advised that she made the fascia scenario more like the others the Committee had approved and beefed up the window sill. Ms. Yahn noted that the shutter hardware would be visible when the shutters were closed. She advised that the drawing now showed the gutters and downspouts.

The Committee agreed the proposed changes were a visual improvement and gave the elevation some personality.

In response to an inquiry, Ms. Yahn confirmed she would return with the details for the garage.

Committee Member Anderson moved, seconded by Committee Member Jenkins, that the Historic District Review Committee approve COA-RS 22-10 based on the revised submission as presented.

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

No – N/A

Abstain – N/A

Absent – Committee Member Wright

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

New Business

COA 22-02: Repaint Exterior Building Façade & Replace Outside Light Fixtures – 13 E. Washington Street – Atelier Design & Décor

Planning & Project Associate LaClare reported that the applicant would return with an application for the sign and awning. She explained that what was before the Committee was just an application to repaint the façade and install new light fixtures.

In response to inquiries from the Committee, Terri Pakravan, the applicant, advised that they were proposing to use the first fixture shown in the attachment. She explained that they wanted to light the pathway, which was why they were proposing a gooseneck fixture. Ms. Pakravan advised that all the wood, including the trim, would be painted a French Gray color in a glossy finish. She confirmed that matching lights would be installed over the door and on each corner of the building. Ms. Pakravan noted that in the future, she would return with an application for a sign and awning that would be located in the middle of the building. She reported that she planned to replace the shutters with real ones. Ms. Pakravan advised that the stucco would be painted Snow Bound to brighten the facade. She confirmed that anything on the side of the building that was currently yellow would be painted Snow Bound to match the front. Ms. Pakravan advised that the light fixture they were proposing would be silver in color, as the property owner would not allow her to use black fixtures. She noted that she was proposing a shorter, single head fixture under the awning, with the other three being the same, larger size.

The Committee held some discussion as to whether a 24-inch light fixture would be too large. It was noted that they would be angled so they may not appear to be as large. Ms. Pakravan advised that there was crown molding on the building; therefore, the light needed to go over it, which was why she proposed the larger fixture. She reiterated that the goal was to light the walkway.

After some discussion, the Committee suggested the light fixtures be 18-inch and that the fixture on the right side of the building be lowered to match the height of the one on the left side.

In response to an inquiry from the Committee about possible window graphics, Ms. Pakravan advised that they would submit that application at a later time.

Chair Clites moved, seconded by Committee Member Littleton, that the Historic District Review Committee approve COA 23-02, a request of Terri Pakravan to repaint the exterior building façade with the colors as presented and replace outside light fixtures at 13 East Washington Street (Atelier Design & Décor) with two clarifications on the light fixtures: (1) all three fixtures shall be the smaller 18-inch

projecting arm and (2) the right fixture on the façade, the western most fixture, shall be lowered to the same height as the eastern most fixture.

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

COA 23-01: Repaint the Front Door and Use Existing Sign Post to Install Hanging Wooden Sign – 17 East Washington Street (Aiyana Atelier)

Planning & Project Associate LaClare advised that the applicants were out of town; therefore, they could not be present. She noted that this was the building that formerly housed Wild Hare Cidery. Ms. LaClare reported that the sign had already been installed and that the door was repainted a standard black color. She advised that she assumed the black colors on the sign and the door matched.

The Committee noted that the photographs showed the edges of the sign to be raw. They suggested they be painted black. The Committee opined that the needle in the middle of the sign was unattractive; however, they noted that it was a part of the business’ logo.

Committee Member Littleton moved, seconded by Committee Member Anderson, that the Historic District Review Committee approve COA 23-01, a request of Ashley Carmen to repaint the front door black and to use the existing sign post to install a hanging wooden sign in the courtyard at 17 East Washington Street (Aiyana Atelier), with the provision that the edges of the sign be painted black as discussed.

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

Discussion Items

2023 Historic Preservation Awards

Planning & Project Associate LaClare reminded the Committee that it was time for them to begin the process for identifying who they would like to give awards to and noted that they had a list of the past approved applications.

The Committee held some discussion as to what applications should be considered for an award. It was suggested that in the future, the list only include businesses that were still in operation. It was further suggested that the members identify one to three applications, excluding those for businesses that were no longer in existence, and send them to Ms. LaClare by the end of next week.

Middleburg Walking Tour

Planning & Project Associate LaClare reminded the Committee that she was working on updates to the Walking Tour Brochure and asked that the members send her any recommended amendments. She noted that there was no hurry to do so.

Preservation Training

Planning & Project Associate LaClare opined that there were four or five training sessions that would be good for the Committee members to watch. She suggested the Committee could watch them together during their meetings or individually at each member's leisure. Ms. LaClare advised that she would email the links to the members and would provide a summary of each training session so they could determine whether they wished to take it.

The Louise duPont Crowninshield Award

Planning & Project Associate LaClare reported that this was an award that was given by the National Trust. She reviewed the details of the award. Ms. LaClare noted that the Town did a lot of great things and asked that the members email her if they wished to nominate an individual or organization for the award.

Quorum – March Meeting

Those members who were present indicated they would be present for the March 2nd meeting.

Discussion Items (continued)

Preservation Training

The Committee held some discussion as to whether they should take the training as a group or individually. It was noted that each session typically took 1.5 hours to complete. It was further noted that the cost to the Town was \$100 for all the training sessions on the list. The Committee members agreed they would prefer to watch the sessions individually.

There being no further business, the meeting was adjourned at 6:23 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – February 2, 2023

(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: Thank you. Well, we'll call this meeting to order. It's the Thursday, February the 2nd, 2023 meeting for the Middleburg Historic District Review Committee. Before we do a call to order, I'll just remind everybody to keep your microphone on when you're speaking, speak into it and we'll try to go around the room so as not to interrupt each other, which helps with the administrative side of our meeting and those listening remotely. Call to order.

Rhonda North: Chair Clites.

Tim Clites: Present.

Rhonda North: Vice Chair Lee.

Punkin Lee: Here.

Rhonda North: Committee Member Anderson.

Bill Anderson: Present.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Here.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Here.

Rhonda North: Committee Member Wright is absent. Council Member Pearson.

Cindy Pearson: Here.

Tim Clites: Thank you all. Welcome. Next order of business, public comments. If there's anyone in the public that would like to address the Review Committee that's not on the docket tonight, we will get to you in the order that you're listed. And seeing none. That's usually the shortest part of our meeting. We'll go to approval of meeting minutes from the January 9, 2023

regular meeting minutes. If everyone's had a chance to review them, are there any edits or comments.

Virginia Jenkins: I make a motion to approve.

Punkin Lee: Second.

Tim Clites: All those in favor.

All of Council: Aye.

Tim Clites: Opposed? Any abstain? Motion passes. Thank you. Next is action item old business COA-RS 22-10 Request of Gretchen Yahn for a new single-family dwelling at 800 Old Saddle Drive, which is the Middleburg Residence Lot 49. Gretchen, welcome. Thank you for your updated information. And Will, do you want to just give us a quick rundown? I know our last meeting we spent some time discussing this, but.

Will Moore: Sure. So in brief, this was the first home that you looked at in the Stables Neighborhood. So this is it is a hybrid version though, of their stables model. So this was the first one that you looked at. You discussed this in pretty good detail last month. Staff's take away from that discussion was your primary area of concern, if you will, would be what was labeled as the left elevation. That being that it seemed to be mostly unbroken, the façade on the first floor except for a couple of just two three by four windows. So there was some discussion about maybe adding faux shutters underneath the double windows above, there was some discussion of adding maybe a shutter to each of the three by four windows. And there was also some discussion of the trim and the sills of the windows above. So in response to that, Gretchen submitted a revised proposal. So the first attachment after the memo in your packet is contains both the previously submitted elevation sheet for that left elevation. And then the second page of that is the revised sheet.

Tim Clites: Thank you. Gretchen, anything to add?

Gretchen Yahn: No. We made the fascia scenario that it was more like what we've had out there and then did the kind of beefed-up windowsills in response to the kind of conversation. And then the only thing I would say is that in terms of our [inaudible], he didn't show this on here, but obviously when the shutters close, the hardware will show, which he didn't show it on here, but there will be hardware strap like we have in the others whereby when it's open, you obviously don't see it. So just that's one thing that I would say that will be on there as well.

Tim Clites: Thank you for clarifying. Yeah.

Gretchen Yahn: And we put on the gutters for the condensation.

Tim Clites: And the downspouts. Yeah. Thank you. So why don't I start, I always tend to start on this side of the room. I apologize, but we'll do it again. Cindy.

Cindy Pearson: I don't have any comments. Thank you.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: To my mind, it's an improvement, at least visually, these windows.

Tim Clites: Thank you. Punkin.

Punkin Lee: I agree with Virginia. I think that changes are very nice. Gives it a little more personality than just that too much blank. So thank you.

Gretchen Yahn: You're welcome.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I agree.

Tim Clites: Thank you. Bill.

Bill Anderson: I agree with the first-floor windows and the faux shutters. I think that is a big improvement. As far as the trim up on the second level, it's just I think the original is better in my opinion, but I don't really have a problem with the revised submission.

Tim Clites: Thank you.

Gretchen Yahn: In response to what you just said, Bill. You know, maybe what we can do on the others is kind of when we maybe have siding maybe kind of use a little bit of a kind of hybridization of the two. And but there also speaks to which Tim brought up, which it was kind of a misnomer in his part is, if we have that board on the bottom, then I have a hard time terminated on the front. It's going to require me to want to go up the up the rake. So there's it starts to really start to monkey with some things. So in keeping with what we've done in the past with this detail, that's the second one is more appropriate.

Tim Clites: Yeah, it's a cleaner look. But I think my takeaway is I think there was some, I think as a committee we perfectly talked ourselves into a circle the last time about whether the shutters were going below the double window or only on the single window. But I like the rendition that you submitted, which was both. I think it in some ways makes the faux shutters a little more believable because there's one beside it with a window, right? So it seemed like a nice solution. So that's the extent of my input. I think you addressed the concerns that we had in that meeting. [multiple speakers] I'm sorry.

Virginia Jenkins: It's a nicer balance.

Tim Clites: Yes, I would agree. And so then. [multiple speakers] I'm sorry go ahead.

Gretchen Yahn: I agree, too.

Tim Clites: Great. [laughter] Well, we like it when you. Yeah, It's always helpful to have. [multiple speakers] our. Yeah, our applicants agreeing with what we're suggesting. Is there anything else? I know we talked through this application in great detail the last time we reviewed it. Is there anything else? And I'll just pause for a moment, as opposed to asking everyone individually. Is there anything else about the rest of the submission that anyone has any questions on?

Bill Anderson: I do.

Tim Clites: Yes, Bill.

Bill Anderson: When this garage is built, will that come back again? Because of the garage, even though it says proposed garage on the site plan, on the plat?

Gretchen Yahn: Yes.

Will Moore: If there were to be a garage [multiple speakers].

Gretchen Yahn: To come back that's correct.

Will Moore: Yeah.

Tim Clites: Thank you for clarifying that. Anything else from anyone? And if we have no further input, I'm happy to entertain a motion. [inaudible]

Bill Anderson: The motion for COA-RS 22-10 to approve the revised submission as presented.

Virginia Jenkins: Second.

Tim Clites: All those in favor.

All of Council: Aye.

Tim Clites: Any opposed the abstain motion passes. Thank you. Thank you, Gretchen.

Gretchen Yahn: See you soon. I've got more coming. [laughter]

Tim Clites: Stay busy. [off mic] Okay. I'll ask Estee if we can do that. Estee, would you like to change the order for.

Estee LaClare: Oh yes.

Tim Clites: The applicants that are present? So action items new business we'll skip to item D because I believe those applicants are here in person and it is COA-RS 23-02 request of Terri Pakravan.

Terri Pakravan: Pakravan.

Tim Clites: Pakravan?

Terri Pakravan: Pakravan. Yes.

Tim Clites: Thank you. I want to say it right. Everyone messes up my name too, and I think it's pretty simple. Pakravan, well welcome to repaint the exterior building façade and replace outside light fixtures at 13 East Washington Street, the Atelier Design & Decor. I will go ahead and I'm just waiting for everyone to get it open either on their screen or their print out. And then you're ready. All right. We'll start with Cindy again.

Cindy Pearson: No, I have no comments.

Tim Clites: I'm sorry. Am I, like, totally out of sequence? Are you supposed to run us through? [off mic] Yes. Here I am. Estee's here? Yeah, Estee [multiple speakers], it was only the sixth meeting today. Hold on. [multiple speakers]

Tim Clites: Estee. Why don't you walk us through the highlights, please?

Estee LaClare: Your highlights? Well, we'll hit the highlights. I've been working with Ivan, and he's been doing a wonderful job. We'll probably be seeing them coming in and in probably about another month or so. They're looking at putting a sign up. But at this point in time.

Terri Pakravan: Possibly an awning also. [multiple speakers] That'll be.

Estee LaClare: So this might be an ongoing project. So they've been very patient. I've been working with the land, the property owner. So that's kind of working fine tuning everything at this point in time. So essentially they just would like to repaint it and they've proposed a number of different light fixtures. But I know he and I sent to them a number of examples that you have approved in the past and some suggestions. So hopefully when you start to review that process, you keep in mind what we typically based upon our design guidelines, what's acceptable in the Historic District.

Tim Clites: Yeah. Thank you.

Estee LaClare: You're welcome.

Tim Clites: And I should before we start going around and making comments, ask the applicants if you have anything you'd like to add to your application?

Terri Pakravan: I don't think so at this time. Like she said, I think later on we definitely will have some few little things. But for time we really just want to get open. [laughter]

Tim Clites: Sure.

Terri Pakravan: At this point.

Tim Clites: That we understand and appreciate. All right. So now that I've reminded myself of how I'm supposed to act. Cindy. [laughter]

Cindy Pearson: That's good. The light fixture you're planning on using the first one that's here on the form? It's the angle reflector 24-and-a-half-inch high black outdoor wall light.

Terri Pakravan: Yes.

Cindy Pearson: Yes. Nice. Okay.

Ivan Pakravan: I think we have the one print out.

Terri Pakravan: Yeah, they probably have that.

Cindy Pearson: Okay. I have no questions or comments other.

Estee LaClare: Okay.

Terri Pakravan: Thank you.

Estee LaClare: So it would be the first one.

Terri Pakravan: I will say this. Currently the light is kind of odd.

Cindy Pearson: Yeah.

Terri Pakravan: It just kind of sticks out there and we want to light the pathway a little more. So that's the purpose for the gooseneck. So it does that a little better. It comes away from the building, but.

Cindy Pearson: And the driver of a car doesn't get that one in their eyes. Yeah. [laughter]

Terri Pakravan: And they are quite high, so.

Cindy Pearson: Okay.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: Well. I do have a question. The door, you're going to paint it black. Is it a matte finish or?

Terri Pakravan: The door is actually the gray color. The landlord did not approve the black.

Virginia Jenkins: Oh he did not?

Terri Pakravan: I wanted to do very classic black, white. They said no.

Virginia Jenkins: Didn't I read black somewhere?

Terri Pakravan: It probably was the old version, the Caviar. And then he asked us to change it to something else. So we did French Gray, which is a Sherwin-Williams. So.

Virginia Jenkins: Okay. Is it going to be matte or the gloss finish?

Terri Pakravan: It'll be a gloss finish? Yeah. [off mic] The window trim also.

Virginia Jenkins: I see.

Terri Pakravan: Yeah. And well. [off mic]

Tim Clites: Thank you. Punkin.

Punkin Lee: On the lights it looks like the two over the door where their sign was. And then one on a corner next to your existing building. And then the other corner is that one that?

Terri Pakravan: It matches the two corners match? [multiple speakers].

Punkin Lee: Is there one there now?

Terri Pakravan: Yes, there are two, exactly the same. [multiple speakers]

Ivan Pakravan: Yeah floodlights.

Terri Pakravan: They're just kind of old.

Punkin Lee: Right. Oh, yeah. But you're going to use the same kind in the four?

Terri Pakravan: Yes.

Punkin Lee: Nice.

Terri Pakravan: Because eventually we'll have a sign in the middle, an awning, and then that whole middle section will be the same color, all gray instead of having that top part dark and the light part on the bottom so. Make it a little more cohesive.

Punkin Lee: Thank you.

Terri Pakravan: Yes.

Tim Clites: Margaret?

Margaret Littleton: No, my comment was the two floodlights. They should go and be the same, which you said you're going to do.

Terri Pakravan: Yeah.

Margaret Littleton: I think it looks nice.

Tim Clites: Thank you, Margaret. Bill.

Bill Anderson: So the French, is it French Gray?

Terri Pakravan: Yes.

Bill Anderson: Is going to be the doors, the window trim. And what about all the trim around the two doors?

Terri Pakravan: Around the two. Yes, the door casings?

Bill Anderson: Yes.

Terri Pakravan: All the casings all the [multiple speakers].

Bill Anderson: So all the wood on the exterior.

Terri Pakravan: Everything painted green currently, will be the French Gray.

Bill Anderson: Okay and the shutters.

Terri Pakravan: The shutters? Yes.

Cindy Pearson: The shutters.

Terri Pakravan: Yes.

Bill Anderson: Second floor window.

Cindy Pearson: Oh. I'm going. [laughter]

Bill Anderson: Okay.

Terri Pakravan: We want to replace the shutters with real shutters and shutter dogs. So it'll look much better.

Bill Anderson: Yeah. What is the snow bound color?

Terri Pakravan: It's a white kind of an off white not a.

Bill Anderson: What's that for?

Terri Pakravan: That would be the stucco on the front of the façade.

Bill Anderson: Oh. Okay.

Terri Pakravan: So it'll be a lot brighter.

Bill Anderson: And so everything gets painted except literally the window itself?

Terri Pakravan: Yes.

Bill Anderson: Okay.

Terri Pakravan: Yes. So the façade really will change. Brighten up a little bit.

Bill Anderson: Got it.

Tim Clites: All right. Well, thank you, Bill. And I'm going to. It actually clarified a lot what you just said, which is all of the dark green. So the rakes, the window trim, all of the moldings, the shutters go to this French Gray.

Terri Pakravan: Yes.

Tim Clites: And then the stucco or the kind of creamy beige, whatever that color is, is the other color. Is the intent the building actually projects out into the sidewalk a little bit, especially on the right hand side so we paint the hallway around and then. [multiple speakers]

Terri Pakravan: It'll extend through there.

Tim Clites: And along the other side is what I know it's kind of tight. You can only get so far just the front, though. You're not going to.

Terri Pakravan: Yeah. It'll be whatever's currently painted yellow. I think there's maybe two feet and then it's really you can't [multiple speakers]

Tim Clites: Can't really get in there. Right.

Terri Pakravan: So that two feet will be to match the front too so. Yeah.

Tim Clites: Yep. Okay. And then I'm sorry to be a little dense, but I am at the moment. I see the light that's 24 inches outdoor and it's note is for replacing on the sides of the building, So that would be the two at the far side of the building would be that larger fixture.

Terri Pakravan: Yes.

Tim Clites: And then the other fixture then there's like a group in the, there's some things circled under the awning and is that the picture that then follows that? So it's a smaller version? A single.

Terri Pakravan: Yeah.

Tim Clites: It's a single stem. And that's going to replace the double stem that's above the door? [inaudible]

Terri Pakravan: Yes. So we didn't, it's actually the one that's a bit more turned in.

Estee LaClare: The silver one?

Terri Pakravan: Yes.

Estee LaClare: On the bottom.

Terri Pakravan: That one's for the [off mic]. This is basically for all three, but. Yeah. [off mic] The silver color is it's not as pictured it's the lighter silver, but all three lights are the same. There's just a little bit shorter version for the signage in the middle. It's going to be under the awning eventually.

Estee LaClare: And they'll all be black.

Terri Pakravan: No, they're going to be the silver to match.

Tim Clites: Well, that's. [multiple speakers]

Terri Pakravan: That changed. We couldn't do the black. So we have that paper I think here.

Tim Clites: So that's the circle. If you're scrolling to the committee, if you're scrolling to page ten at the bottom, there's a little silver gooseneck which is representing the color.

Terri Pakravan: Yes, if you want to. It's actually this but it's. The website is really hard. You cannot see, but it's a silvery finish.

Tim Clites: To go with your color scheme. [multiple speakers] Understood.

Terri Pakravan: Because we had to change it to match.

Estee LaClare: It was more like a pewter.

Terri Pakravan: Yes.

Virginia Jenkins: [multiple speakers] Yes, it's more pewter.

Terri Pakravan: It's a grayish silver. I don't think silver would be.

Bill Anderson: Okay so this is just for color? This is just.

Terri Pakravan: Finish.

Bill Anderson: There's a in that page not only is the gooseneck circled, but there's a black fixture and.

Terri Pakravan: I think that was for the finish. But we again, we can do [off mic]. I think the angle is better because it's going to throw the light more towards where you want it instead of just being you know.

Tim Clites: But to clarify my question, so are all of the goosenecks the same length or are the two at the ends project further? [multiple speakers]

Terri Pakravan: The two at the ends project further.

Tim Clites: Because they're not going to have an awning over them at some point in the future, And the one in the middle is the same fixture just with a shorter gooseneck and a single head.

Terri Pakravan: Yes.

Tim Clites: Okay.

Terri Pakravan: Because there will be. We'll have a sign made to go there. [off mic]

Tim Clites: Sure. Okay. If everyone else understood it, I now understand it like they do.

Terri Pakravan: Sorry.

Tim Clites: No, no, no. Don't apologize. That's why we're here. I want to make sure I right, like, because it wasn't.

Terri Pakravan: I should have made it [off mic].

Tim Clites: That's all right. Yeah. Don't. No problem at all. I just want to make sure I understand it. Okay. So does everyone else understand now that's happening and intended with the lights. And does any I'll just ask the question kind of rhetorically. 24 inches.

Margaret Littleton: That's too long.

Tim Clites: How do we and there's two questions that scale, I think, is one question, and then the other is the question of I mean, I think this fixture is definitely better than the floods that are there. I don't. Does it meet the cut off requirements that we try to manage the light?

Estee LaClare: Because it's facing down.

Tim Clites: Down.

Estee LaClare: It's very similar to what's been approved now, based upon the angle of it, I think that way it will appear 24 inches because I have the way it's angled with the gooseneck.

Terri Pakravan: I'll just say the reason for the 24 is the crown molding around the top of the window with the dental that actually projects out pretty far. And we want to make sure this arm goes over that I don't have a side view of that molding, but it does come out probably at least six or seven inches.

Tim Clites: Six or seven inches.

Terri Pakravan: I wanted to make sure it went out over.

Estee LaClare: Over that.

Terri Pakravan: That. Yeah. Yeah, exactly.

Tim Clites: And I guess I'll just kind of say my thought out loud. Perhaps when an awning comes, the scale of those larger fixtures won't seem as, right now to me they seem a little out of scale, don't they? Yeah.

Margaret Littleton: And what is the purpose? Are they going to flood the window?

Terri Pakravan: No, ma'am. The purpose is to light the walkway. We're not trying to light the window at all. We're trying to light outside the shop, the brick where people walk because there's currently no lighting there at all.

Tim Clites: Well, there's floodlights that kind of shine out into the street right there.

Terri Pakravan: They are just kind of there. But I don't think they really even light the ground there. So and it can be a little tricky with the brick, people walking so.

Margaret Littleton: I think they're too far out.

Terri Pakravan: Well, there are other options for the gooseneck, so we can definitely shorten it if.

Tim Clites: Yeah. So the smaller version is for if I have that QSMB42 is 18 inches of a projection.

Margaret Littleton: I think it's plenty.

Tim Clites: Yeah, I would agree.

Margaret Littleton: Yeah. I think they will.

Tim Clites: I think you'll still be well out over that. You're right, the molding is probably about that far, but an 18 inch projection is going to put that end of that gooseneck that head out here.

Bill Anderson: Well.

Tim Clites: Yes, Bill.

Bill Anderson: Well, the floodlights are at a different height off the sidewalk. So the one on the right in the photograph, the higher of the two. One would think that, that projection of 24 inches would probably be better where the other one is going to be kind of closer to the sidewalk. So actually and I'm not really sure about the middle one because I can't really tell from the photograph what it's like, but maybe two different sizes is more appropriate since if the fixtures themselves or the head of the fixture is the same, you probably wouldn't notice. But that's. One on the left is just so close to the sidewalk. I agree that it's probably too long.

Tim Clites: I don't think. I guess I would. Yeah. Thank you for that input. My question, it crossed my mind, but I dismissed asking it was whether the. But now that you've discussed that briefly was whether the right fixture shouldn't be lowered to be the same distance off the top of the window so that the building just feels I mean, if you have to repaint the stucco anyway, it would make it look a lot better. It wouldn't be kind of this lonely floodlight up there.

Terri Pakravan: Well, we're happy to move it. It's just thought that was more complicated with the [multiple speakers].

Tim Clites: Well, I think I mean, I appreciate your comments around trying to, you know, take the building and have it be as aesthetically pleasing and, you know, comments about making the shutters look better. And so just my impression would be the building might look better the same smaller scale, but about the same distance off the walk off the sidewalk. And then it feels less like a floodlight that got replaced in terms of its location. I don't know how other people feel about that. Punkin.

Punkin Lee: I think if you lowered that right side, then once the doors and the double lights and if you get the awning, then that becomes the focal point and you don't go level whoops and up and down.

Terri Pakravan: Yeah.

Punkin Lee: And I think the two smaller, the 18 inch would do it and kind of keep the building together.

Terri Pakravan: Yeah. I think the awning is going to do a lot to kind of tie everything together, but time wise it's a few months off. So we decided to wait on that.

Punkin Lee: Well I think with a smaller arms on either side. Once you put the awning, then they're the proportion for the whole facade when you look at it is going to be nicer.

Terri Pakravan: Okay.

Bill Anderson: I agree. Lowering the one on the right so it's the same height as the one on the left above the storefront wood trim wood would be a much much better.

Tim Clites: And then I have one other question, and then I'll just pause. For the group in the summary of work premium white vinyl window graphics of our logo for two windows, is that something Estee that we need to approve or is it because it's later?

Estee LaClare: That's going to be a later.

Tim Clites: It's a later. Okay, fine.

Terri Pakravan: All right. We're getting the proportion changed to fit that.

Tim Clites: Yeah. No, I just I didn't see it. So if we were supposed to approve, I wanted to. Okay. I'll just pause for a moment to see if anyone on the committee has any additional questions or comments for the applicant or the committee? Seeing none. I'd make a motion to approve COA23-2 request of Terri Pakravan. I'll get it right some day. Sorry. Now to repaint the exterior of the building façade with the colors as presented and replace the outside light fixtures at 13 East Washington Street with two clarifications on the light fixtures. The first being that all three fixtures be the smaller 18 inch projecting arm. And that the right fixture on the façade, which is the westernmost fixture, be lowered to the same height as the easternmost fixture. You're supposed to say second. [laughter]

Margaret Littleton: Second.

Punkin Lee: Second.

Tim Clites: Thank you. All those in favor?

All of Council: Aye.

Tim Clites: Any opposed? Any abstain? Motion passes. Welcome to town. Thank you.

Terri Pakravan: Thank you.

Tim Clites: Yeah.

Cindy Pearson: Welcome to your [off mic]. [laughter]

Bill Anderson: Where? [multiple speakers]

Tim Clites: Welcome to next one.

Terri Pakravan: I've been there for three years now. Three years? Yeah. But.

Tim Clites: That's right. You were. Yeah. I need to come down and see you.

Ivan Pakravan: You're welcome.

Terri Pakravan: Yeah, we're looking forward to it. The 17th you're all invited. From 5 to 7, we'll have live band and food and drinks. So please join us. It'll be fun. Yeah.

Punkin Lee: Thank you.

Tim Clites: Thank you. All right, next item. COA23-1 request of Ashley Carman to repaint the front door black and to use the existing signpost to install a hanging wooden sign in the courtyard at 17 East Washington Street.

Virginia Jenkins: That was [off mic]

Tim Clites: Yeah. After you said they've been in town, I'm like, Oh, yeah, you're right. They have been in town. Estee?

Estee LaClare: If I may Chair Clites it's actually not the old building. It's where Wild Hair used to be. [multiple speakers] That is the building that this property is that we're reviewing right now, this application.

Cindy Pearson: So the center of the three.

Tim Clites: Yes. The center of it.

Estee LaClare: Yes.

Tim Clites: Yeah. I think about those three buildings as [inaudible] they're not really right the same building, but [multiple speakers]

Estee LaClare: She's expanding.

Tim Clites: All right. Well, we are on to new business, COA23-01 as noted, and it is a request to hang a wooden sign. Estee do you have any comments for us?

Estee LaClare: I'm afraid that the applicants could not be here this evening. They are out of town. They basically I think the sign has been hung up and they are going through the process of going now, coming forward and through the application process with you. And then I'm trying to think the black I think the color is pretty standard. I don't have any it's the bike shop. I think that's what a kind of more of a clarification of what a wooden sign would be. And then there is a picture. I asked them for a better picture of what the sign is. And I'm assuming that the black of the sign will be the black that they're painting the door. But I don't actually know that. And I should maybe ask for clarification on that. But if you go through there, there is a sign, a picture of the sign that has been completed.

Punkin Lee: Thank you. I wonder if their door will stay black since that applicant had to go from black to gray. I don't no. I mean same building owner.

Cindy Pearson: Should we table it until they can be here to answer anything or?

Virginia Jenkins: Well, he signed it and the same guy signed it from [multiple speakers]. I'm just saying that.

Tim Clites: Yeah. I don't. I'll start. I apologize. I didn't realize it was hanging, so I didn't go down to look and see if the edge of it was painted black. But the picture shows a raw edge, as can someone give me any update on Estee?

Estee LaClare: [off mic]

Tim Clites: You haven't seen it? Yeah.

Punkin Lee: I think it is black. I mean, I definitely stopped to look at it and nothing white on the edges it's very thin.

Estee LaClare: Well, happy to go down and take pictures and I apologize I should have probably done that first.

Tim Clites: No, it's normally they wouldn't be hanging at this point, so. Yeah.

Virginia Jenkins: Exactly.

Tim Clites: But assuming that the edge is painted black. Cindy, do you have any comments?

Cindy Pearson: No. I noticed what you did about that, but. And it says under the summary of work that they're going to paint the front door black.

Tim Clites: Right.

Virginia Jenkins: That's all it said.

Tim Clites: Virginia.

Virginia Jenkins: I have no questions.

Tim Clites: Thank you. Punkin.

Punkin Lee: I have no question. I think for me personally, I think that needle in the middle of it is very unattractive. Has anyone denoted that?

Cindy Pearson: Oh, [laughter] I didn't catch it.

Margaret Littleton: Hypodermic needle.

Cindy Pearson: Well, it's what they do.

Punkin Lee: Okay.

Margaret Littleton: Yeah, I know.

Tim Clites: It is their business.

Virginia Jenkins: But now I know.

Tim Clites: Now we understand. Yeah. The graphic is fairly integrated.

Bill Anderson: Oh, I didn't see that.

Margaret Littleton: I know I didn't either.

Punkin Lee: When you walk up the street, it's.

Margaret Littleton: Right there? [laughter]

Will Moore: How many of these places?

Tim Clites: Margaret, any comments?

Margaret Littleton: I don't think they should have hung it before we approved it.

Tim Clites: That we agree with. We do have to look at the application as if it had not been hung. I believe so.

Margaret Littleton: And we think, Excuse me. We think he has painted the edges. He or she, whoever it is.

Tim Clites: Right or we would ask that that happen if it hasn't been. That's the easiest way, I think, to manage that particular question.

Margaret Littleton: It's fine.

Tim Clites: Thank you. Bill do you have any comments or input?

Bill Anderson: No. Yeah. No comment.

Virginia Jenkins: He made his first appointment.

Margaret Littleton: Exactly.

Tim Clites: Bill did. Well, I will say that, although, yeah, that has obviously the potential for less than positive connotations. It is part of what they do. And it seems like it's someone spent some time on the graphic integrating all of that. So to the extent that that's their business and it's I don't think that we I'm not sure, but I don't think that we could have an opinion about that. Right. It's not I mean; it is something that jumps out at you. But essentially the people that are going there for their services would. Well, I hate needles, but that's a different thing. That's not about it's not about what we're comfortable with. It's about what we're allowed. And it is an integrated logo that you have to in terms of the graphics, you have to say it's pretty sophisticated logo. The rest of the sign seems to me to be perfectly acceptable as long as the edges are painted black and the front door we'll presume since the application was signed that the owner is agreeable to that. And I would just I think we should note that it to be the same, you know, black as the sign since we don't have an actual black color to go with it. So with that, I will allow someone else to make a motion.

Virginia Jenkins: No not me. Go on.

Margaret Littleton: Okay. Glasses on. Application 01-09-2023. [off mic] Is that right?

Punkin Lee: No.

Margaret Littleton: All right. I won't go in on the first one. See, you shouldn't have me doing this.

Bill Anderson: You passed it.

Tim Clites: And take all the fun out.

Margaret Littleton: Here. That one. COA 23-01. Excuse me. Request of Ashley Carmen to repaint the front door black and to use the existing signpost to install a hanging wooden sign in the courtyard at 17 East Washington Street.

Tim Clites: Thank you. Is there a second?

Bill Anderson: Second.

Cindy Pearson: Should we put add to that motion to have the sides painted?

Margaret Littleton: [off mic] said they were.

Punkin Lee: Well.

Cindy Pearson: If they're not, have them painted black. If it's not.

Margaret Littleton: With the proviso that the edges of the sign are painted black, as discussed previously.

Tim Clites: Thank you. And a second?

Bill Anderson: Second.

Tim Clites: Thank you, Bill. All in favor?

All of Council: Aye.

Tim Clites: Any opposed? Any abstained? The motion passes. Thank you all. And Margaret really enjoyed that. That was the highlight of her month, I'm sure. [laughter] It's only the second day of the month. So we've got, you know, there's some room for other exciting things.
Discussion Items 2023 Historic Preservation Awards.

Estee LaClare: Yes. Thank you, Chair Clites. So essentially, we've been looking at this for the last two months and it's time to begin the award process. I have made copies for all of you of the different signage and properties and applications that have been approved over the course of the past year. And I was hoping that we could over the course of the next month, if you have an opportunity to kind of go through there and single out ones that you would like for the particular awards that you all have voted upon and established last year in the spring.

Virginia Jenkins: Well, I have a question.

Estee LaClare: Certainly.

Virginia Jenkins: [off mic]. Oh that's not, never mind. I think I have the. No I have. On. We wouldn't take into account number 44, for example, would we?

Bill Anderson: [multiple speakers] Doesn't have 44.

Virginia Jenkins: Yeah, it does. On the other side. [off mic] Look on the back side.

Margaret Littleton: Blank.

Virginia Jenkins: Oh.

Margaret Littleton: Tell us. Who is it?

Cindy Pearson: Because Virginia has 375 on her list. And I think it is on [multiple speakers].

Estee LaClare: You have it as well.

Punkin Lee: But not the one you just passed out it's blank on the back.

Estee LaClare: Oh, I'll go make other. I'll make a copy real quick. Excuse me.

Virginia Jenkins: Anyway, I'll just mention since. Number 44, which is 1 Chinn Lane-Fence and pergola. I mean, we need to cross off some of these because I don't think they would be part and parcel for.

Margaret Littleton: An award.

Virginia Jenkins: An award, would they?

Tim Clites: Why are you asking whether I think the awards, the list is anything that's come before us that we've reviewed. And so what we are supposed to do is pick out one, two or three of that list. Any that we if we think none of them are.

Virginia Jenkins: Even if something's out of business, let's say.

Tim Clites: Well, I think that's why Estee is going to the extra effort to list no longer operating, no longer, right. Yeah, that's a different question, which is in the future, could we edit this down to only current businesses that might help the list not be so? Yeah.

Virginia Jenkins: And yeah, I'm not sure private residents should be part of it.

Tim Clites: I think if we reviewed it as part of our submission, it's I think so. I think it's about it doesn't mean that you know. Yeah I think it should be on the list every that's the context around the award which is this is our committee's recognition to the community. So anybody, any building, any thing that's required to get our review we should have on the list.

Virginia Jenkins: Okay.

Margaret Littleton: I hope the guy with the I don't know his name. Your client gets the bamboo.

Punkin Lee: Right.

Margaret Littleton: The forest.

Tim Clites: We haven't done anything there yet. You have to wait a couple of years.

Margaret Littleton: No, I like what that exterior can be.

Tim Clites: Just getting rid of the bamboo? [laughter]

Margaret Littleton: Yes. It's just a nice entrance [off mic].

Virginia Jenkins: You mean the house in the eastern end? Yeah.

Estee LaClare: But they've also remember the copper that they did on for the chimneys. That has been accomplished. And they were before you for that, too.

Tim Clites: Yeah. And the big sewer line that got put through the yard. Do they get an award for that, huh, Will? [off mic]. I bet you will. [laughter] That was a work of. Anyway. Thank you. So this is our list. We should go through and send you some comments in the next week or two, so you can compile that for our next meeting. Is that right?

Cindy Pearson: May I have pictures, please? [laughter]

Virginia Jenkins: You're supposed to be doing a walk [multiple speakers].

Tim Clites: And, you know, it is interesting. I wondered y'all about, like, this list. It's like I felt like, man, I should just go take a walk through town, right? Because it's like we sit here and approve these things a lot. But to take a walk from one end of town to the other, you'd realize how much of an impact. [off mic] Well, do we? I mean. Yeah, but not in the frame of mind of like, what have we had an impact on, Right? Yeah. So. All right, thank you Estee. Is there any? Let's go back to that list that's nominations and procedures. What else should we be aware of in the month that we have between now and March.

Estee LaClare: So there's two other things I wanted to bring up. I had sent to you and the last month I gave you a copy of the Middleburg walking tour that I had begun updating. This is a process and it doesn't have to be done or accomplished in the course of the next few months. This is just something I thought would be a worthwhile project to undertake and update and as time permits and if anyone would like to volunteer and go through it with me and kind of enhance some of my write ups, if you don't have anything better to do, I greatly appreciate it. But we can also just take our time on that and I'm not planning on going anywhere, so I figure we can work on that it'll be a work in progress for some time to come, but if you have time, that would be wonderful. So thank you. And then the other thing I wanted to make you aware of, I received this yesterday and it was kind of comical. If you don't mind passing this around, Bill. But if you remember correctly, the Preservation Academy came out last year from the Virginia Department of Historical Resources and Preservation, and they started doing the training that you all did. So they literally sent me the email yesterday, and yesterday was the first one, which I thought was comical because like, how am I going to get this information out to anybody? But they're doing four or five training sessions and the dates are listed there. I've been in contact with the representative and she said what a lot of localities did last year and Will and I will discuss it. And just to kind of put this on your radar, that they would pay for like a group fee and then we could potentially watch them together or watch them at your leisure. And I don't know if that's something as opposed to having to do it at the end like a lot of people were doing while

you were in Egypt you're sending me that you watch, too. I'm like, You're in Egypt and you're watching, too. Okay. Thank you very much for your [multiple speakers].

Margaret Littleton: No before.

Estee LaClare: Okay, very good. But the dedication that and your volunteers and we do appreciate it, but these are a couple of them are, I think, wonderful opportunities. The first one in particular is free and they will be posting it online. And so when they do in the next couple of days, I can email that one to you with the link. I don't know which ones you might be interested in looking at as well. So just things to think about. And I can also write summaries up. I have no problem doing that as well.

Margaret Littleton: You have to pay for the other ones.

Estee LaClare: So essentially, yes, we could pay for a group sum of approximately \$100 for all of us. Like I would get the link and then I could send it out to everybody. And that way you can get some training when in your free time, you can access this information.

Tim Clites: Yeah. Which means if. What does that mean? If we wanted to pick one or two as a group, we could watch them at our leisure. We wouldn't have to watch the one on the 15th on the 15th, right?

Estee LaClare: Right.

Tim Clites: But that would be a nice way. Yeah.

Estee LaClare: And it might be down the road. It took them a couple of months last year to get them all uploaded. So it wasn't until June, I believe, that they got those all uploaded. But in the interim, I just wanted you to kind of put it on your radar, and I wanted to talk to Wilson. He just got back from vacation about what we'd like, how you all would like and kind of get your feedback too, because I don't know if you want to watch every single one of these either or how pertinent they all are. [off mic] I thought that was very important as well.

Tim Clites: Great. Thank you. [off mic] This is awesome. All right. And then we have the Louise du Pont Crowninshield.

Estee LaClare: Oh, yes. I forgot about that.

Tim Clites: Crowninshield?

Estee LaClare: So I believe I actually inadvertently gave that to Cindy. So this is an award that the National Trust for Historic Preservation is giving out. And I don't know if any of you if the HDRC has ever nominated anybody for this award. Nor do, I don't know if you even would want to. I just thought that was something when it came into my email that I wanted to make you aware of the eligibility that the nominee must be an individual or organization who has made a substantial, [inaudible] contribution to the historic preservation field. And I don't know if you would consider nominating somebody from town or a property, but I just kind of wanted to make you aware of it.

Tim Clites: Thank you.

Estee LaClare: Thank you.

Tim Clites: I think we can provide a narrative of 7500 characters or less, including spaces.
[laughter]

Estee LaClare: I'm wordy.

Tim Clites: You're on it.

Bill Anderson: You should note, Tim, that self-nominations are not accepted. [laughter]

Tim Clites: So you'll nominate me and I'll nominate you next.

Tim Clites: [multiple speakers] I'm out.

Estee LaClare: But if anybody would like to nominate someone for this award, I know it's a national level, but I think we, the Town, does a lot of great things here and a lot of people are very involved and made significant contributions. So I just wanted to bring it to your attention if you feel so inclined please email me about that.

Tim Clites: Email you?

Estee LaClare: Yes.

Tim Clites: Great. Perfect.

Estee LaClare: Thank you.

Tim Clites: Thank you.

Bill Anderson: I wonder if the Town as a whole could be nominated, the Historic District.

Margaret Littleton: [off mic] And we're [off mic] [laughter].

Virginia Jenkins: I'm with you Margaret. [off mic]

Tim Clites: It starts with just as and I thought I. Yeah, the nominee may be an individual or organization. Organizational awardees are very rare. So they're looking for individuals, I think. I think that's the spirit of it, right? Yeah.

Estee LaClare: For the most part yeah.

Tim Clites: Which means you're up. All right. Well, thank you, Estee. This is great. Yeah. And even if just for our awareness of what kind of happens at the national level. Yeah. All right. Meeting quorum for the 2nd of March. Does anybody currently have any known issues?

Tim Clites: Well I don't either. So we'll look to staff anything else that we need to be aware of?

Rhonda North: Nope.

Tim Clites: We're moving into Town Hall next month, right? [laughter]

Cindy Pearson: We all need it.

Margaret Littleton: Oh, you're such a comedian.

Cindy Pearson: I have a question for you. Estee did you need tonight to know whether we thought we should go ahead and do a group?

Estee LaClare: No. Will and I we have plenty of time to come up with that. Her and I were communicating all day, and they're very flexible.

Cindy Pearson: Oh okay.

Estee LaClare: So I think they just want people to get involved and to have the opportunity to get that information out to us.

Bill Anderson: But if we want to do it as a group, the next one is February 15th.

Tim Clites: You can watch at any time. Let's do let's.

Cindy Pearson: [multiple speakers] would be good.

Virginia Jenkins: How long are they? Do we have any idea?

Estee LaClare: Typically, they're about an hour and a half. The ones that you watched so the hour and 15 minutes, hour and a half, typical. That was typically what they are.

Cindy Pearson: It's a good thing to be doing and plugging your ears and go do something else. I mean. [laughter]

Virginia Jenkins: I don't have that capability.

Cindy Pearson: Oh.

Tim Clites: Well, thank you for bringing this back up. Let's just spend two more minutes and then we'll stop. February 15th is state historical markers and starting a local historical marker program, which is something we've discussed. Log that in your memory. The need for more preservation trades people March 1st probably is discussed more in our line of work than at this committee, although it's very necessary. The next one, How to get Involved in Historic Preservation to Help Save Historic Sites in your Community? Dispelling Common Historic Preservation Myths and Historic Rehabilitation Tax Credits for Regular Homeowners. Do any one or two of those rise to the top of this group that feels like something that would be fairly applicable? And that would allow Estee to vote. We don't have to be available on the 15th, but for her to submit for a group, right, the group to be able to listen to it. If we.

Cindy Pearson: We have to pay that for each one or is that for each and all?

Estee LaClare: [multiple speakers] dollars for the entire.

Tim Clites: This whole list?

Estee LaClare: Yes.

Estee LaClare: Oh, then just do it. I'm sorry. I thought we had to pick which ones we were. Yeah. No, that's awesome. That's yeah.

Estee LaClare: I think they really want. [multiple speakers]

Tim Clites: You pick ones you want. Okay.

Estee LaClare: Yes.

Tim Clites: Now I understand.

Estee LaClare: And quite frankly, the way she explained it to me because I wanted further information, they will upload them at a period in time. But if we go in and do the group listing for it, they'll have them uploaded a couple of days afterwards too so you can either watch it in real time or you can watch it at your leisure.

Bill Anderson: Excellent.

Estee LaClare: So that makes it, I think, a little bit easier. I will get more information from her tomorrow.

Bill Anderson: Then you send those how we would?

Estee LaClare: Yes.

Tim Clites: Yeah, I think.

Bill Anderson: That's great. I think that's if you can do that, I think it's well worth it. I mean, I definitely. Yeah. Great. Awesome. Well, thanks for, I was thinking it was 100 per and I was like, let's pick one or two and make that our business for this year. Right.

Estee LaClare: Thank you.

Tim Clites: Awesome. Any other questions? That was my 2 minutes. I used them all. Y'all have a great rest of your month. Meeting adjourned.

Virginia Jenkins: Thank you.

Estee LaClare: Yes, sir.