



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



**Monday, November 2, 2023
PENDING APPROVAL**

The regular meeting of the Historic District Review Committee was held on Thursday, November 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
Virginia Jenkins
Margaret Littleton
Linda Wright
Cindy C. Pearson, Council Representative

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

ABSENT: William Anderson

Chair Clites congratulated the Town staff on moving into the new Town Hall. He opined that it looked great.

Approval of Minutes

Chair Clites moved, seconded by Committee Member Jenkins, that the Historic District Review Committee approve the September 7, 2023 Regular Meeting Minutes as submitted.

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

Old Business

COA-RS 23-02: Revisions to Approved COA-RS 22-10 – 800 Old Saddle Drive

Deputy Town Manager Moore reviewed the history of the application. He advised that the remaining item that needed to be addressed was the stone and noted that the applicant applied the lightest grade of lime wash to the entire stone volume for the Committee’s review.

Gretchen Yahn, the applicant, reported that a stucco wash was applied as opposed to paint.

Chair Clites noted that the Committee previously discussed the question of having more than two primary cladding materials on a structure. He suggested that question be addressed separately from the question of the actual finish.

The Committee opined that having the materials in the same color toned down the different finishes and provided for a more cohesive appearance. It was suggested that the different textures provided more interest.

Chair Clites suggested the Committee discuss the question of whether to allow three cladding materials on the exterior of a building.

Councilmember Pearson read an excerpt from the Residences at Salamander Guidelines related to the vision for the community. She opined that bringing a request for revisions to an approved application to the Committee prior to the revisions actually being done was helpful. She opined that it would have been better if the applicant had stuck with the hierarchy of materials.

In response to an inquiry from the Committee as to whether they could approve three primary cladding materials as a one-time approval, Deputy Town Manager Moore confirmed that if an application was received that was exactly the same, and the Committee approved three primary cladding materials on this house, they would have to approve it unless there was something really different about that application. He opined that it was unlikely that an identical application would be received and suggested the Committee would not be setting a precedent for the entire development, in particular for any style of home, by approving this one.

Vice Chair Lee moved, seconded by Committee Member Jenkins, that the Historic District Review Committee approve COA-RS 23-02 as presented, with the revisions recommended during tonight's meeting.

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

No – N/A

Abstain – N/A

Absent – Committee Member Anderson

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

New Business

COA-RS 23-08: Revisions to Approved COA-RS 23-05 – 408 Martingale Ridge Drive

Deputy Town Manager Moore reported that the applicant was seeking a few changes to an approved COA, the first of which was to change the shutter color from Storm to a lighter version of Kendall Charcoal. He advised that the second change was to the double barn doors to delete the vertical boards and replace them with a single diagonal board on each. Mr. Moore reported that the next two changes included changing the windows on the second floor on the rear of the home to a two-over-two window with a three-pane transom above and changing the accordion doors on the side of the garage to three panel ones. He noted that the last two changes were not really in the public's view and advised that this was being presented more for informational purposes. Mr. Moore opined that the only change worthy of discussion was to the barn doors and noted that the desire was to have the barn doors and shutters match in style when they were on a particular style home.

Gretchen Yahn, the applicant, explained that when they applied the approved color to the shutters, it did not “jive” with the house; therefore, she was proposing a lighter shade of the house color. In response to an inquiry from the Committee, she confirmed the shutter color had not yet been changed. Ms. Yahn

explained that they were having an issue with the vertical nature of the shutters in that they were bowing and advised that she was concerned they may have a similar problem with the barn doors. She noted that she was concerned with the operational nature of the door. Ms. Yahn advised that as to the three panel accordion doors, the client expressed a desire for more glass. She advised that to the addition of the transom window, the idea was to move the window down further so one could see out of it better. In response to an inquiry from the Committee, Ms. Yahn confirmed that the Storm color had not be used on any other house. She advised that if she continued to use the color, she would use one that was 25% lighter. Ms. Yahn noted that they have been consistent in that they have radiated down the colors and explained that the only other option was to go with a black color, which would be too severe.

The Committee agreed they were fine with the proposed changes and opined that the new shutter color looked better.

Chair Clites opined that having transoms on the dormer windows was inconsistent with the other details on the structure and explained the reasons for his thought. He advised that if this was on the front of the structure, he would find it difficult to approve it; however, since it was on the rear, he was fine with leaving it alone. Mr. Clites advised that the changes to the door panels did not bother him; although, he noted that the landscape crew tended to stick with a four-panel design in the landscaping. He advised that he was fine with the remainder of the changes.

Chair Clites moved, seconded by Councilmember Pearson, that the Historic District Review Committee approve COA-RS 23-08 as presented.

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

No – N/A

Abstain – N/A

Absent – Committee Member Anderson

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

COA 23-31 (S 23-16): Projecting Sign – 20 S. Madison Street – Barn Wiz

Planning & Project Associate LaClare reported that the application was for a two-sided, carved projecting sign and a new bracket. She advised that the sign colors were Black, White and Classic Burgundy.

Nicole Madden, of Quail Run Signs, appeared before the Committee representing the application.

In response to an inquiry from the Committee, Victoria Sullivan, the applicant, advised that her business involved an online directory to find horse boarding and training. She explained that she provided a business management tool and advertising platform for the horse industry.

In response to inquiries from the Committee, Ms. Madden advised that the lettering and logo would be carved. She noted that there would be a cove at the edge of the sign. Ms. Madden advised that the bracket would match the existing one on the building. She explained that it would be hung at the same elevation, it would just be on the other side of the building.

The Committee agreed they liked the proposed sign.

Committee Member Jenkins moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 23-31 for the installation of a projecting sign at 20 S. Madison Street.

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

Chair Clites recused himself as he had a conflict of interest regarding the next agenda item. Vice Chair Lee assumed the chair.

COA 23-32: Replacement Light Fixtures – 408 E. Washington Street – Chris & Carolyn Hersh

Deputy Town Manager Moore reported that the applicant would like to replace two light fixtures that flank their front door. He further reported that none of the proposed fixtures complied with the Town's outdoor lighting requirements. Mr. Moore suggested the Committee discuss the style of the fixture; however, he noted that because the Committee did not have the authority to supersede the requirement that the bulb be fully hooded and shielded, they could not approve any of the proposed fixtures.

In response to comments from the Committee, Carolyn Hersh, the applicant, explained that they were trying to go with a fixture that was in the time period. She questioned whether they could go with a modern fixture.

Deputy Town Manager Moore explained that there were two issues – the style of the fixture and the light source. He offered to go over the options with Mrs. Hersh. Mr. Moore acknowledged that a more modern fixture would need to be used, as traditional fixtures did not have a light source that was concealed. He noted that there were options for older style fixtures, in which the light source was concealed. In response to an inquiry from the Committee, Mr. Moore confirmed the existing fixture could remain; however, once it was replaced, it had to be replaced with one that was in conformance with the outdoor lighting ordinance.

Tim Clites, the architect, opined that it would be helpful to have the Committee's comments regarding style as they looked for a fixture that met the shielding requirement.

The Committee noted that they preferred the proportion of the proposed light fixtures to the existing one. They suggested the applicant consider painting the existing fixture until she could find a replacement one.

Deputy Town Manager Moore noted that the Committee could approve painting the existing fixtures, which would give the applicant an option.

Mrs. Hersh confirmed she would continue looking at options and, in the meantime, would leave the existing fixtures in place.

The Committee agreed to defer action on the application until their next meeting.

Chair Clites resumed the chair.

Discussion Items

Planning & Project Associate LaClare reminded the Committee that she provided them with a summary of the Virginia Department of Historical Resources' CLG training session she attended. She noted that in addition to discussing public outreach, they discussed ways to help historic district committees succeed.

Committee Member Littleton noted the proliferation of sandwich board signs that have been occurring at the corner of Washington and Madison Streets, in front of the King Street Oyster Bar. She noted that people were having a hard time walking around them.

Deputy Town Manager Moore confirmed the Town staff were working to address this issue. He explained that the Town was developing its own sandwich board signs, which it would place at corners, that would list multiple businesses that were down the street. Mr. Moore advised that this would be implemented soon, at which time, the individual chalkboard signs would go away.

Quorum – November Meeting

The Committee members advised that they would be present for the December 7th meeting.

There being no further business, the meeting was adjourned at 6:20 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – November 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: All right so we can bring this meeting to order. It's the Middleburg Historic District Review Committee's November the 2nd, 2023 meeting. The first order of business is a roll call.

Rhonda North: Chair Clites.

Tim Clites: Present.

Rhonda North: Vice Chair Lee.

Punkin Lee: Here.

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

Virginia Jenkins: Here.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Here.

Rhonda North: Committee Member Wright.

Linda Wright: Here.

Rhonda North: Council Member Pearson.

Cindy Pearson: Here.

Tim Clites: Next order of business is public comments. If you're here from the public and would like to address us, we will if you're on the agenda, we'll get to your comments when we get to your agenda item. We'll just pause for a minute for any public comments. And seeing none. I have a public comment. I think we ought to give the staff a round of applause for finally being in the building. It's been a long time coming. It looks great, and they should be proud of all their efforts to get us here. So, thank you. [applause] Next item is the approval of the minutes from the October the 2nd 2023 meeting. I'll pause for a minute to allow any of the members to give any comments or corrections. Hearing none. I'll move that we approve the minutes as presented.

Virginia Jenkins: Second.

Tim Clites: All those in favor?

All of Committee: Aye.

Tim Clites: Any abstained? Any Nays? Motion passes. Next action item is old business COA-RS 23-02 request of Gretchen Yahn for revisions to approved COA-RS 22-10 at 800 Old Saddle Drive Middleburg residences, lot 49. And I will ask Mr. Moore if he has any comments for us before we go to the applicant.

Will Moore: Thank you, Mr. Chairman. So, you may recall a couple months ago we had been presented. So, we're talking about primarily now the smaller volume, the stone volume on this home. As you will recall, the revision application actually included revisions to primary cladding on both the center section, which is now board and batten, as well as the smaller primary volume. We seem to work through the previous issues, and we had settled on for the last few months of discussion, addressing the small stone volume. A couple of months ago, the applicant had prepared a sample of three different kind of grading gradations of a wash of really a paint, but three different grades to apply to it. And as a result of that meeting, she had agreed to go ahead and apply kind of the lightest gradation to the entire stone volume. And that was done prior to last month's meeting. Unfortunately, the applicant was unable to attend last month, so there was some discussion about that last month. But so that is where it stands today. The same pictures are attached as were attached last month. And again, that light paint or wash has been applied to that entire stone volume.

Tim Clites: Thank you, Mr. Moore. The applicant have any comments for us?

Gretchen Yahn: Yes. It is a stucco wash as opposed to a paint. So, I just want to clarify that with respect to the wash effect and apologize that we weren't here last month. We thought the meeting was on Thursday.

Tim Clites: [laughter] Oh, yes.

Gretchen Yahn: In fact, I was wondering why we hadn't seen the agenda. But then we were three days late, so. So, apologize about that.

Tim Clites: No problem. Thank you. Cindy, do we want to start with you? Actually, before we start, can I just remind the committee of one thing that we did speak about last month that I think the staff advised us on, which is a question that is indirectly important [00:05:00] to this discussion, and that is setting any kind of a precedent for multiple more than two overall cladding materials or textures. And so, I think it would be good to discuss for each person giving us any comments discuss that independently from this question of the actual finish that we're looking at. And I think we've been doing that in the last couple of meetings but just to be clear about that. Following up on their last meeting. Go ahead Cindy.

Cindy Pearson: Okay. Thank you. I really don't have any comments, many comments at all other than I think it did tone it to put the painting finish on it, the stucco finish or whatever it's called. You know it doesn't. You don't have as many things jumping out at you, but other than that, I don't have a comment any other comment on that.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: I like it. I think it makes the whole place a little more cohesive. Pulls it all together.

Tim Clites: Thank you Linda.

Linda Wright: Yeah, I would agree with that too, that everything is all the same color. But yet we do have the different textures I think gives it a little more interest. So, I'm fine with it as it is.

Tim Clites: Thank you. Punkin.

Punkin Lee: I know you're calling it a wash, and that's what we thought. When I looked at it, it looks pretty solid paint, but I think it's definitely leaving the texture and still kind of blends in. I think it works for me.

Margaret Littleton: Margaret. I think it's fine. I would have preferred the stucco, but I think the wash is perfect.

Tim Clites: Thank you. And I'm not looking to lead anyone into the conversation, but is there any comment I'll just go back through? Again, before we vote on this, because we want to remember that as we were directed by the staff, a vote on this and setting the precedent for multiple materials is an important part of saying that we're going to if, in fact, the vote is to accept this, that we're going to accept three materials on an exterior of a building. So, anyone have any comments on that? And Cindy, I'll start with you.

Cindy Pearson: I actually would like to read something. Oops, sorry. I would like to read something before I comment on that. It's in the second paragraph of the Residents at Salamander Design Guidelines, which reads in order to maintain a superior level of quality and protect the vision for the community, all new construction, subsequent modifications or other improvements to the property including but not limited to driveways, fences, walls, walks, lighting, accessory structures, material, landscaping elements such as trees or large shrubbery, pools, decks, firepits, patios, ground surface materials and other paving, antennas, satellite receivers, solar panels, fountains, whirlpools, awnings, flower box must be approved in advance of construction. Just a reminder that bringing the application to HDRC in advance and of any new changes is helpful. I think it helps us tremendously in trying to decide on these things when we're discussing this, instead of having I know when we're it's already been done, we're to treat it as it has not been done when we're discussing it. But we all know that's hard because you've already seen it. It's already there. So, I just like to remind everyone of that. Remind everyone of that. And to your question, Tim, I think I'm remembering this right. There's a little hierarchy of different materials to be used. And I think if we stuck to that, it would be better and then we wouldn't be having these conversations and these long, drawn-out discussions like we have to have.

Gretchen Yahn: Can I interject there?

Tim Clites: Thank you. Virginia. I [00:10:00] think let's go through and get everyone's comments, and then I'd be happy to come back to you, Gretchen, because I would like to, I mean.

Gretchen Yahn: Well, I feel that I have to stop us there, though [multiple speakers].

Tim Clites: You don't get to stop us. I'd like to go through with each member and just hear specifically this question. And we did talk about hierarchy earlier, but what I'm really asking, because we are setting a precedent for all of the homes that will come after, if we what we understand from staff is if we allow three distinct, different materials. And I'm not saying that's right or wrong. I want us to be conscious about the decision we're making, that's all. And so, I'm asking [multiple speakers].

Gretchen Yahn: The decisions been made before.

Tim Clites: Virginia.

Virginia Jenkins: Is there any possibility that we can approve since we've gone through this innumerable times at this point, any possibility we can do it as a one-time only thing? And then they must go back and ensure that there are only two materials or however it is worded.

Will Moore: So just to clarify and I thought I did this last month, but obviously not clear enough. So, what I said was, if you approve three different cladding materials on this home. I didn't say that it would apply to any new application that comes in, in the development because, you know, each style of home may be treated differently. What I said was essentially if you saw the exact same type of application. So, this same model in the stables area the same exact layout, if you saw that with stucco Board and Batten stone in the same order, then yes, unless you had a specific reason that there was something really

different about that application, but the chances of having that exact same application they're not that high. But it wouldn't set a precedent for the entire development on any of the styles of homes. So, if she brought in a hunt box, for example, I can't see how you would get three different cladding materials on that, but it would certainly be okay to say no, and you wouldn't have set a precedent by approving on this particular model. So, I hope that distinction is clear.

Tim Clites: Yeah, I appreciate that. Thank you. Virginia.

Virginia Jenkins: So that goes back to what I'm saying is that we can approve it without.

Tim Clites: Pull that over so we can hear you. If it sounds like you're talking in your own ear, you're doing a good job.

Virginia Jenkins: I can make. Anyway. Now I've lost my train of thought. But since we've gone over this innumerable times at this point and we pretty much agreed that if it was painted that we would approve it. I think we should go ahead and approve it at this point. Although I would like to make sure that Gretchen and whomever understands that we probably would not approve it in the future and don't come back. And for re-approval on something we'd already approved because we had approved the original plans. And then it was a change. As I recall. Am I correct on that?

Tim Clites: That's correct. The original plan, I think, was one material. Thank you. Linda.

Linda Wright: Well, I would agree also with Virginia and just say it's a one-time exception. And then going forward we just need to go back to the rules we set in the beginning. [laughter]

Tim Clites: So, thank you. Punkin.

Punkin Lee: I think that is probably what we need to do with this and with Will's clarification for this style. That doesn't mean the next style would have. A different one would have the three cladding. So, I think we still keep our ability to stick to the guidelines as originally presented and go ahead and approve this one as is.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I was mimicking sort of what everyone has said and just treat it as a special exception.

Tim Clites: Thank you. I think Will's clarification was a good one, which is let's be clear that if the committee is comfortable with what they see, as if it was the first [00:15:00] time you were seeing it and hadn't been built yet, you're approving it essentially, if three lots down not next door to it. But if this exact application were to come before us again, we would be comfortable with it again. And I'm not trying to bias anyone's opinion. I just want to make sure we understand. And I thank you, Will. That was good. To be clear that it's not it doesn't set a precedent across all of the different building types and potential configurations.

Will Moore: Yeah, I still am a little uncomfortable with a couple of the comments that I just heard. Special exception or one time only. [multiple speakers] Again, I'm not saying that Gretchen would want to do this home again, but if another application came in for this exact same style home on a similarly situated lot, and it wasn't next to another one and it had this exact same arrangement, Stucco on the bedroom wing. Board and batten in the center volume stone with the wash on it on the smaller volume. You would have to have a really good reason to say to that applicant or owner why that would differ from this one.

Tim Clites: So, understood. Thank you for clarifying that. Gretchen, any comments for us?

Gretchen Yahn: No.

Tim Clites: Okay. Thank you. Well, then I'll just pause for someone to make a motion.

Cindy Pearson: Could we ask for advice on how to make that motion?

Tim Clites: If your intention is to approve it, as you see in the photos, that's what you're doing. You're not providing a one-time exception or a special exception or any other approval. You are approving as presented. And so, if you're not comfortable with that and with the reality that that also means this could be built again somewhere else, as Mr. Moore explained, then we should continue to discuss or someone else should present the motion. But that's, I think, what we're presenting or what you would be moving.

Cindy Pearson: Okay.

Will Moore: So, if you're looking for language for a possible motion, I would simply identify the application number. You don't have to read the entire thing, just the application number as submitted and as revised through today's meeting which would incorporate the application of the wash.

Punkin Lee: I make a motion that we approve COA-RS 23-02 as presented with revisions for today's meeting.

Tim Clites: Is there a second?

Virginia Jenkins: Second.

Tim Clites: All those in favor?

All of Committee: Aye.

Cindy Pearson: I can't get my button to work.

Tim Clites: Pause for a second until we get the mics to work. There we go. Aye.

Cindy Pearson: I had to keep it in [inaudible]. Just hit it really softly.

Tim Clites: All right for the vote, Margaret.

Tim Clites: Aye. Any nays, any abstains. Motion passes. Rhonda. I assume that's okay for me to clarify.

Cindy Pearson: Yeah.

Tim Clites: Use this for the button.

Will Moore: Oh, new technology.

Tim Clites: Thank you.

Cindy Pearson: Will it mess up if we have them all on? Do you know?

Rhonda North: It's fine if they're all on. You're just going to have to be very careful not to have more than one person speaking at once, because then you're going to have multiple feeds going in.

Tim Clites: Thank you. We'll go on to action item new business COA-RS 23-08. Request of Gretchen Yahn for revisions to approved COA-RS 22-05 at 408 [00:20:00] Martingale Ridge Drive Middleburg residences, lot three. And opening up the memo here. Mr. Moore.

Will Moore: Thank you, Mr. Chairman. Just a few changes to the approvals on this one. I'll just walk you quickly through them. One is a color change. So, the accent color. And I've given you some hard copy materials to accompany this now. So, the primary cladding on this building is in the Kendall Charcoal. The approved color for the shutters was previously a color called Storm. The applicant informed me that when that color was applied, it seemed to have kind of a bluish tint. So, she's kind of proposing a lightened version. She's calling a 25% lighter of the Kendall Charcoal. So, what you see in application on the front page is the lightened version that has now been applied to the shutters. And then on the second page, you don't really pick up the bluish tint from the sample there. But that gives you an idea. I would suggest it's still in kind of the same family of it's a light, light gray, but I think the intent here was just to get it to not have that bluish tint. So, and the applicant can weigh in on that when we get to that part. The second has to do with the double barn doors. It's on one of the side elevations. So, the approved design, as I stated here, had a design that more closely matched the shutters in that it had vertical boards only. So, this one doesn't have those vertical boards throughout the door but has a single diagonal board on each. And then two other changes that I suggest should be summarily approved. And were these brought to me without the other two changes, I would have done these administratively because they don't have good view from public streets, which is generally your purview, but just kind of for informational purposes. The windows on the second level on the rear of the home the approved design had two columns of three panes in each window. Instead, she did a two over two window and then a three-pane transom above each. And then there are accordion doors on the side of the garage. And this is the side of the garage that's interior to the lot. The approved design had a four panel instead of three panel has been applied, but again those last two are not really subject to public view. So, it's just more for informational purposes so you understand why those differ from what was in the approved plans. The only thing that I would point out that might be worthy of discussion is really involving the double barn doors. So, if you look at the original detail sheet, which I have also attached to the application materials, it seemed as though the design intent was to have barn doors whenever they were on a particular home, along with shutters, to have them more closely match in style. So, you see that for the vineyard section it had the vertical board shutters, vertical board barn doors and the stable section that had shutters that had the diagonal bracing on them and double barn doors. I don't know if that's an important detail for you to have those double barn doors match the shutter style, but I just thought that was something to point out and could be worth your discussion.

Tim Clites: Thank you. And before we go into our discussion, Gretchen, anything you'd like to add?

Gretchen Yahn: Yeah. I mean, the shutter situation is exactly in terms of the color. It just was one of those we got on and it just was not jiving. So, we've left the color that's up there right now before this meeting. Our preference would be to go to that assimilation of color lighter just slightly to give that slight differentiation. It just was one of those that looked good in chip. And we got it up and it was like, yuck. So that was how that got precipitated.

Tim Clites: Just to clarify what's up there now is what you want to change, not.

Gretchen Yahn: What's up there right now is what is we have not changed it yet.

Tim Clites: Yeah. You want to change it.

Gretchen Yahn: We want to change it.

Tim Clites: Understood.

Gretchen Yahn: So that was [inaudible] [00:25:00]. So, the issue on the barn doors is one that I was going to be submitting on as well. We're having an issue with the vertical just the vertical nature of the shutters. We're having some bowing that's starting to occur even with using special paint. It's the dark colors. So it may be that we may have, you know, we're looking we actually met with INTEX, the manufacturer, yesterday, because we're feeling we're actually going to be taking the shutters and what we're going to do first, the ones that are up is put behind them some stainless-steel bracing. You know, the good news is these are maintenance [inaudible]. The bad news is, is that they're an AZEK product, and they want to move a little bit. I've noticed it. So, when we were starting to do this particular door, which is probably one of the bigger ones, and it's an active door, that's an actual door. I said, I think we better put a brace down the two sides in that V configuration, or we're going to have an even bigger problem starting to occur. So, it's we're going to try on all existing shutters that are out there to do this kind of bracing behind and repaint. We're using a special paint out of Canada, even right now it's reflective paint. But we're seeing a little bit of issue with not having some kind of vertical nature to the barn doors. So that's how that kind of got precipitated. I was a little worried before we even got started on it. So, the intent would be to keep shutters as they are moving forward. We just don't want to have a bunch of [inaudible] shutters out there, and it has nothing to do with the manufacturing. It has nothing to do with the application. It just has to do with one of the downsides of AZEK. It wants to move, especially with darker colors. So that's how that got precipitated. My hesitation would be to take the bracing off of it right now. If we were to do that, I'd almost prefer to just go with just either a Shaker style or and or a flush. Because I'm just concerned with the operable nature of this door. It's going to really be a problem. So that's how that got generated. And just a quick note on with respect to the three panel. It just when we did the shop drawings with the client, she was just like, hey, I'd just like, rather have a little bit more glass because the floor was just getting a little too tight. And then with respect to the transom addition, that was done because when we got in there, the head height it was not bringing it down enough. You literally were going to get on your tippy toes to look up into the window. So, the thought process was at that juncture, to have the transom to push the head height down on the window so you could actually see out a little bit better. So. Just clarification.

Tim Clites: Thank you. Cindy, would you like to start?

Cindy Pearson: I'd like to. I don't have any comment at this point, but I might come back.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: I just need a little clarification on the paint. The finish the shutters are now in storm.

Gretchen Yahn: The ones that are out there right now are in Storm.

Virginia Jenkins: Are there any other shutters that have been put up on other houses where you've used that color?

Gretchen Yahn: No.

Virginia Jenkins: So, this is the first time you've used the color?

Gretchen Yahn: Yes.

Virginia Jenkins: So, if you were to continue using that color, you want to do it them all 25% lighter.

Gretchen Yahn: Right. Which is what has been pretty consistent on some of the stuff we've been doing. Just kind of gradating down because are only other choice is to go black. And I thought black was too severe because we did look at it in black.

Virginia Jenkins: Well, as long as it's going to be uniform. Okay. That's my question.

Tim Clites: Thank you. Linda.

Linda Wright: I'm fine with all the revisions as they are. I think the other, the new color will look much better because blue would not go with anything you've got going on there whatsoever. So, I'm fine with all the revisions.

Tim Clites: Thank you. Linda. Punkin.

Punkin Lee: I think the color change is very nice. Get rid of the blue. The panel, if you're [00:30:00] going to brace the others from the back, I think to keep the vineyards separate from the stables. I mean, stable doors always have a cross section. It applies there. But to me, I think if you can do them from the back, that that would keep the vineyards a little separate would be my suggestion. All right.

Tim Clites: Thank you Punkin.

Margaret Littleton: I don't have any other comment than what's been made.

Tim Clites: Thank you. Having read the staff report and understanding that we don't need to comment on at least part of this, and it's more may be sent to us for informational purposes. I would say that if it were in a I'll just give my opinion so that if a project were to come before us design wise, looking to put the dormers with the transoms on them the way they're laid out, if that were in a public view, I personally would find that to be inconsistent with a lot of the other details on the structures, for two reasons. One, I think that the connection of a transom and a window below it are more traditionally bound together in a different relationship, but also the idea of the transom with three lights and the window below with two, and the fact that we can't see it, I'm fine to leave that alone. But in the spirit of if that were on the front of an application in the future, I would find that to be difficult, at least for myself to approve. It's kind of a minor detail. The four lights to the 3 or 4 panel to three panel door doesn't bother me. I do notice the landscape crews seem to stick with the four-panel design on the landscape, which kind of made me chuckle. But then when it's all open, it probably doesn't matter, right? So, I think obviously we're not in charge of landscape. It's just kind of an interesting little. Like you can see the history, the ghost of the history there. And I think for me, the doors with the little crossbuck, given their larger scale, I was fine with that, and I agreed with the color. So those are my comments. I'll pause for the room to see if anyone has any additional comments. Seeing none I would move that we approve COA-RS 23-08 as presented.

Cindy Pearson: Second.

Tim Clites: All those in favor?

All of Committee: Aye.

Tim Clites: Any nays, any abstain? Motion passes. Thank you. Thank you.

Gretchen Yahn: Just a note since I'm probably the first one to use this, you may want to put something here. There's, like this big ledge that's just like, I know why they did it for this, but it's uncomfortable. So, thank you guys.

Tim Clites: Thanks, Gretchen. Next action item is COA-23-31 S 23-16. Request of Tori Sullivan for the installation of a projecting sign at 20 South Madison Street, BarnWiz. And give me just a second to get it open. Ms. LaClare.

Estee LaClare: Thank you, Chair Clites.

Estee LaClare: So, the applicant is requesting approval of a two sided, carved and painted exterior projecting sign in black, white and Benjamin Moore Classic Burgundy to be hung from a new bracket at 20 South Madison. And I believe. Are you.

Nicole Madden: My name is Nicole. I'm from Quail Run.

Estee LaClare: Oh, wonderful to finally meet you.

Nicole Madden: Yeah.

Estee LaClare: Thank you.

Nicole Madden: John wasn't able to make it today, so I'm here instead. Nice to meet you.

Tim Clites: Thank you. If that's your or any comments for us or you're just here to answer questions?

Nicole Madden: Just here to answer questions. It's still as is nothing's changed. So, it's as presented.

Tim Clites: Thank you. Cindy.

Cindy Pearson: Thank you. May I ask, what is BarnWiz? What is the business?

Victoria Sullivan: Yes, a business. I believe it's an [inaudible].

Tim Clites: Oh, here we go, pause for a second. Hello. State your name and.

Victoria Sullivan: Yes. [off mic] Hello. Thank you for inviting me. I'm Tori Sullivan, and I appreciate the committee hearing our proposal tonight. BarnWiz is today an online directory to find horse boarding and training. We have come to Middleburg for office space to help advertise our relaunch that's going to happen in December. When I have dates, I'll give them to Punkin to publicize. We will turn into an app that allows people to [00:35:00] book boarding and training through the app and matches the trainer with a rider and a horse because we created profiles for them. So, it's really a business management tool as well as an advertising platform for the horse industry.

Cindy Pearson: Thank you.

Tim Clites: Awesome. Thank you.

Cindy Pearson: And I have no questions or concerns with the how this is presented.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: No questions, no concerns.

Tim Clites: Thank you. Linda.

Linda Wright: No questions either. I think it's very nice. Welcome to the town.

Tim Clites: Thank you. Punkin.

Punkin Lee: I think it looks great. Just what is carved on this whole thing or just the logo?

Nicole Madden: The lettering. I believe the logo is being considered to be carved as well, considering how big it is, but there will be a cove on the edge of the sign as well.

Punkin Lee: Then is the lettering just flat and?

Nicole Madden: It will be carved as well.

Punkin Lee: Everything, okay? Thank you.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I think it's great. I like it very much. Is it the same, well, whatever you call it? The holder.

Nicole Madden: The bracket?

Margaret Littleton: Bracket? Yes.

Nicole Madden: We do aim to have the same bracket that's currently holding Jane Covington's sign.

Margaret Littleton: Sure.

Nicole Madden: So, it'll be the same bracket that'll just be on the other side of the building, and it will be hung from the same elevation. So, they'll be matching and aligned.

Margaret Littleton: Great. Thank you. It looks great.

Tim Clites: Thank you, and I have no comments. Looks great. Someone want to make a motion?

Virginia Jenkins: I'll make a motion. I make a motion. We approve COA 23-31 for the installation of a sign at 20 South Madison.

Tim Clites: Is there a second?

Margaret Littleton: Second? Second.

Tim Clites: All those in favor?

Linda Wright: Aye.

Cindy Pearson: Aye.

Virginia Jenkins: Aye.

Tim Clites: Margaret. [off mic]

Tim Clites: Margaret says Aye. [off mic] It doesn't work. But she did say aye. Any abstain? Any nays? Motion passes. Thank you all. Thank you. The next item. Thank you both for coming tonight. The next item I will ask Punkin to take over and I'll sit and listen.

Cindy Pearson: I find if you don't hit it hard, it works easier. You hit it really softly.

Margaret Littleton: I tried both. [off mic]

Cindy Pearson: Yeah, yeah. [off mic] Okay.

Virginia Jenkins: Is it working?

Will Moore: I would suggest for the remainder of the meeting, if you get yours turned on, leave it on and then we'll have to do some troubleshooting.

Punkin Lee: Okay. Are you coming up, Tim?

Carolyn Hersh: I'm so sorry about my phone. I have it on silent, but no, I don't. So, I'll be talking to a child this afternoon. This evening.

Punkin Lee: Will, do you have comments?

Will Moore: I do. So as contained in my report. So obviously Ms. Hersh, she and her husband want to replace the two fixtures that flank the front door on the structure. Unfortunately, I didn't get to review this application until shortly before sending it out. And I've noticed, as noted in the report, that unfortunately, none of the fixtures included the proposed fixture or the alternates comply with our outdoor lighting requirements that require the light source to be fully hooded and shielded. So, it might be worthwhile to have some discussion with her while she's here about the style of the fixture itself. But the requirement for the not having the exposed bulbs it's a hard and fast requirement in the ordinance that you don't have the ability to supersede. So, you would not be able to approve any of the fixtures included in this packet currently.

Punkin Lee: Thank you. So just kind of general comment on the style even though it won't work. Cindy.

Cindy Pearson: I did just flick through some different styles, but I don't know about purchasing lights [00:40:00] that much, and there are some that the lights that are more similar to what you're picking. Oh, don't ask. I just did it generally online, so and I'm not a professional at this. So please I just think if you keep looking, you'll find a little something and they weren't real. They weren't the 6 and \$900 ones. They weren't.

Carolyn Hersh: I mean, that's. That's why we were trying to go with the time period. But can we have more modern ones?

Will Moore: I mean so there are two, I think, issues. One is the style of the fixture itself. The other is where the light source is in the fixture, and I'd be happy to go over that with you as to what those requirements are.

Carolyn Hersh: I did the dark light. I do note since there were already ones on the front that weren't, we assumed it was the front of the building and we were trying to go with something. These look sort of like French, something that don't go with the time period on the house. So, we were trying to get something that was more, so a more modern fixture is acceptable if it's the Dark Knight.

Will Moore: Well, I think that'll be a conversation with the committee about the stock. Obviously, it will be a more modern fixture because traditional fixtures didn't have that light source that were concealed. But there are some options. They may be limited, but some options for older style fixtures that have been fitted with that light source that is concealed. So. And maybe your architect can help you with some of those.

Margaret Littleton: Can I ask a question? Is the old one approvable? I mean it is hooded.

Will Moore: It can stay, but if it is replaced, it has to come in conformance.

Margaret Littleton: But is that the shape that she should be looking for?

Will Moore: I can't dictate to you what.

Tim Clites: I think what would help is if you all wanted to. I think there's four fixtures listed. Hi, I'm Tim. Sorry. I'm supposed to introduce my name. The question that will help us find a fixture that has a shrouded light is just stylistically, if we were to change to something like this or we had it in the right direction, I think that's useful to know so that we don't search in the wrong direction around what I would describe as more of a traditional lantern style fixture. Right? So, if we get comments on that, I think then we can kind of do our homework a little more to find something that meets the shielding requirement as well.

Carolyn Hersh: And I [off mic] We were just trying to make the change while you all were doing the whole rest of the house, so I didn't take it from Tim. [inaudible] I apologize on that one. [laughter]

Tim Clites: Tim doesn't get this approved one way or the other.

Carolyn Hersh: But I didn't, you know, I didn't. We just researched online what would be appropriate for the time period and then just tried to go from that. I'm happy to look at some other things and just bring back whatever we find. I don't like what's there.

Margaret Littleton: No, I agree.

Carolyn Hersh: And I don't know how it got approved, but. [off mic] Most of the things on the house weren't approved that we found out.

Speaker6: Virginia, do you have any comment on this direction with the one she likes that would work?

Virginia Jenkins: No. Margaret would think [off mic].

Punkin Lee: Use Cindy's.

Cindy Pearson: I can't get it to move that far.

Punkin Lee: Or Linda's. [off mic]

Linda Wright: Those pictures are very hard to find. [off mic]

Virginia Jenkins: The only thing I can say is. [multiple speakers] you did, the pictures you did bring in, I like the size better than.

Margaret Littleton: Oh, yeah, I agree.

Virginia Jenkins: What is existing?

Tim Clites: The proportion.

Virginia Jenkins: Proportionately, it's much better. That's all I was going to say.

Tim Clites: Well, that's helpful.

Carolyn Hersh: Okay.

Punkin Lee: Linda?

Linda Wright: [off mic]

Punkin Lee: Margaret.

Margaret Littleton: I would suggest just painting them for a little while until you find just what you want.

Carolyn Hersh: Painting them what?

Margaret Littleton: Black or dark brown.

Virginia Jenkins: The ones that are there?

Margaret Littleton: Yeah.

Carolyn Hersh: Do I not have to have approval for that?

Will Moore: I think we could tell you, as part of review of this application that if you wanted to do that in the interim, if the committee is agreeable, that that could be [00:45:00] approved right now. And whether you want to or not, you could at least know it's an option.

Carolyn Hersh: Okay we will see what we can come up with because they at least stay white like the front. But I will see if we can find some brass something somewhere.

Margaret Littleton: You'll find it. It's there. You can always have them made you know.

Carolyn Hersh: If somebody knows of one, I would appreciate it because we did a fair amount of looking.

Virginia Jenkins: [off mic]

Carolyn Hersh: But those aren't covered.

Will Moore: I'm not familiar.

Virginia Jenkins: [off mic]

Cindy Pearson: They're not in the.

Virginia Jenkins: But it's not [off mic].

Tim Clites: Right.

Punkin Lee: My only comment is I agree with Virginia that the proportion is so much nicer in keeping with the façade of your lovely house than what you have now. So hopefully there's got to be something out there that will work for you.

Carolyn Hersh: We will eventually find something; we'll leave it as is now.

Punkin Lee: We thank you.

Carolyn Hersh: Okay.

Tim Clites: So [inaudible] until next week?

Punkin Lee: So, can we just defer this till future?

Carolyn Hersh: Okay.

Punkin Lee: Do we have to vote on that? No?

Will Moore: [inaudible]

Punkin Lee: No.

Carolyn Hersh: Thank you.

Punkin Lee: So, thank you. [off mic]

Tim Clites: Next order of business is discussion items.

Estee LaClare: Thank you, Chair Clites. I just wanted to let everybody know I've provided you with a summary from the Department of Historical Resources CLG Training Session that I attended last Friday. It was a wonderful gathering. Lots of different people, even from southwestern Virginia. So, a lot of people came in and we discussed public outreach and how we can help HDRC's and ARB's thrive and succeed. A commission that welcomes and encourages public participation. So, what I did, I basically summarized all the different sessions for you, and if you have any questions, please let me know. I will email you all a copy of this tomorrow.

Tim Clites: Thank you and thanks for the summary. I apologize, I know I was scheduled to be with you, but things cropped up, so.

Estee LaClare: Totally understand. Thank you very much.

Tim Clites: By show of hands. Do we have a quorum for the seventh? It appears like we might. If anybody has any conflicts, please let staff know and they'll coordinate.

Margaret Littleton: I have one discussion.

Tim Clites: And Margaret has one discussion item she'd like us to back up for.

Margaret Littleton: Coming through town tonight at 4:30. The two sandwich boards that are on the corner of the Oyster Bar, and people were having a very hard time walking around them, and they were one of them was from black and white, and another one was doing a sale. I don't think they should be there.

Tim Clites: I think that's something that Mr. Moore has heard, but probably isn't part of our purview. But he's heard.

Will Moore: We're working on the issue of we're intending to do. It's not the purview of this committee. So, I don't want to open this up to a lot of feedback. [laughter] But in general, what we're going to do,

because these have been cropping up more and more and we do not permit these, but we're developing our own sandwich board signs that we will be placing at corners that will list multiple businesses that are down that street. So, we don't get two, three, etcetera popping up. But at the same time, we'll be providing that additional support for our businesses who aren't located right on Washington Street. We intended to implement that by now, but Ali MacIntyre is working on that a good bit, and she's delivered kind of a policy document to me. And we're just we're trying to catch [00:50:00] up. She's got a lot of events going on, but we intend to implement that soon. And I believe all the businesses that have their individual chalkboard signs right now have been notified that when we implement this, their individual ones will have to go away.

Margaret Littleton: Okay. So, thank you. It was just a baby carriage and a dog.

Will Moore: No. Understood.

Margaret Littleton: A lot of people. [laughter]

Tim Clites: Thank you.

Margaret Littleton: You're welcome.

Tim Clites: Any other discussion items or input before we adjourn? We're adjourned.

Virginia Jenkins: Mine just turned on again.

Tim Clites: Meeting's over. Mine works now, too. [multiple speakers]