



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



Thursday, June 6, 2019

PENDING APPROVAL

The regular meeting of the Historic District Review Committee was held on Thursday, June 6, 2019 in the Town Hall Council Chambers, located at 10 West Marshall Street. Chairman Turnure called the meeting to order at 5:30 p.m.

PRESENT: William Turnure, Chairman
Tim Clites
Margaret Littleton
Linda Wright
Cindy C. Pearson, Council Representative

STAFF: William M. Moore, Deputy Town Administrator
Rhonda S. North, MMC, Town Clerk

ABSENT: Punkin Lee, Vice Chair (excused)
William Anderson (excused)
Virginia Jenkins (unexcused)

Approval of Minutes

Committee Member Littleton moved, seconded by Committee Member Clites, that the Historic District Review Committee approve the May 2, 2019 regular meeting minutes.

Vote: Yes – Committee Members Clites, Littleton and Wright

No – N/A

Abstain – N/A

Absent – Committee Members Lee, Anderson and Jenkins

(Chairman Turnure only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee.)

Old Business

COA 19-02: A request for lighting and outdoor seating – 14 S. Madison Street – Old Ox Brewery

Chris Burns appeared before the Committee representing the Old Ox Brewery. He reviewed the light fixtures that were being proposed and noted that they were dark sky compliant. Mr. Burns advised that the bollard lights for the planting areas would be mounted on posts that would be forty-eight inches high, plus the height of the fixture, and would be aimed at the patio.

The Committee noted that the specifications indicated the bollard lights could be a maximum of 100 watts and expressed concern that this may be too bright. Mr. Burns agreed to look for a lower wattage bulb and explained that they were only looking to produce mood lighting.

Mr. Burns reviewed the proposed tables, chairs, lounge chairs and umbrellas for the patio. He noted that the tables were different, depending on whether there were two- or four-top tables, and advised that he provided two options for the four-top ones. He expressed a preference for the table that consisted of a black metal frame with a synthetic teak top.

The Committee agreed they preferred the tables with the teak top and suggested this style be used for all of the tables so they would match. Mr. Burns questioned whether this style was available for the regular height ones; however, he agreed to do his best to match them.

Mr. Burns reviewed the layout for the tables. He noted that with the exception of the tables on the lower patio level, all of them would have umbrellas.

Committee Member Littleton moved, seconded by Committee Member Clites, that the Historic District Review Committee approve COA 19-02 (S 19-02), a request of Graham Burns for lighting and outdoor seating at 14 S. Madison Street (Old Ox Brewery).

Vote: Yes – Committee Members Clites, Littleton and Wright

No – N/A

Abstain – N/A

Absent – Committee Members Lee, Anderson and Jenkins

(Chairman Turnure only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee.)

New Business

COA 19-19 (S 19-10): Request for Wall Signs & Freestanding Sign – 111 W. Washington Street – Atlantic Union Bank

Jeff Lee, of Superior Signs, appeared before the Committee representing the application. He explained that they looked at the existing signage at the Middleburg Bank so they could present signage that was in keeping with it. Mr. Lee advised that the signage over the door would consist of flat aluminum lettering, which would be ¼ inch in depth, in a bronze color. He noted that they would be pin mounted into the brick and advised that the fasteners would not be visible.

Mr. Lee reported that the projecting sign would be located on the existing sign bracket. He advised that it would be a flat aluminum sign. Mr. Lee explained that he would route out the letters and insert an acrylic panel that would contain the letters and logo so as to create a raised appearance.

The Committee held some discussion regarding this sign. They expressed concern about the simple nature of it and that different lettering was proposed than was used on the other signs. The Committee questioned whether aluminum was an appropriate material. They suggested the sign should include a one-inch white raised border to make it more interesting, that the same font should be used as was used on the existing sign and that the sign should be painted using a low gloss paint so it would not be too shiny.

Mr. Lee agreed to add the border and to paint the sign in with low gloss paint. He advised that he would check with the bank to see whether they would approve the font and noted that they selected the one that was proposed.

Committee Member Clites moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 19-19 (S 19-10), a request of Jeff Lee for wall signs and a freestanding sign at 111 West Washington Street (Atlantic Union Bank) as presented with the following clarifications: (1) all of the blue paint would be a matte finish or as flat as is available; (2) the Middleburg Financial projecting sign shall include a one-inch thick or wide raised border in white and the font for "Middleburg Financial" shall match the font of the existing Middleburg Bank sign in that same location; and (3) the rear sign is approved as presented, including the border, with the blue being the same blue paint as for the other two signs.

Chairman Turnure noted that the font was a suggestion and advised that if the applicant wanted a different one, the Committee would be open to considering it. The Committee agreed that if this was the case, the Chairman could approve a different font.

Vote: Yes – Committee Members Clites, Littleton and Wright

No – N/A

Abstain – N/A

Absent – Committee Members Lee, Anderson and Jenkins

(Chairman Turnure only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee.)

COA 19-21: Request for Deck and Outdoor Seating – 207 W. Washington Street – Mt. Defiance Cidery & Distillery

Peter Ahlf and Mark Chretien appeared before the Committee representing the application. Mr. Ahlf explained that they wanted to provide outdoor seating on the right side of the building. He noted that the deck would address the change in topography of the property. Mr. Ahlf advised that the deck would extend eight feet into the parking lot and down the side of the building. He noted that there would be no change to the existing sidewalk. Mr. Ahlf advised that they would place a table on the existing concrete pad so it would be handicapped accessible. He noted that the deck would contain handrails on the parking lot side only and explained that this was due to ABC requirements. Mr. Ahlf reviewed the proposed table configuration. He advised that they would not remove the planter but rather were proposing to make it nicer so it would provide for a garden-like setting.

The Committee expressed concern about the materials for the proposed railing and noted that this was the first building individuals saw when they came into town. They suggested the need for something more historic and in keeping with the building. The Committee recommended the installation of a black metal handrail, with simple plain pickets. Mr. Chretien agreed to do a metal handrail and noted that it would be nicer.

The Committee held some discussion of the decking material. They noted that under the Historic District Guidelines, if wood was used, it would need to be painted or stained. The Committee suggested the applicant consider some type of composite material in a gray color.

Mr. Ahlf reviewed the proposed furniture and noted that it was the same as was used throughout the town. He advised that some of the tables would have beige umbrellas that would match the color of the building's stucco.

The Committee noted that they needed to see a sample of the railing and decking before they could approve it; however, they agreed to the concept of what was being proposed.

Committee Member Clites moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 19-21, a request for deck and outdoor seating at 207 W. Washington Street (Mt. Defiance Cidery & Distillery) as presented with the following samples to be brought back at the next meeting for final approval: (1) the deck material and finish and (2) the rail system, with the Committee's preference being that the rail be black metal and the decking either be stained, pressure treated wood or a synthetic material and if it was a synthetic or stain, the Committee would like to see the color.

Vote: Yes – Committee Members Clites, Littleton and Wright

No – N/A

Abstain – N/A

Absent – Committee Members Lee, Anderson and Jenkins

(Chairman Turnure only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee.)

Mr. Ahlf noted that they may return in the future with other items, such as fencing to create more privacy.

Chairman Turnure noted that he had a conflict of interest with regard to the next agenda item. He appointed Committee Member Clites to temporarily chair the meeting.

COA 19-20: Request to partially enclose a covered porch for a kitchen extension – 402 W. Washington Street – William & Grace Wozniak

Mr. Turnure appeared before the Committee representing the application. He explained that the Wozniak's had a very tiny kitchen, which they would like to expand by going into the existing side porch. Mr. Turnure advised that, if approved, the porch would be enclosed with Hardy Plank siding that would match the existing siding on the sun porch.

Deputy Town Administrator Moore noted that the Committee was only approving the west elevation, as the rear elevation was not visible from the street.

Mr. Turnure reported that the roof would remain the same. He advised that a new window would be installed that would be a standard wood casement window that would match the existing windows in the sunroom. Mr. Turnure noted that the lighting would not be exposed; therefore, it was not under the purview of the Committee.

Committee Member Littleton moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 19-20, a request of William Turnure on behalf of William and Grace Wozniak to partially enclose a covered porch for a kitchen expansion at 402 W. Washington Street.

Vote: Yes – Committee Members Clites, Littleton and Wright

No – N/A

Abstain – Chairman Turnure

Absent – Committee Members Lee, Anderson and Jenkins

(Councilmember Pearson is a non-voting member of the Committee.)

Chairman Turnure resumed the chair.

Discussion Items

Design Guidelines

Deputy Town Administrator Moore reminded the Committee that updating the Guidelines would be a project for later this year. He advised the members that now that they were getting their agendas electronically, he would include a copy of the Historic District Guidelines with them so the members would have ready access to them. Mr. Moore noted that he tried to identify the relevant sections in the Guidelines in his staff report for each application. He stressed the importance of relating the Committee's actions to the Guidelines.

Greenheart Sign

Deputy Town Administrator Moore distributed a sign design for Greenheart, a new business coming into town, and noted that their application was submitted too late to be included on the agenda. He advised that the applicant would like the members' comments in advance of their consideration of the application. Mr. Moore opined that if the members liked it, the applicant may produce it at his own risk. The members agreed they liked the sign.

Kriser/Wylie Wagg Sign

It was noted that there was a temporary sign at the Kriser/Wylie Wagg store, which was recently sold. Deputy Town Administrator Moore advised the Committee that an application for a new sign would be coming before them in the future.

July Meeting Quorum

It was noted that the July meeting fell on the Fourth of July; therefore, it would need to be rescheduled. After some discussion, the Committee asked the staff to poll the remaining members to see whether July 8th or 9th would be better for them.

There being no further business, the meeting was adjourned at 6:51 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – June 6, 2019

(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)

Bill Turnure: Good evening. I'd like to bring this meeting to order. First order of business is a roll call.

Tim Clites: Tim Clites.

Margaret Littleton: Margaret Littleton.

Bill Turnure: Bill Turnure.

Linda Wright: Linda Wright.

Cindy Pearson: Cindy Pearson

Rhonda North: Rhonda North, Town Clerk

Will Moore: Will Moore, Deputy Town Administrator.

Bill Turnure: Thank you. First order of business is the approval of the minutes from our May 2nd meeting. Has everyone had a chance to read the minutes? Are there any additions or omissions to the minutes? Is there a motion?

Margaret Littleton: I make a motion to approve May 2nd meeting minutes.

Tim Clites: Second.

Bill Turnure: All those in favor say aye. Aye. Opposed say nay. Motion passes. Okay. Action item, Old Business. Action Item COA 19-02 (S 19-02) request Graham Burns for lighting an outdoor seating at 14 S Madison Street, The Old Ox Brewery. Graham please do. Please do.

Chris Burns: Thank you.

Bill Turnure: Welcome.

Will Moore: This is actually Chris.

Chris Burns: Yeah, Graham is my business partner and father. Chris is here today.

Bill Turnure: Welcome Chris.

Chris Burns: Thank you. So should I start with a rundown of the materials that we submitted a couple weeks back?

Bill Turnure: Yes, if you would.

Chris Burns: Absolutely. So we submitted a presentation with our suggested fixtures for lighting as well as our suggested furniture and outdoor umbrellas as well. So taking those in order starting on the third page of the presentation we have the dark sky compliant wall sconces that we're proposing for the front of the building. Incidentally there is a lighting plan on the sixth page of the presentation as well. And then we have proposed on page 4 matching bollard lights for the planting areas just to make sure that it's a well-lit area. And I'll stop there and see if anyone has any questions.

Bill Turnure: The the bollards are actually in the planting area?

Chris Burns: That's correct.

Bill Turnure: As opposed on the wall or something like that? Are there some lights on the post and things like that as well or no?

Chris Burns: There are. So these lights will be on posts in the planting area. There are not currently any lights on posts in the courtyard area.

Bill Turnure: OK. I didn't know if the top of the stairs that were something or not.

Margaret Littleton: How tall are they?

Chris Burns: That's a great question. These were...

Margaret Littleton: [Off mic] through the link.

Tim Clites: I did the [multiple speakers]. How tall would you mount them? Would you mount them?

Chris Burns: We'd look to mount them approximately 48 inches plus the the height of the fixture itself.

Tim Clites: [Inaudible].

Chris Burns: Yup.

Margaret Littleton: [Off mic].

Chris Burns: I'm sorry?

Margaret Littleton: Hundred watt bulb. That's a lot of wattage.

Linda Wright: [Inaudible] It seems very high. [Multiple speakers]. No, for the bollard lighting.

Chris Burns: For the bollard lighting.

Linda Wright: Yes.

Chris Burns: Yeah. Our sole concern when we were looking at these fixtures was making sure that they were kind of protecting the canopy and making sure that they were focusing their light towards the patio itself. And we wanted to make sure that they matched the wall sconce lights. So these are the ones that matched. I wasn't particularly concerned with the the wattage when we were selecting them. We can see if we can come up with a lower wattage.

Tim Clites: Yeah. Well, I think wattage this is the maximum that the fixture can take. So you put and appropriate [multiple speakers] dim or put an appropriate bulb size in because you're not going to want, the goal I don't believe, is for these to be overly bright either. More just more for the safety and ambiance right?

Chris Burns: Yeah. The purpose is to light the the floor and make sure that everybody sees where they're stepping. It's not to create a spotlight situation. We want a little mood lighting.

Bill Turnure: Well that's a question I think that Margaret was saying. What's the height of the little retaining wall that you have? The new retaining wall that you're constructing.

Chris Burns: I can pull that up, but it's, just from memory, it's approximately. it's probably about 48 inches. It's probably about four feet tall.

Bill Turnure: And then this is going to go another four feet [inaudible]?

Chris Burns: If you go to page six.

Bill Turnure: Yeah.

Chris Burns: You'll see that they actually aren't in that [inaudible] that sunken area of the patio that's closest to the building.

Bill Turnure: Right. Right.

Chris Burns: They're along the side where the stairs are.

Bill Turnure: Right

Chris Burns: And in the planting beds that are closest to the street. So they'll be about 48 inches off of the patio level, yeah.

Bill Turnure: Total. OK.

Chris Burns: Yes.

Bill Turnure: OK. That makes more sense.

Linda Wright: And you've got the plants around them as well so they're [inaudible].

Chris Burns: Yes.

Bill Turnure: [Inaudible] and then another four feet above that. OK. I got it. That's good. That's good.

Chris Burns: And I'll keep motoring until you tell me to stop. On slide 5 we have the goose neck lights that are illuminating the sign itself. So we have three of those on the the main wall of the building, the back most wall and that is all of the lighting that we're seeking approval for today. If we move on to slide 7 we have our suggested tables and chairs for the patio. I've included links to two different types of tables. The one is a black metal framed table with a synthetic teak top for weather resistance. And then the second table is a metal slatted four top table to match the slatted chairs that we recommend for the space. Moving to the second page of tables and chairs on Slide 8. We have a matching high top table with the

teak top and the black metal frame with a matching slatted high top chair which we're proposing to put on the lower portion of the patio next to the building. We wanted to have one comfy lounge area so we are suggesting a slatted black metal L shaped lounge set with grey cushions, not the blue that's pictured. That was just the only color. I do like that blue. It's the Old Ox blue, yeah.

Bill Turnure: [Inaudible]. [Laughter].

Chris Burns: But that was the only picture they had so. But it would be the more charcoal color.

Margaret Littleton: Right. [Inaudible].

Chris Burns: And then the patio umbrellas would be a tasteful blue to go along with all of the kind of neutral black and grey tones on the patio. And we've included a suggested furniture layout on Slide 11. And I will stop there, that was a lot.

Cindy Pearson: [Off mic].

Chris Burns: Excellent. I'm so glad to hear it.

Margaret Littleton: When?

Chris Burns: Oh, that's the question, right? That's the question. So the construction is going to be done and ready to welcome everybody within two weeks. Really the only question is going to be how long it takes us to get utilities to the garage. We've been having. It's been a longer process than anticipated and we can't get occupancy until we have utilities to the garage. That's where our cold storage is for our beer anyway, so we can't serve beer without cold beer. [Inaudible]. [Laughter]. I mean we could, but nobody would ever come back, so you know. And then we just had a couple of backup furniture options just because it seemed to be similar to what was throughout the rest of the town, in case, but this is our preferred furniture.

Linda Wright: [Off mic].

Chris Burns: Oh good.

Linda Wright: They're clean and simple. I think you should have the teak looking for the little table.

Chris Burns: Yeah.

Margaret Littleton: And does that come with a teak top?

Chris Burns: Yeah

Margaret Littleton: No. It was a all wire.

Tim Clites: You're asking about this.

Chris Burns: Oh, you know I can check that out to see if there is an option for that same four top.

Margaret Littleton: I don't like that.

Chris Burns: I think the reason I don't like that I picked the slatted metal four top was because there wasn't a smaller configuration of the synthetic teak. I can actually look at that. I don't have.

Margaret Littleton: I just think it'd be fun to have it all match.

Chris Burns: I can see it. I know that they have that smaller rectangular size in the high top version, but I don't believe they had one in the regular table height.

Margaret Littleton: Yeah. Is this, we're asking where are they?

Tim Clites: Where is the four top?

Margaret Littleton: Right?

Bill Turnure: No they're in the upper level.

Chris Burns: They're on the upper level. [Multiple speakers].

Margaret Littleton: So they just [inaudible] them.

Bill Turnure: Yeah.

Chris Burns: Correct. So I apologize. The ones at the top of your screen are the ones that are closest to the building. Those are the high top two tops that we had proposed.

Margaret Littleton: They're nice, yeah.

Chris Burns: The four tops actually would, you see that cluster of three two tops that are immediately left of the? I believe those will actually get replaced with two four tops.

Margaret Littleton: Oh good.

Chris Burns: It's really hard to make sure that we just with a diagram to make sure that we actually have the space for people in between the tables. So that's either gonna be three of the two tops that are that synthetic teak or it's gonna be two of the four tops which are that slatted.

Margaret Littleton: Lower.

Chris Burns: Yeah, lower table height. [Multiple speakers].

Margaret Littleton: I think so too.

Tim Clites: If it's possible.

Bill Turnure: The metal slatted I think that's kind of more gardening to me.

Tim Clites: But the consistency of it if they're all gonna be on that [inaudible] this is really what you're going to see the most of. So I mean I think it is available it's somewhat a little more of a contemporary clean line which would be nice I think to be consistent.

Bill Turnure: But they don't have them.

Chris Burns: I just tried to pull it up, but I must not be on the right Wi-Fi [inaudible].

Margaret Littleton: Purchase more high tops.

Tim Clites: Now we'll just have to start over. [Laughter]

Chris Burns: Oh, you're gonna make me cry. [Off mic]. I will do my utmost to find a matching teak table that's the four top. I'm pretty sure the reason I didn't was because it wasn't available.

Margaret Littleton: Sure.

Bill Turnure: We can take the four top and cut it down.

Chris Burns: [Off mic].

Margaret Littleton: [Inaudible] umbrellas?

Chris Burns: I'm sorry?

Margaret Littleton: Are they the only ones that have the umbrellas?

Chris Burns: No. The six tops, the larger rectangular tables will have umbrellas. The four tops will have umbrellas. The picture doesn't show the umbrella hole.

Margaret Littleton: Okay.

Chris Burns: But it will be there. And then the only areas that won't be shaded then would be the the lower patio area just because we can't fit an umbrella down there. But during the evening it's well shaded anyway.

Cindy Pearson: [Off mic].

Chris Burns: Yeah. Yeah.

Bill Turnure: All right. Any further discussion? Is there a motion?

Margaret Littleton: Okay. Put my glasses on. I make a motion to approve COA 19-02 (S 19-02) request of Graham Burns for lighting and outdoor seating at 14 S Madison Street Old Ox Brewery.

Tim Clites: Second.

Bill Turnure: All those in favor say aye. Aye. Opposed say nay. Motion passes.

Chris Burns: Excellent. Thank you very much.

Bill Turnure: Thank you.

Chris Burns: We're looking forward to having you out at the brewery sometime in late June.

Bill Turnure: Thank you for the nice presentation.

Chris Burns: Thank you.

Will Moore: Thanks Chris.

Bill Turnure: OK. Action item, New Business. Action Item COA 19-19 (S 19 -10) request of Jeff Lee for wall signs and a free standing sign at 111 W Washington Street Atlantic Union Bank.

Jeff Lee: Hi, good afternoon.

Bill Turnure: Jeff.

Jeff Lee: I'm Jeff.

Bill Turnure: How are you.

Jeff Lee: I'm very well.

Bill Turnure: Good. Are you from the bank or are you from the?

Jeff Lee: I'm from Superior Sign. We've been working with union bank for about six or eight years. Something like that. In this case of course the name change came through to add a uniformity among all their brands in Maryland and North Carolina. I think North Carolina was already had Union Bank there so that prompted them to change the banks everywhere. I have no hair. [Laughter]. I think I've done a hundred and four permits since February for the bank. In this case and what we tried to do I can tell you that ownership my ownership when they had gone into this as they've done similarly in the past and taken a look at what's there in the way of signs, number, you know that type of thing, look, and present something that was more or less in keeping with. Naturally it can't go from five letters to Atlantic Union Bank with the logo, but that does what we did tried to do in this case.

Bill Turnure: OK. And we've got the photographs here and the various portions and Will says that this meets are at sign ordinance.

Will Moore: Yes sir.

Bill Turnure: So the front door the one quarter inch flat aluminum FCO [inaudible] so these are just flat aluminum signs, Jeff?

Jeff Lee: That's correct. [Multiple speakers].

Bill Turnure: There's no depth to them at all.

Jeff Lee: Half inch.

Bill Turnure: OK.

Jeff Lee: A quarter, excuse me.

Bill Turnure: OK Any other thoughts about the [inaudible].

Margaret Littleton: It's just letters. It's not a board, right?

Jeff Lee: That's correct.

Margaret Littleton: Yeah.

Jeff Lee: That's more or less what's up there now. I guess the one difference is color.

Bill Turnure: Yeah. And those are like brass or something. I think.

Jeff Lee: They look bronze. Yeah.

Bill Turnure: Yeah. Something like that. And how will they be fastened to the brick?

Jeff Lee: These are pin mounted into the brick. Now basically that studs on the back of the letters, a mounting pattern, pre drilled. And then more or less inserted with construction adhesive.

Bill Turnure: So you won't see any fastened on the front side.

Jeff Lee: Better not. [Laughter].

Bill Turnure: And exactly we've got ten and a half inches for the size of these things. And seven inches for the approximate for the okay. Any discussion on the front door? OK. And the panel sign that's replacing in the Middleburg Bank.

Jeff Lee: That would be along the rear elevation I guess next to a stairwell if I remember correctly.

Bill Turnure: No I'm looking at the one still in the front. [Multiple speakers. The projecting sign, yes. Basically we're just adding a new shingle, keeping all of the original structure in place you know for mounting.

Tim Clites: [Inaudible] a one inch thick raised border. Is that raised but in blue and so we don't see it or is in a white frame around the blue field. Or is it something you [multiple speakers].

Jeff Lee: Basically I mean as far as the construction of the sign panel itself it's probably [inaudible] flat aluminum that has routed it out for the lettering. We also take a piece of three eighths inch acrylic, route that out for the lettering. That second piece is oversized so that it fits through the holes in the aluminum and then it's sealed around the edge to keep everything's snug. There may be some clips behind that metal panel. When I'm seeing the one inch thick raised border I mean we've done these signs before that around the edge, but I'm not it seeing in here.

Margaret Littleton: Is it white or blue?

Jeff Lee: Pardon me?

Margaret Littleton: Is it gonna be white or blue?

Bill Turnure: He doesn't see it. He doesn't know. he is.

Tim Clites: I guess the question is do we want a border or? Maybe we just make I mean it looks like it might be a typo unless there's.

Bill Turnure: All right and I'm still trying to figure out FCO is flat cut out letters and this is an aluminum sign as well.

Jeff Lee: This is aluminum and acrylic. The aluminum is the background the acrylic is the push through plex forming the letters and the logo.

Bill Turnure: I mean my only thing about that that sign being aluminum is it's going to be too shiny and too you know right there at the front door and you know it's seven feet above the grade. And I think to me I mean if you had a border that would help but it seems very plain. And I mean even the font seems very simplistic compared to I mean the Atlantic Union font is nice and the old Middleburg bank font. This is just a very simple.

Margaret Littleton: Like a typewriter.

Bill Turnure: Yeah. It just doesn't have much you know decoration to it or something. It's just very plain and simple. And for the front door of the bank I just think that's a negative.

Jeff Lee: Would it be more desirable if there were in a white border running around the perimeter?

Bill Turnure: It would be for me. It would be for me and maybe the same font is you know the what the old Middleburg Bank. I'm not sure.

Tim Clites: I wonder if they have different if they would have used a different font when they made that whatever that is. It's like a subsidiary or something right? I wonder if that's part of their logo letterhead or if that's just a default the sign company put in there.

Bill Turnure: I don't know but it doesn't match the Atlantic Union either. That's right. [Inaudible].

Margaret Littleton: It's not strong enough.

Jeff Lee: I really wish I could comment on that development. Out of the two hundred eighteen branches that we'll rebrand there were like five or six that were maintaining Middleburg and it was always financial. And I believe it's a mortgage division company because some of these are out of state of Florida. Pardon? [Off mic]. Probably so. As far as you know the letter style I can tell you that all the designs came from Union Bank.

Bill Turnure: Right. Yeah that's my only those my comments as far as the sign is concerned. [Inaudible].

Tim Clites: The border helps. How do you get a sense of the acrylic? Acrylic panel doesn't sound very appealing, but you don't really know what it looks like right? Because we have a lot of synthetic. Well the aluminum would just be the white is if I understand it correctly the blue is basically a Ziploc bag that's open on the bottom and you route out the white and then you slide this white aluminum panel up into the Ziploc. Right? So the amount of white that we see is all the aluminum that we see, but it's sandwiched between two pieces of acrylic. Is that right? Do I understand that right?

Jeff Lee: No actually it's like the back of the chair. If this were flat and it's a solid flat piece of aluminum. It gets rounded for the lettering, so there's holes in there. Then I take a thicker piece of acrylic, route it down a half inch, leave a quarter inch behind the panel, so that it's oversized and we push it through the holes in the flat aluminum that's been routed so that when you look at the sign from the outside you'll see metal and then you'll see little plastic letters sticking out and it's a tight fit.

Tim Clites: Yeah. So the white is projecting on both sides from the blue. Thank you for explaining that I totally had that wrong. Did you see it that way?

Bill Turnure: Yes, I did.

Tim Clites: So it's projecting then the border makes even more sense I think. I was seeing it recessed.

Bill Turnure: I'm not getting the the aluminum. I don't think it's appropriate.

Linda Wright: We don't have an aluminum sign in town anywhere. [Inaudible].

Jeff Lee: Well, the letters on the building now are aluminum.

Bill Turnure: The Middleburg Bank? I think they're brass. It's it's not as shiny.

Jeff Lee: You know we're going to paint the aluminum we can paint it any color. We've got on auto body paint job in our sign shop if it's a matter of sheen then you know we just take it down to satin.

Bill Turnure: I'm not as concerned about the one that's up high because I'm really not sure you're gonna notice that too much, but it's right down at eye level I mean that's a seven foot high, right at the door, everybody's going be walking by there and I just think it's going to be a little too slick. And I don't think it's appropriate for.

Jeff Lee: I don' t know what the science might have now to be honest with you.

Bill Turnure: It's either wood or whatever that [multiple speakers] whatever it is.

Margaret Littleton: Think about that one. Yeah I'm not sure aluminum is right for the historic district right in high level.

Tim Clites: Flat or a matte paint.

Bill Turnure: Paint, maybe.

Tim Clites: He's saying they get they would spray it. The color's the color right? But if it were a flat or matte paint it might not make the aluminum be so. I mean at some point you should be able to paint aluminum to start to have a similar feel to the synthetic that we usually see.

Bill Turnure: I'd be more amenable to the paint [inaudible] flat paint. We have plenty of wooden signs that are painted.

Tim Clites: Right.

Bill Turnure: You get the same. As long as we have that one inch depth of the sign and a border.

Tim Clites: So white is raised about a quarter of an inch you say?

Jeff Lee: Yes sir.

Tim Clites: And the border would be at least that raised that much also when we're talking about a border we're talking about. Right? We're talking about a picture frame something that sits proud of the blue that's white 1 inch thick. Why? That's what you see. Yeah. I would be all right with that.

Bill Turnure: Does that makes sense to you Jeff what we're saying.

Jeff Lee: I'm sorry. [Laughter].

Tim Clites: It needs a one inch border in white.

Jeff Lee: Depth or thickness?

Bill Turnure: Width.

Jeff Lee: Width. One inch around and then the perimeter.

Tim Clites: And then we want it to be raised like the other white so that it's three dimensional.

Jeff Lee: Gotcha. To the same level?

Bill Turnure: Yeah, as the letters.

Jeff Lee: OK. We can do that.

Bill Turnure: Can you? OK.

Jeff Lee: Yeah. I'm here to make y'all happy today. [Laughter]. Whatever you need.

Tim Clites: And then the blue if we could paint it with a flat or a matte as flat of paint or with as low a gloss paint as you would have we think would help the aluminum not to look like aluminum.

Jeff Lee: That'd be fine as oil and I know we had to do that for SunTrust down merchants walk eight nine years ago.

Tim Clites: So I'm going to ask another question then while we're on this conversation of paint. The Atlantic Union Bank if you look at the picture option B. The front door the sign we're talking about is directly to the right of the front door. Would we want all of the blue in all three of these signs to be the same whatever?

Bill Turnure: Can you paint those as well Jeff?

Jeff Lee: I beg your pardon.

Bill Turnure: The Atlantic Union Bank sign above the door. Can we have those letters painted as well to match the sign. [Off mic].

Jeff Lee: Sure. I mean we've got to paint them anyway

Tim Clites: You've got to pay them anyway [multiple speakers] we just say all the blue is gonna be the same so it doesn't get chaotic with yeah. Actually, I'm sorry to interrupt. If we go to option A everyone

scroll to the last picture. There is Atlantic Union Bank with a one and a half inch thick raised border because it's a bigger sign. But that's the idea. Yeah that's what we're talking about.

Cindy Pearson: [Off mic].

Margaret Littleton: I totally agree with you.

Linda Wright: The lettering ought to [off mic].

Bill Turnure: [Inaudible] Middleburg Financial it's not saying Atlantic Union. the way I think you might.

Linda Wright: So can can go back to matching what Middleburg Bank and financial have always used and use the same font rather than that very plain font?

Bill Turnure: That would be up to Atlantic Union.

Jeff Lee: It's a marketing thing. I'm not going to be able to answer that.

Bill Turnure: I can't see that would be something that they would even pay attention to. I think they just I mean that's just a standard. No I think matching the old Melbourne bank font would be nice if they can do that. I'm not sure the bank's gonna really care about that. I can't see that being something that would be of benefit as marketing to have that font.

Tim Clites: And you're making that comment specific to the Middleburg financial [multiple speakers] sign only.

Bill Turnure: Correct. Can you pass that by and see if that would fly?

Jeff Lee: And that is making retaining the serif style Middleburg bank?

Bill Turnure: For the Middleburg bank just for the lettering.

Jeff Lee: I'll see what they say. Like I said you know I don't know if it's a marketing deal or not. I'd be happy to.

Bill Turnure: I can't imagine that it would be, but if it is an issue just let us know.

Jeff Lee: OK.

Bill Turnure: I don't know.

Tim Clites: Y'all ready for a motion?

Margaret Littleton: You get to do it.

Bill Turnure: Yeah. Fire away.

Tim Clites: All right great. Let's keep this moving. I move that we approve COA 19-19 (S 19-10 request of Jeff Lee for wall signs and a free standing sign at 111 W Washington Street Atlantic Union Bank as presented with the following clarifications. The first being that all the blue paint used would be a matte or as flat a paint as is available. And that the Middleburg financial projecting sign include a 1 inch thick or

wide raised border in white and the font for, thank you, Middleburg Financial. Match the font of the existing Middleburg bank sign that's in that same location. Did I miss anything?

Will Moore: The rear sign is as presented then?

Tim Clites: The rear sign is as presented including the border and the blue being the same blue paint as the other two signs.

Bill Turnure: I just want Jeff to know we're suggesting the Middleburg bank font as something different than what's there. I think it's not necessary that we love that font. It's just that we don't particularly like the font that they had presented. So if there was another font that they wanted that would be more suitable for them we're willing to listen whatever [inaudible] to do. Does that make sense?

Tim Clites: And I would be comfortable with, if it's okay with the group, for that just simply to be sent to the chairman to look at so that applicant doesn't need to come back. I mean I think yeah. So that's the whole motion if you've got all that whoever's recording at the other end of this little stick thing. [Inaudible].

Linda Wright: Second that.

Bill Turnure: All those in favor say aye. Aye. Opposed say nay. Motion passes. Thank you sir.

Jeff Lee: Thank you much. Enjoy your day.

Bill Turnure: You do the same. OK. Well I think what we'll do is pass over the next order of business and skip to action item New Business Action Item COA 19-21 request of Peter Ahlf for deck and outdoor seating at 207 W Washington Street, the Mt. Defiance Cidery & Distillery. Welcome gentlemen.

Peter Ahlf: I'm Peter. This is my boss, Marc Chretien, the managing partner of Mt. Defiance Cidery & Distillery. [Off mic]. [Laughter]. So I guess I'll just walk through the supplemental material that I had passed on then. [Multiple speakers] is right in front of you. So what we're proposing is an outdoor seating area that is if you're facing the front of our building it's to the right hand side. So first I just have a picture of the parking lot to show the overall building and the size of the parking lot. Will mentioned that some of the drawings are a little bit inconsistent the diagram that when you look down on it is the most accurate of them in terms of the existing retaining wall and the space that we're proposing to put a deck up on. That side of the parking lot start you know there's a slope that gets a little bit more pronounced as you get to the far side. And then there is a fairly wide walkway back on the right hand side of the building. At the rear of that walkway is our handicapped bathroom without door outdoor access. And then there's a retaining wall in the back that divides our property from our neighbors property. What we're proposing is a deck that you know accounts for the changing and the levels and so there's two parking places that we're proposing to use for the deck. We would put the highest level the deck would be in the furthest to the right parking space. And we're proposing that to be about eight by eight feet. The parking space itself is about eight feet wide and then we're proposing going eight feet into the parking lot which is not quite as far as the existing planter box currently goes. Then there would be a step down to the next level which is would again be about an eight by eight foot platform. And then depending upon you know we haven't taken detailed measurements. I'm not sure if that would then be the same level that would extend back along that rear that side space next to the building or if there will be a slightly. It could be that that's another six inches lower so we're proposing that the deck space that extends along the side there's currently a sidewalk and then there's a space that's mulched that goes back about two thirds of the way. And then there is a concrete platform that concrete pad that's to the rear of that side space. So we're proposing the deck to extend about back as far as that mulched area. But not change in any way the

sidewalk that goes along the side of the building so that there's still handicapped access back to that bathroom and we're also proposing that we would put a table on the concrete pad in the back so that there would be handicapped access to this outdoor seating space. So that would be like one. One table that would be handicapped accessible so they wouldn't have to worry about getting up on to the deck itself. The next shows a picture there would be handrails that delineate the space along the parking lot. There would be no handrails on you know that on the part that extends back into that space the side space because again that's only going to be less than one step high off of the sidewalk. And in order for people to step up onto what's about a 40 inch space and be able to sit at a table there you know we didn't want to block that with with a handrail so they would just step up onto that at the table and be able to sit down. The handrails along the parking lot or necessary both for safety and for the Virginia ABC to prove this as a outdoor seating area for a distillery because that space has to be delineated. We've already shown this to our compliance officer and she's approved it in concept. We're proposing to put six to eight tables. I think we'd put two tables on each of those parking space eight foot by eight foot spaces and then two to four I don't you know we just haven't measured out how many would fit. Two to four probably three tables that go back along the other side. They're all two tops. I tried to show a picture where we overlay in kind of my terrible graphics capability but the red spaces in that picture that I'm looking at is just kind of shows you the areas that this would take up then I'd have a close up of the two parking places that would consume. One of those parking places practically never use now because there is actually a part that's not paved and so it's really only a half parking place. So that would be one of them and the one next to it. And then a close up of that space next to the building extending back and you can kind of see that mulched area that we would be putting the deck over. And then any questions on sort of the general concept before I move on?

Margaret Littleton: I have one. The path back to the bathroom you said it's eight feet you're going to use? Looks like about three.

Peter Ahlf: Eight feet is this is the total width.

Margaret Littleton: OK including the side walk?

Peter Ahlf: Including the sidewalk and so it's about half and half

Margaret Littleton: You're not going to take away the planter at all?

Peter Ahlf: No in fact we mulch it. We want to make that really I think it's pretty nice now but we want to make it even nicer so people who are sitting there will have a nice little garden to look at.

Margaret Littleton: But the one coming this way along the road you're going to take away.

Peter Ahlf: No.

Margaret Littleton: This one here.

Peter Ahlf: No we're not taking away any of the existing planters. We're going to the planter that extends out the furthest that we've always had trouble with people taking the turn a little bit sharp and running over part of it and it's kind of a mess, so we're gonna fix that and hope that people don't run over it again. [Multiple speakers].

Cindy Pearson: I was agreeing with you on that because we know how the people drive that come in and out of that road. And there is a little bit of a fear of people sitting there.

Peter Ahlf: Which is one of the reasons why we don't want to extend the deck back as far you know so there's a several foot buffer that that raised bed provides.

Will Moore: I did clarify with Peter and as he stated if you look at the first graphic the plan view drawing that shows the raised bed outlined in yellow that is the most accurate where as that bed does extend north beyond the limits of where the deck is. Whereas if you look at the little sketch up drawings it looks like it's the deck is in line with the end of the planter wall. That's not the case this is set in about probably about three feet I think we decided yeah

Bill Turnure: So that'll be just over part of the two parking spaces and the mulched area? Everything else stays the same.

Linda Wright: So you're going to step up from the walkway the handicap ramp up to the deck where the two tops are.

Peter Ahlf: No our proposal is that the handicap access is only to one table that's on the side of the building

Linda Wright: But as you go to the deck to the right of that is that flushed with the concrete? [Inaudible] there's a step up.

Peter Ahlf: No, there's just enough for the board [multiple speakers].

Bill Turnure: Then I'll step up to the smaller area.

Linda Wright: [Inaudible].

Margaret Littleton: Did you consider metal railing as opposed to the wood?

Peter Ahlf: No we did not. We are open for suggestions.

Bill Turnure: I don't necessarily not against the concept of having the seating out there and leaving the planting area you know it's fantastic. Losing those couple of parking spaces. I mean there's plenty of outdoor spaces where you can sit. Whether it be at the oyster bar or some of these places where you can sit outside. So I don't have any concept. It's just the material. I just think that if this were going to be on a historic home in Middleburg and to have a pressure treated I mean the simplest least expensive deck that you can build and that just would not sort of work. So I think in this case not that this is an old historic building, but it does have a nice history here right on the corner. It's the first building that you see when you drive into town. So whatever that material is and however it's detailed is the crux of this. [Inaudible]. No I'm thinking something a little bit more historic.

Linda Wright: Stone or pavers or something else.

Bill Turnure: No I'm just talking more for the lack of a handrail even though the handrail.

Linda Wright: Even for the handrail.

Marc Chretien: [Off mic].

Bill Turnure: Something like that. I mean [multiple speakers] with the building itself.

Peter Ahlf: The building is 1950s.

Marc Chretien: [Off mic]. [Laughter].

Peter Ahlf: What do you propose that would be in keeping with the 1950s style architecture of the building?

Bill Turnure: I'm not sure.

Marc Chretien: [Off mic].

Peter Ahlf: Yeah like I'm trying to think of what the common ground has for railing. Is that what you're thinking of?

Will Moore: It's just a plain black picket I believe.

Cindy Pearson: [Off mic].

Margaret Littleton: [Inaudible] one or the other. [Multiple speakers].

Peter Ahlf: Is that what you're thinking would be nice?

Bill Turnure: Something other than pressure treated.

Peter Ahlf: Yeah, the Home Depot prefab. [Laughter].

Marc Chretien: [Off mic].

Bill Turnure: Let's get it started. Get the ball rolling. Yes.

Marc Chretien: [Off mic].

Linda Wright: I mean you wouldn't do any scroll work. Just make it simple clean picket. That match more of the vertical in your windows and all of that too.

Marc Chretien: [Off mic].

Bill Turnure: They can do it out of metal.

Marc Chretien: [Off mic].

Margaret Littleton: It'll feel more open. You think you'd like that.

Bill Turnure: Yeah.

Marc Chretien: [Off mic].

Bill Turnure: I don't think you have that much of it.

Marc Chretien: [Off mic]. [Laughter].

Peter Ahlf: I think it'll make the building look more inviting.

Marc Chretien: [Off mic].

Margaret Littleton: Will you have umbrellas?

Peter Ahlf: Yeah. So if you continue down.

Linda Wright: One other question about the decking before we move on to umbrellas. Will you eventually stain the decking? [Multiple speakers].

Marc Chretien: [Off mic].

Linda Wright: But it does have to sit for a few months before you do anything.

Marc Chretien: [Off mic].

Peter Ahlf: A dark color I would Yeah. [Multiple speakers].

Bill Turnure: Putting down some composite would be worth your money in the long term. Some sort of [inaudible], [multiple speakers] or something like that.

Tim Clites: Get it in a medium to dark gray color or something that just disappears with black iron and it's [inaudible].

Peter Ahlf: Do you view [inaudible] as better than pressure treated from a visual point of view?

Linda Wright: [Inaudible] pressure treated is difficult.

Bill Turnure: And it is in our guidelines and anything any bare wood has to be painted. I'm not saying that it has to be painted, we can stain it pigmented stain but it does have to be treated in some way.

Marc Chretien: [Off mic].

Peter Ahlf: Yes so I've not yet, but I was wondering it would it be possible to get sort of approval to do it either with pressure treated that we stain later or [inaudible] if we look into that and get it be within our budget.

Marc Chretien: [Off mic].

Peter Ahlf: Yeah. I don't know if you need to.

Marc Chretien: [Off mic].

Bill Turnure: We were thinking more like a grey.

Peter Ahlf: Grey?

Bill Turnure: [Multiple speakers] with a black handrail I think it might look nice.

Marc Chretien: [Off mic].

Peter Ahlf: Okay.

Bill Turnure: And the same thing with the stain.

Peter Ahlf: A great a gray stain.

Marc Chretien: [Off mic].

Linda Wright: Yeah, and [inaudible] does come in that color.

Bill Turnure: And it doesn't have to be [inaudible]. Any kind of composite.

Marc Chretien: [Off mic].

Bill Turnure: Very trendy right now.

Tim Clites: You like grey on buildings. [Laughter]. Easy, I'm getting sensitive.

Peter Ahlf: Okay. The other thing on the parking. I don't know Will if you pulled up that paperwork.

Will Moore: You're fine.

Peter Ahlf: We're fine. OK.

Will Moore: In terms of meeting a parking requirement they can encumber those spaces

Tim Clites: And this is a site plans sketch doesn't show it but I assume you know kind of like where the property line is and where the setback is for the VDOT you know all that. I mean don't kind of see it in this site plan but it's not necessarily the edge of the road. Right? And so I don't know where that's at. [Off mic]. Inside of your property line yeah. OK.

Marc Chretien: [Off mic].

Tim Clites: I remember when you came in when you were doing the building there was. I just don't remember where the line was. But you're well inside that.

Marc Chretien: [Off mic]. [Laughter].

Peter Ahlf: Then the furniture were proposing I pretty much looked at what everybody else has in the city and in the town and they use the same stuff basically two tops that are you know the metal with the mesh. The chairs are from the [inaudible] which are metal stacking chairs which is nice. And then we are proposing umbrellas not in every one of the tables. I think we would put umbrellas in like one umbrella per those each those square areas and then maybe an umbrella along the side maybe not. That area does get better shading from the building during the day.

Margaret Littleton: What color?

Peter Ahlf: Well we're proposing this beige which goes with the color of the stucco that we currently have.

Margaret Littleton: Perfect.

Bill Turnure: Any further discussion?

Margaret Littleton: You will remove the furniture in the winter?

Peter Ahlf: Yes absolutely.

Marc Chretien: [Off mic].

Margaret Littleton: It just would look silly with ice on it.

Peter Ahlf: We might put it back out for Middleburg Christmas if it's looking like the weather will be nice.

Bill Turnure: As needed. Yeah.

Marc Chretien: [Off mic].

Bill Turnure: All right. Any further discussion? Is there a motion?

Linda Wright: We need to bring back samples on the railing. Don't we need to see that rather than do two split? I don't know.

Tim Clites: [Off mic].

Bill Turnure: I agree.

Tim Clites: [Off mic].

Linda Wright: Right. But you've got to find it and spec it.

Bill Turnure: Can you do your due diligence and come back next month with that?

Marc Chretien: [Off mic].

Will Moore: We need to set that date actually.

Bill Turnure: Beginning in July [multiple speakers]. If you do due and make your selections and so forth and be ready to construct it. I mean I think we basically are agreed upon as far as the concept of what we talked about tonight. We would just like to see it for the record.

Marc Chretien: [Off mic].

Peter Ahlf: We'll have to get permits but.

Marc Chretien: [Off mic].

Tim Clites: [Off mic].

Peter Ahlf: Yeah we can get the permits. I guess the two parts, the railing could be the last thing that we put up. Do you need to know whether it's composite vs. a pressure treated that we stain later? Is it also something that you want us to come back with?

Tim Clites: Well I think to be clear I think we're thinking the railing is a metal, black metal of some sort. And the deck is either composite like [inaudible] that has a color which you can bring a sample of or it's pressure treated that would also have a color that I mean there's just you know [multiple speakers] standard stain charts [inaudible] pick one of those.

Peter Ahlf: I guess I was wondering if we could get started on the decking part you know before the next meeting if we were ready or should we hold off on everything?

Tim Clites: So should we have a motion to approve it, but they need to come back with the following. So they have an approval to build it, but they need to come back like we do we need the light see light fixtures before you finish.

Peter Ahlf: We won't start anything with the railing because that's you know we wouldn't buy that until you had your approval.

Tim Clites: Correct me if I'm wrong. They can't apply for a permit until you've given them the acknowledgment that there is some approval from us. Is that right?

Will Moore: Correct.

Tim Clites: Yeah so that's more than a month if we in concept we're okay with the layout we should be able to approve it and request this following samples. Yes?

Bill Turnure: That makes sense.

Linda Wright: Carry on then.

Peter Ahlf: What he said. [Laughter].

Tim Clites: Perfect. All right. So let's have a go at this. I move that we approve COA 19-21 request of Peter Ahlf for a deck and outdoor seating at 207 West Washington Street Mt. Defiance Cidery & Distillery as presented with the following samples to be brought back at our next meeting for our final approval. Sample number one will be the deck material and finish and sample number two will be the railing system. And the committee's preference is that the railing system be of a black metal and that the decking either be a stained pressure treated or synthetic. And if it's a synthetic or a stain we'd like to see the color.

Peter Ahlf: Question is when you say sample is that a physical sample you'd like to see or pictures like for the railing for instance.

Tim Clites: Pictures are fine for the railing if they're from a manufacturer if it's a manufacturer's cut sheet that's that's perfectly fine.

Bill Turnure: And there's no lighting or anything out there?

Peter Ahlf: Well the existing. We're not proposing any changes to the lighting.

Marc Chretien: [Off mic].

Margaret Littleton: Candles.

Bill Turnure: [Laughter]. Right.

Marc Chretien: [Off mic]. [Laughter].

Linda Wright: Second.

Bill Turnure: All those in favor say aye. Aye. Opposed say nay. Motion passes.

Peter Ahlf: Thank you.

Bill Turnure: I didn't make him part of your application but I was just thinking you have a little bit of extra square footage in between this decking and the end of those parking spaces you could have a little planting area right in that area too would be nice to soften it a little bit.

Margaret Littleton: Against the metal fence.

Peter Ahlf: [Laughter]. Well here's a few other while we're talking about enhancements and I probably up to come back for this but we had considered a fence along the Plains Road to provide more privacy to the people sitting in that area and then also there's that large retaining wall between us and our property behind us. I was thinking of a trellis you know with basically the air ferns or things like that to make a nice back area. So with those sorts of I guess we'll to come back.

Bill Turnure: Do that, but that all sounds great. [Multiples speakers].

Peter Ahlf: Our desire is to make that really nice for people to be sitting out there.

Margaret Littleton: Thank you.

Bill Turnure: Okay. Thank you gentlemen. Have a nice evening. OK. I'm going to have to recuse myself for the next action item which is IV.b. and I'm going to appoint Mr. Clites as the acting chairman in lieu of our vice chairman.

Tim Clites: [Off mic]. [Laughter]. [Inaudible] was smiling and giggling.

Will Moore: Well that was your idea to move over there. [Laughter].

Bill Turnure: Good evening everyone.

Tim Clites: Welcome Mr. Turner. We're going to look at COA 19-20 request of Bill Turnure on behalf of William and Grace Wozniak to partially enclose a covered porch for a kitchen expansion at 402 W Washington Street.

Bill Turnure: Thank you all.

Tim Clites: [Inaudible] what you presented?

Bill Turnure: The Wozniak's have a cute little home. They have, as you can see a tiny in the existing plan, it's a tiny tiny kitchen. And so they would like to expand the kitchen in some shape form or fashion. And so we've come up with a suggestion for them to in lieu of actually expanding the footprint they don't use their back porch very often. They have a couple of dogs. They really don't use that that side porch there very often. So for economy and just that they don't have the budget to build much more than that. We're proposing to expand onto that existing flagstone porch as a brick base and a concrete slab and it's topped with flagstone. So if you go to sheet A1 we've pushed out underneath that deck and then that patio that covered porch and then it could existing it goes back approximately 13 feet three inches and we're going to cover that envelope in a matching color and with the deciding that they have on the existing sunroom which will be made out of hardy plank as it goes back. It's very I mean you get a very tiny glimpse of this porch as you go by. Used to be I think Ms. [inaudible] house wasn't it? In between that and this house. And there's a big Holly Tree right there. So it's an evergreen and you just get this tight glimpse in there, but you definitely can't see it from the street. So Will and I discussed and thought it would be something that you all would want to you know see this application.

Tim Clites: So the rear elevation where you see the the larger casement window and then the French door to the side that's not really in your purview? You're only getting a glimpse of the side elevation potentially. The West elevation that thirteen point three foot run you get a little glimpse of that.

Bill Turnure: And that it actually sets back a tiny bit if you look at the plan it does set back a couple of feet back from that sunroom as well. Roof's going to stay the same. I mean it's all just built right underneath that.

Linda Wright: Looks nice. You've got a lot more kitchen in there.

Bill Turnure: Well they they love to cook and I'm not sure how they actually do it in that kitchen. And that vestibule is just really neat little feature inside the house. Window is a just a standard wood window. It's a casement window just to match the casements that they have in the in the sunroom. And it'll just be painted to match the rest of the gelled window. And we'll just paint that. It'd just be it a wood windows become primed and then we'll paint it.

Tim Clites: Yeah I used the other. I was like in the little kitchen window that's there now it's more or less that size I guess you just [inaudible].

Bill Turnure: It'll be right over the sink, correct.

Tim Clites: Any exterior lighting or signage we need to be aware of?

Bill Turnure: There is no signage. There is some lighting but it's not exposed to the street. They have two dogs. Trying to think of the kind of dogs, but they're very interesting. Some sort of spaniel. So they won't have a place to bring the dogs in. So they wanted to bring it in. This is going can have a tile floor. They want to bring in the dogs through this new side entrance as opposed to bring him into that vestibule there. Bring them into the kitchen. [Laughter].

Tim Clites: So the thought is you're going to keep the edge of the flagstone to keep it looking like a porch or are you going to take that off and have the siding [inaudible] brick. Yeah. So that when you do. OK. The side elevation it looks like the flag's still there, but.

Bill Turnure: There's there's actually a the beam that supports the roof is inside the outside of the flagstone. So as we bring that wall down we're going to have about an inch and a half set back from the brick. Once the flagstone's off it will have an inch and half back. We have a five quarter board that's

going to go down on the bottom. So I think that's what you're reading there. And this is probably an old one.

Tim Clites: Any comments?

Margaret Littleton: I like it.

Linda Wright: Yeah looks very nice.

Margaret Littleton: OK. I make a motion to approve COA a 19-20 request of William Turnure on behalf of William and Grace Wozniak to partially enclose a covered porch for a kitchen expansion at 402 W Washington Street.

Linda Wright: Second.

Tim Clites: All those in favor. Aye. Motion passes.

Bill Turnure: Very good thank you. I haven't asked Will, but do you know who Steve Wozniak is?

Linda Wright: [Inaudible] rings a bell.

Bill Turnure: The co-founder of Apple. [Multiple speakers].

Margaret Littleton: He doesn't live here. Can you get by? Whoops sorry

Bill Turnure: OK. You sent us the design guidelines Will. Is that to pique our interest in trying to get the ball rolling with the revisions of the guidelines?

Will Moore: No but that is a project that we hope to at least begin the process of this year. The inclusion of the guidelines is more so that now that you're getting agendas electronically you're linking to the applications I wanted to have that link on your agenda just so you have quick and ready access to the guidelines. It will probably be a little more important once we get updated guidelines that hopefully will cover additional areas of design that aren't currently contemplated. We don't have any guidelines pertaining to [inaudible] currently. [Off mic]. Right. Well there is some language about sign. So I always try to at least in my little cover memo give you some direction as to where to find relevant information about the application in the guidelines. Or I'll tell you that again with decking. [Multiple speakers]. It's important that this body try to ensure that you're relating your actions somehow to the guidelines and especially if there are relevant guidelines. It's important that we don't go down the path of I like this better than that. You know it's not a certificate of what you like best, it's a certificate of appropriateness. And how do we judge that being appropriate? Hopefully it's in relation to our design guidelines. So I'm going to just put that link on each agenda at the bottom so that it's right there, you can punch it, bring it up really quickly and look at the appropriate page and see if there's something in there that you should be thinking of according to your guidelines as it relates to the application before you. But again I think once we go through the process of updating guidelines that will be you'll have a better document to refer to. But there is some good information in your current guidelines as well.

Bill Turnure: And it is. When you refer to as various sections of the guidelines it's helpful to go back and look because there is more information in them and than maybe we give it credit for because you know just with the fencing you know it specifically says in there than any raw wood fencing needs to be painted. Now we can talk about staining it, but you know it has to have some sort of a color to it. So you

know there's information in there that we can it's very easily conveyed to the to the applicant what he needs to do and why. I appreciate that. But yeah we do need to get moving on this thing.

Will Moore: Yeah. So this is for a discussion item this came in too late to be included for action on your agenda. But the business owner is interested in any informal comments that you might have on the proposed sign. If it's a resounding it looks okay to me he will probably at his own risk go ahead and produce it in between now and your July meeting. But if there are concerns with it he would hold off on producing the sign.

Linda Wright: [Inaudible] on that existing bracket that's there looks like.

Bill Turnure: No what he's doing he's proposing similar to the books and crannies where we just have these studs coming up basically from the.

Linda Wright: [Inaudible] lights.

Bill Turnure: Then the lights go on over the [inaudible].

Linda Wright: [Inaudible].

Bill Turnure: Yeah I like the sign. I think that kind of an interesting way to hang the hang the sign.

Margaret Littleton: [Off mic].

Tim Clites: [Off mic]. [Multiple speakers]. [Laughter]. It's the composite that he uses for any sign that you've seen him do here in town. It's [inaudible].

Bill Turnure: Yes that's one I could not call earlier.

Margaret Littleton: [Off mic].

Will Moore: Yes ma'am.

Margaret Littleton: [Off mic].

Will Moore: No so hat's that's a temporary sign. They had filed some materials to try to be on this meeting, but there were some issues to replace the projecting sign. So this the the banner sign that you see up there is going to go away, but it's approved temporarily while they're going through the process. I had to send their materials back and they couldn't get them revised in time to be honest. [Off mic]. You have not, correct. Correct.

Bill Turnure: Where's the dog food place?

Linda Wright: [Inaudible]. New ownership new name.

Margaret Littleton: It's a bright blue banner.

Bill Turnure: So [inaudible] Wag is gone or did they just move? [Inaudible].

Will Moore: And they actually sold a while back to [inaudible]. But they kept the name. [Laughter].

Linda Wright: But it's just a name change. It's still the same thing going on in there it's just a different name. [Laughter].

Bill Turnure: I've walked down that. The sad thing is I've walked down that place that way a lot and I just thought it was still there.

Margaret Littleton: You can't miss that banner.

Linda Wright: It's a big bright banner up there it is [Inaudible]. [Laughter].

Bill Turnure: Okay. Any discussion items?

Will Moore: Oh I think I've got. So you'll see this at your meeting next month.

Bill Turnure: I don't think there's any issue with that. Any discussion items Will?

Will Moore: No additional ones besides the sign.

Bill Turnure: [Inaudible] July meeting. July 4th is a Thursday.

Will Moore: It is.

Bill Turnure: So we can have the meeting maybe early? Everybody come in early Thursday morning. I mean everybody is off right? So we can come in early. [Off mic]. [Inaudible] Get in here at 8:00, coffee and doughnuts. [Laughter].

Margaret Littleton: I thought you meant the third. [Laughter].

Bill Turnure: No? No one's up for that? Okay. So give me a second date. [Laughter].

Rhonda North: [Off mic].

Tim Clites: [Off mic].

Rhonda North: [Off mic].

Tim Clites: [Off mic]. [Laughter].

Will Moore: I'm actually out. I'm out the first week as well.

Tim Clites: [Off mic].

Bill Turnure: So we'll do it the next week.

Will Moore: You could. [Laughter].

Bill Turnure: Might be nice to do it that week.

Linda Wright: So you're thinking the 8th or the 9th?

Rhonda North: [Off mic].

Linda Wright: That's Monday Tuesday. I could do either.

Margaret Littleton: [Off mic].

Tim Clites: [Off mic]. [Laughter].

Rhonda North: [Off mic].

Bill Turnure: Today's the 6th. It doesn't give these people much time to get ready.

Tim Clites: [Off mic].

Will Moore: Okay so I'll send those two dates out and get the others feedback and see if one of those works best. Okay.

Bill Turnure: Because we already got one two three. You're out first?

Linda Wright: No I'm here.

Bill Turnure: But you're out the 8th.

Will Moore: Cindy doesn't count toward your quorum at least. So we're down one.

Bill Turnure: I'm not having a meeting without Cindy here. I refuse.

Will Moore: Okay. So I'll send that out to the others as well.

Bill Turnure: Thank you Will. All right. Is there a motion? So moved. That fast enough?

Margaret Littleton: Yeah. Got a lot done. [Laughter].