



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



**Thursday, February 1, 2024  
PENDING APPROVAL**

The regular meeting of the Historic District Review Committee was held on Thursday, February 1, 2024, in the Town Hall Council Chambers. Chair Clites called the meeting to order at 5:30 p.m. Town Clerk North called the roll.

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

**STAFF:** Danny Davis, Town Manager  
Rhonda S. North, MMC, Town Clerk

**ABSENT:** Margaret Littleton (excused)

**Election of Officers**

Election of Chair

*Committee Member Lee moved, seconded by Committee Member Jenkins, to nominate Tim Clites as Chair of the Historic District Review Committee.*

No other nominations were offered.

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

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Election of Vice Chair

*Chair Clites moved, seconded by Committee Member Jenkins, to nominate Punkin Lee as Vice Chair of the Historic District Review Committee.*

No other nominations were offered.

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

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**Approval of Minutes**

Chair Clites noted that he was not sure whether the term “cool” was used or not during the last meeting; however, he advised that the color temperature was quiet. He suggested the Committee use that term or “2700 kelvin”, which was a warm incandescent color, in the future.

*Chair Clites moved, seconded by Councilmember Pearson, that the Historic District Review Committee approve the January 4, 2024 Regular Meeting Minutes as clarified.*

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

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**New Business**

COA 24-01: Wall Sign – 11 W. Washington Street – Museum of Hounds & Hunting, North America

Town Manager Davis reported that the applicant was proposing to install a building mounted sign. He noted that the previous occupant had a hanging sign on a bracket. Mr. Davis reported that the proposed sign location was close to where a sign used to be located. He recommended that if the Committee supported the request, they require the existing bracket to be removed and the building façade restored.

The Committee agreed they liked the wall sign, including its location. They noted the need to remove the sign bracket and to repair the holes in the building.

Katrina Ryan, Director of Operations for the Museum of Hounds & Hunting, appeared before the Committee representing the application. She displayed a photograph that depicted a wall sign that was installed on the building many years ago. Ms. Ryan noted that there were quite a few holes in the building and advised that they would like to use some of those for their sign. She reviewed the history of the hanging signs on the building and reiterated that they elected to install a wall sign, which would be at eye level, on the façade of the building.

The Committee held some discussion with the applicant as to how the sign would be installed.

*Chair Clites moved, seconded by Committee Member Jenkins, that the Historic District Review Committee approve COA 24-01, a request of the Museum of Hounds & Hunting, North America for a wall sign at 11 West Washington Street, as presented, including the removal of the existing bracket and restoration of the area.*

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

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

COA 24-02: Column Revisions – 408 E. Washington Street – Chris & Carolyn Hersh

Town Manager Davis reported that the request was for a change to the screened-in porch to remove the columns in the middle.

Tim Clites, the architect, reviewed the history of the project. He explained that in looking from the house or the porch, they realized that a full-scale column in the middle would block the view. Mr. Clites further explained that the intent of the proposed changes was to acknowledge that this was a little single-story addition to the front of a building. He advised that they were proposing to just have columns at the corners, with the middle column being a 6'x6' post, which would be visually less in the view. Mr. Clites noted that they were looking to make this change on the eastward facing and north and south elevations.

The Committee agreed they liked the proposed revision, as it was proportional.

*Committee Member Jenkins moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 24-02, a request of Chris and Carolyn Hersh for column revisions at 408 East Washington Street.*

Vote: Yes – Committee Members Lee, Anderson, Jenkins, and Wright and Councilmember Pearson  
No – N/A  
Abstain – Chair Clites  
Absent – Committee Member Littleton

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Chair Clites resumed the Chair.

**Discussion Items**

**Draft Guidelines for Outdoor Dining & Seating Areas**

Town Manager Davis reported that the draft guidelines amendments included the proposed edits requested during the Committee's last meeting. He advised that there were some notes included related to items for which no definitive direction was given. Mr. Davis reviewed the changes that were made. He advised that this draft was being presented for continued discussion and noted that no action was being requested.

Chair Clites noted the Committee's discussion during its last meeting regarding string lights. He advised that following the meeting, a resident who watched the meeting online sent him information on a shielded string light and noted that he would forward it to the staff so they could share it with the Committee. Mr. Clites opined that while the bulbs were not totally shielded, the string light was worth looking at. He reiterated his previous suggestion that the Committee use terms like "2,700 Kelvin", as opposed to "warm light", so no one would misunderstand what was being said. Mr. Clites advised that after thinking about it further, his preference was that stanchions contained black chains, as opposed to rope or webbing. He opined that the latter two items would not add to the ambiance of the town.

Vice Chair Lee noted that the weather would cause ropes to stretch and sag and opined that chains were better, as they would not change their shape. She opined that string lights were a tricky item, even with a cover, and noted that the light from them hit motorists in the eye.

Committee Member Wright opined that rope stanchions were nautical related and would not fit with the downtown. She agreed with Vice Chair Lee that a chain was the best direction to go. Ms. Wright suggested webbed stanchions only be approved on a temporary basis, as they would not weather well.

She questioned whether the Committee could consider string lights on a case-by-case basis, depending on their location. Ms. Wright agreed with Vice Chair Lee regarding the light hitting motorists in the eyes.

Committee Member Jenkins advised that the rope was simply a suggestion and that she was not wed to it. She agreed with the comments regarding the brightness of string lights. Ms. Jenkins questioned what this would entail.

Town Manager Davis noted that string lights came in varying levels of brightness. He further noted that with LED lights, the brightness could be controlled.

The Committee noted that string lights could include both those with small bulbs and those with large bulbs. The members noted the brightness of the string lights at the Middleburg Exxon.

In response to an inquiry from the Committee, Town Manager Davis advised that the intent was to add language to the guidelines regarding lighting. He further advised that the Committee could then request details, including information on brightness levels. Mr. Davis noted that LED lights were different than incandescent ones, as they could be controlled. He opined that they would be able to consider things like location, application and the type of lighting being proposed.

The Committee noted that dimmable lights would be difficult to enforce and questioned who would be responsible for policing them if the applicant turned them to a different setting.

Chair Clites noted that there was a total lumens calculation. He reminded the Committee that in the past, Deputy Town Manager Moore shared that enforcement would require the use of a light meter and could be an enforcement issue.

The Committee opined that the Town did not currently control wattage of lights and opined that to do so would be difficult.

In response to an inquiry regarding solar lights, Chair Clites noted that how a light was energized was a different question. He opined that the guidelines did not allow for solar lights. Mr. Clites summarized that the Committee was saying it did not want to allow string lights or that they be allowed in limited instances where they would be reviewed to make sure they were discrete and did not impact vehicular traffic. He opined that if approved, the lights should not be flashing or remain on after hours. Mr. Clites suggested that if the Committee wanted to leave the door open for exceptions, it needed to craft language as to what would be appropriate.

The Committee noted that there was nothing in the draft guidelines related to light trespass. They further noted the light trespass from the Middleburg Exxon, which went across the street to the house on the corner. They opined that light trespass was an issue.

In response to a comment from the Committee, Chair Clites noted that they previously discussed allowing white lights only. He reminded the members that the risk was that with the new LED technology, the lights could be switched from white to color accidentally.

Committee Member Anderson noted that this was the Historic District and advised that there were no twinkling lights in Middleburg, or elsewhere, one hundred years ago. He suggested the Committee simply not allow them. Mr. Anderson further suggested that another option would be to not allow them on the main streets and only allow them in back areas like patios that were behind buildings.

The Committee questioned whether they needed to include something in the guidelines about string lights and opined that if they did not, people would just put them up. They noted several locations that have already installed string lights.

Chair Clites agreed with Committee Member Anderson that string lights were not historic. He opined that if they were located in a place that did not detract from the sense of history of the historic main street or the main cross street, there may be a way to allow them. Mr. Clites agreed they were not appropriate on the main street.

Committee Member Jenkins advised that she preferred there be no lights on the main street and possibly Madison Street.

The Committee noted the need to address the lights that were installed without approval.

Committee Member Anderson opined that stanchions that used webbing invoked queue lines and opined that they were not appropriate in the Historic District. Chair Clites agreed.

Town Manager Davis summarized that the Committee was saying it only wanted to allow black chain. He questioned whether plastic chain would be allowed.

The Committee agreed it would be as long as it looked authentically like metal and suggested the chain be described.

Town Manager Davis noted that the draft update required that the chain “closely replicate metal links.” He opined that the Committee was saying to strike letter 3C and just focus on chains.

In response to an inquiry from the Committee as to whether the staff had enough input to continue to move the updates forward, Town Manager Davis advised that they may get delayed given other things that were going on at the moment. He noted that the staff would propose some language regarding lighting based on the comments provided for the Committee’s consideration.

Chair Clites advised that he would send Town Clerk North the picture and link for the shielded string lights so it could be shared with the remainder of the Committee.

**Quorum – March Meeting**

Those members who were present indicated they would be present during the March 7<sup>th</sup> meeting. Chair Clites asked that if anyone found they could not attend, they notify Town Clerk North.

There being no further business, the meeting was adjourned at 6:10 p.m.

RESPECTFULLY SUBMITTED:

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Rhonda S. North, MMC, Town Clerk

## HDRC Meeting Transcript – February 1, 2024

(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](http://www.middleburgva.gov))

**Tim Clites:** I forget who it is. Sorry about that. Call to order. Middleburg Historic District Review Committee Meeting for Thursday, February the 1st, 2024. The first item is, roll call.

**Rhonda North:** Chair Clites.

**Tim Clites:** Present.

**Rhonda North:** Vice Chair Lee.

**Punkin Lee:** Present.

**Rhonda North:** Committee Member Anderson.

**Bill Anderson:** Present.

**Rhonda North:** Committee Member Jenkins.

**Virginia Jenkins:** Here.

**Rhonda North:** Committee Member Littleton is absent. Committee Member Wright.

**Linda Wright:** Here.

**Rhonda North:** Council Member Pearson.

**Cindy Pearson:** Here.

**Tim Clites:** Thank you. And if we can remember, we can't all have our mic's on at the same time, so we'll have to turn them on and off. Although mine's on, which means what's this next nomination? Danny, can you walk us through which of these ladies is getting nominated for Chair?

**Punkin Lee:** Is there any question?

**Tim Clites:** Punkin.

**Danny Davis:** So, in terms of your next steps would be for someone to make a nomination for a Chair.

**Punkin Lee:** I'd like to nominate Tim Clites for Chair.

**Danny Davis:** Yeah, we'll do one at a time. And then if there are no other nominations, you can close nominations.

**Virginia Jenkins:** I second the nomination.

**Tim Clites:** So, she's added. Is there any other nominations? All right, I guess I'll. Do I have to close it? Yeah, I'll close it. All right, I'll close it. And then we need nominations for Vice Chair.

**Danny Davis:** You can go ahead and vote on the Chair first and then. Yeah.

**Tim Clites:** All those in favor?

**All of Committee:** Aye.

**Tim Clites:** Any abstain? Any oppose? All right. So, let's then go to Vice Chair. And I think, you know, what goes around comes around. So, I think Punkin ought to be the Vice Chair again. So, I'll nominate her.

**Virginia Jenkins:** I'll second that one.

**Tim Clites:** I think Virginia is just trying to get out of being nominated but, nonetheless. All those in favor?

**All of Committee:** Aye.

**Tim Clites:** Any opposed? Any abstain? All right. Thank you all. That's an important step. I shouldn't make light of it. We'll pause for any public comments. I think the folks that are here on the agenda. So, it's a short agenda. We're going to get to you in just a minute. Seeing none, we'll move to the approval of the minutes. I will make one comment about the minutes, and I may well have said cool lights when we were speaking about the lights that are on the front of 408 East Washington Street. But I'd like to clarify. If I did say cool, what we meant was the color temperature is quiet. Or what we should be saying in this committee is it's 2700 Kelvin, which is the warm incandescent like similar to the lights that you see in the bulbs here. Just a point of clarification. I think it's important to do that in case someone looks back on our record. Otherwise, I have no comments on that note. Does anyone have any comments or corrections? So, I move we approve as clarified.

**Cindy Pearson:** Second.

**Tim Clites:** All those in favor?

**All of Committee:** Aye.

**Tim Clites:** Any opposed? Any abstain? Thank you. The next item is an action item. New business COA 24-01S24-01 Request of the Museum of Hounds and Hunting North America for a wall sign at 11 West Washington Street.

**Tim Clites:** Danny.

**Danny Davis:** Thank you, Chair Clites. And I am going to confess to the committee that I am not as well versed in your practices and in the information that you're looking for, but I am here to assist as desired. But as presented to you in the memo, the property here on West Washington Street is proposing a building mounted sign. As you may recall, the most recent use at this location had put up a bracket with a hanging sign, which was effectively used. But the location of the proposed sign is back close to where, I believe, a sign used to be, on this building. And I think there may be a challenge using some or all of the existing, mounting locations, but that was their intent to try to use, the similar location. I would note that if the committee supports this request, the recommendation is also to require that the existing bracket be removed, and the rest of the façade be restored where that bracket has been. So, that's the information that we have. Representative of the entity is here if you have questions and if you have questions for me, good luck. [laughter]

**Tim Clites:** Thank you for your help. Let's see, which side should we start at? Bill, would you like to start?

**Bill Anderson:** Sure. I think this sign is very attractive. I meets all the requirements in terms of location, distance, and all that. Now, I think it's very nice. I like it better on the building than as a, you know, sign sticking out from the building. I can't see where the brackets were, though, and I haven't gone and looked at it.

**Danny Davis:** Yeah, it's kind of hanging here.

**Bill Anderson:** Oh those. Yes. Yeah, I would agree. No other comments. A nice, nice sign.

**Tim Clites:** Thank you, I apologize. Do you care to address us at all? You're certainly welcome to if you decide to and you don't have to, but yeah. Come to the podium and say hello. State your name and address.

**Katrina Ryan:** Do I need to um? I'm Katrina Ryan, Director of Operations for the Museum of Hounds and Hunting, North America, 11 West Washington Street, Middleburg, Virginia, 20117. I'm happy to address any questions as it pertains to the signage being there before I have some evidence, if you'd like to, if you care to take a look where the signs were, I can [off mic]. You can pass that around and there will be more than one sign historically. And so, we would like to use the existing. There are quite a few well holes that were drilled and we would like to use exactly. We don't want to make any new holes in this historic building. So, we will be using we will find a way because there is a sign hanging there right now. We have our term temporary sign hanging. And we use the existing holes. We just put the nails inside. And as it pertains to the bracket historically, as you might see, Chair Timothy Clites, the bracket, hang on the other side, on the opposite, on the right side of the building. In those days, it was in the 50s and 60s. Nowadays, at some point, that sign had been moved to the left side. That bracket, rather the bracket, had been moved to the left side of the front door, really high up. So how did we lower it? Because of the awning, I think there is a challenge of the visibility of the signage when it hangs on the bracket, whether it's on the right or on the left side of the building. And that's why we elected to have it at the eye level on the façade of the building where there was an existing sign. So, there is a precedent, a historical precedent that we'd like to follow. And I understand about the need to not cause any disrepair or fractures to these old bricks.

**Tim Clites:** Well, I appreciate you taking the time to find those old photos. Not everyone does that.

**Katrina Ryan:** I'm glad you appreciate it. Thank you.

**Tim Clites:** Thank you. Punkin.

**Punkin Lee:** I think this sign is very nice and I like the position of it. I think on this building it's very appropriate that it's on the flat on the bricks, and it'll be nice to have that other bracket removed and fill in the holes.

**Katrina Ryan:** Yes. Okay. Thank you.

**Tim Clites:** Thank you Linda.

**Linda Wright:** Yeah, I would agree the sign is very attractive and I like the fact that it is down at eye level. And I think any of the other signs and places where things were hanging should come off that beautiful little building.

**Katrina Ryan:** Thank you.



**Tim Clites:** Thank you. Virginia.

**Virginia Jenkins:** One of my favorite buildings. I too agree with everybody. I like the sign. I like the placement. And I think I missed when you may have been talking. How is it going to be attached?

**Katrina Ryan:** Excuse me.

**Virginia Jenkins:** How is the sign going to be attached?

**Katrina Ryan:** The coil?

**Tim Clites:** I don't know, but they're going to use the existing holes.

**Katrina Ryan:** [multiple speakers] The company.

**Virginia Jenkins:** Because I missed that, I was so busy looking at. [multiple speakers]

**Katrina Ryan:** The company that is producing and installing the sign Quail Run Signs. They have produced and installed all other signs along Washington Street, if not also on the side streets. So, they are professional. A professional company that installs signage.

**Virginia Jenkins:** So, I'm just curious. I'm not questioning.

**Katrina Ryan:** Yes. So, it will be done professionally, and it will be done according to our guidelines, which are to use the existing holes. Now, I don't see why it could not be done again. We have a sign hanging there right now, and I have taken a picture of that sign. I can show it to you.

**Tim Clites:** Oh, yeah. Look, you got a couple of options, don't you?

**Virginia Jenkins:** Oh, okay. [off mic]

**Linda Wright:** John will do a good job putting it up.

**Virginia Jenkins:** Thank you. Yeah.

**Tim Clites:** Thank you. Okay. Thank you, Virginia. Cindy.

**Cindy Pearson:** I have no questions. Thank you.

**Tim Clites:** Thank you. My only question, and it's out of interest more than a right or wrong answer is it mentions it's carved and painted. And I wonder is the carving the like the gold around the frame? Is that the part that's carved in?

**Katrina Ryan:** Yes, that's kind of concaved.

**Tim Clites:** Yes.

**Katrina Ryan:** Which I think it seems that it keeps very much with the style of what our neighbors have, the Byrne Gallery and the Side Saddle Café.

**Tim Clites:** And then the rest of the lettering and the logo are applied.

**Katrina Ryan:** Yes, they are flat.

**Tim Clites:** Yeah. Okay.

**Katrina Ryan:** That's correct.

**Tim Clites:** That's the only questions I had. So, if there are well, I'll pause for a moment for any other comments or a motion. I move that we approve COA. Let me get back up here. 24-01 Request of Museum of Hounds and Hunting North America for a wall sign at 11 West Washington Street as presented.

**Bill Anderson:** Second.

**Tim Clites:** Including the removal of the existing bracket.

**Punkin Lee:** Said restoration? And the restoration.

**Tim Clites:** And restoration of the area.

**Virginia Jenkins:** Second.

**Tim Clites:** We have a second. All those in favor?

**All of Committee:** Aye.

**Tim Clites:** Any opposed? Any abstained? Thank you. Thank you. I will step aside for a moment and ask Punkin to go through the next application.

**Punkin Lee:** Danny.

**Danny Davis:** Thank you, Vice Chair Lee. The next item, before you is a property that I was going to make a joke about, never having seen before, but you've seen it a few times. 408 East Washington. And the request before you is, is specifically about a change on the screened in porch, removing one of the columns, the column in the middle, and it being as a six-by-six post. And I believe, the architect could probably provide a little more detail. I'll just tell you, as one who built a screened in porch on his house, we did everything possible to try to maximize our view and limit our obstructions as well, to include we wanted to put a wood burning fireplace and realize it'd be eight feet wide. And that'd defeat the purpose of a screened in porch. So anyway, that's beside the point. With that, Vice Chair. I'll turn it back over to you if you have questions, but I know the applicants probably have more information if you'd like to clarify.

**Punkin Lee:** Thank you. Tim. [off mic]

**Tim Clites:** Make you comfortable. I think you remember the night; we had looked at the light on this application, and then just before that, we looked at adding. And actually, this little elevation, the first elevation, you see, was on the first floor was the four doors before we added the two beside it. And remember, we added those because as we framed up the house, we realized the view to the side yard was so wonderful. Well, this is the second part of that which is as we stand in the house or this screened porch and look, we realize that having a full-scale column there actually between the column and the framing to hold the screening, it takes quite a bit of that view out. So, the request is to make the porch more like what we were actually not copying, but acknowledging, which is the little single story addition at the front of the building, and just have the formal columns on the corners and then have the middle column be a six by six post, which will allow it to both be less dimensionally wide, but also visually less in the view. I'm happy to answer any questions. We're looking to do that both on this eastward facing elevation and the

two north south elevations, even though you don't really see the north elevation from the public way, you probably see it from on the back street, but not the main street.

**Punkin Lee:** Thank you. Bill.

**Bill Anderson:** I understand. I don't have any issues with that.

**Punkin Lee:** Thank you. Linda.

**Linda Wright:** Yeah, I'm fine with that. I think it's actually nice sort of proportionally, to make that smaller in the middle and open that up for you. So, I'm fine with it.

**Virginia Jenkins:** Thank you. Virginia. Oh, I'm completely fine with it. And also, I love driving by and seeing all the stuff you're doing. Everything's great.

**Punkin Lee:** Thank you. Cindy.

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

**Punkin Lee:** Thank you. I agree with Virginia. Every time you drive by it's like, wow, everything looks great, and I think this is a nice improvement. Keeps your view better. And kind of lightens the porch.

**Tim Clites:** Yeah. Thank you.

**Punkin Lee:** Anyone have another comment or question for Tim? Is there a motion?

**Virginia Jenkins:** I'll make a motion. I make a motion to approve COA 24-02 request of Chris and Carolyn Hersh for column revision at 408 East Washington Street. Is there a second?

**Linda Wright:** Second?

**Punkin Lee:** All those in favor?

**All of Committee:** Aye.

**Punkin Lee:** Thank you.

**Tim Clites:** Thank you.

**Punkin Lee:** Thank you.

**Carolyn Hersh:** We have a good architect? Okay. The last one. Yeah.

**Bill Anderson:** See you next month. [laughter].

**Cindy Pearson:** The last one today. [laughter].

**Carolyn Hersh:** We apologize, but every time we finally get in a space, then we look and we're like, oh, you know, there's fewer of. Anyway. Thank you. Thank you all.

**Punkin Lee:** It looks wonderful.

**Carolyn Hersh:** Thanks.

**Tim Clites:** Thank you all. The next is a discussion item. Continued discussion of draft guidelines for the outdoor dining, seating and other areas. Danny.

**Danny Davis:** Thank you, Chair Clites. The attachment that you have before you, it takes the draft that you reviewed at your last meeting. And you see, either the edits that are made with Will's comments included or, perhaps notes to say no definitive decision was made or direction was given. You can see here the clarifications made on preferred colors of the outdoor furniture being black, umbrellas, making sure that there's clarity. It was not intended that that those be black, but just that the fabric of the umbrellas would have the opportunity for color. And then a couple things that were not, maybe given full clarity related to rope, whether rope would be permitted or not. As noted under section three and then section six related to string lights. And I know there was a lot of conversation about the pluses and minuses of that. Outdoor lighting, you know, currently having some limitations already. And whether this is appropriate for the seating areas. I think there was some general direction going that maybe it was not desirable. But I'm not sure there was a final kind of conclusion made. So, these are presented really just as, ongoing discussion. We're happy to try to answer questions as we can, but also not asking for any kind of formal action at this meeting.

**Tim Clites:** Thank you. I'm happy to go around the room, but maybe I'll break from my normal process and just mention a couple of things. After our last meeting, I received and I apologize that I didn't bring it, I printed it and forgot it. So, I'll send it to Danny and have him email it out. But, starting at the bottom of the list, the string lights, one of our residents, actually listened to the meeting and sent me a shielded string light. They actually make them. Oddly enough, happily enough, I actually thought it was worth looking at so that if someone did have string lights, they have kind of a little. It's almost like a I'll call it a teacup, for lack of a better term, but it's an upside down, little housing and the light is not completely shielded. I would say, like we think of a sconce, but I think it's much better than just the light in 360 degrees. So, I wanted to bring that to everyone's attention for a couple reasons. First, I think it's great that even though we sit here sometimes to an empty room, people do listen and pay attention and they have comments and some of them are very positive. So, I'll get that out via email so everyone can see it. I also think that when we use terms incandescent, like quote, warm, that caught my eye because we know what that means. But I think it would be better to use the actual technical 2700 Kelvin, because then there's no chance someone misunderstood that. And my only other comment was after having some time to think and chew on this a little bit, I wondered when it comes to the stanchions, if we don't want to be more specific about our strong preference and I'll share mine. But obviously this is a committee and I'm open. I think black chain with black furniture tends to feel the most like what I would expect when I walk down the street. I think rope has the biggest potential to have all kinds of looks like what is rope. That's a pretty big, and, and I wonder if how much the webbing really adds to the ambiance. I know it adds to the safety, but I don't know how much it might add to the ambiance of the character of town. So those are all my comments. And I'm happy to just not put anybody on the spot and just, you know, one at a time as you have a moment, you want to share.

**Punkin Lee:** I think the ropes probably would not be the nicest. Just think of all the rain and the snow we've just had. You know, when they're dry and they look very pretty, and then they sag, and then they stretch and then dry, and they're not where they started. And they to me, I think the chain is probably the simplest and the cleanest. And it isn't going to change its position or shape. And on the string lights, I think they're kind of tricky even with the cover, which is a great idea. But if you're in a car, sometimes those string lights just hit you, right and then you can't see anything, I think. You know, if someone asks for them that we'd have to really like your sign height and all that. They would almost have to apply that way to get them out of your vision while you're in your car. Because everything's right on the sidewalk. So, you're going to be stopping at the corners. I mean, just think if you pulled up at the light and the Oyster Bar had string lights, you know. You would know what to do. That's just my opinion.

**Tim Clites:** Thank you. That's good observations.

**Linda Wright:** Go ahead. Well, I would disagree with that. And I think with the rope sort of connotation of a rope to me is nautical. It doesn't fit our downtown at all. I would totally agree with Punkin's comment that the just the stanchions and the plain chain I think are probably the best direction to go. The web ones, if somebody wanted to do one temporarily because I don't think the weather for very long, they're not going to last very long, but I still think the chain are probably better. And with the string lights. I don't know whether it has to be on a case-by-case basis and where they're located or quite how you do that. But I totally agree with Punkin's notion that I hate driving through town, and what you actually see is a point well taken.

**Tim Clites:** Thank you.

**Virginia Jenkins:** Okay. The rope was just a suggestion. I mean it as an idea. I am not wed to it. I was just thinking of something softer than a chain. Softer look than a chain. I do agree with Punkin about the lighting. But how bright are these lights when you're talking about string lights? What exactly does it encompass? Do you know?

**Danny Davis:** And that's probably the challenge here, is that you can get them various levels of brightness. Not to use myself as an example again, but on our screen in porch, we actually have string lights just like this. But being LEDs, you can control the brightness of them, which is the beauty of LEDs. So sometimes it's a very nice ambiance and then sometimes you're like this. And so that is one consideration, I think. Well taken is that the brightness may be a concern.

**Virginia Jenkins:** It's a major concern to me.

**Danny Davis:** I don't know how that's easily frankly, honestly controlled. Right?

**Virginia Jenkins:** It's because there are those lights that are teeny tiny. You know what I mean?

**Linda Wright:** Almost like a Christmas light.

**Virginia Jenkins:** Right almost.

**Linda Wright:** Not the big bulb.

**Virginia Jenkins:** And but that's considered a string light too, right? So, there's just.

**Danny Davis:** A wide variety.

**Punkin Lee:** I think you only have to drive by the Exxon at night to know what you don't want, as far as brightness of string lights, because, I mean, that thing just.

**Virginia Jenkins:** I'll make it a point.

**Punkin Lee:** It hadn't dulled at all. [laughter]

**Cindy Pearson:** Can it be on the base with each application that they have to be seen, I mean approved?

**Danny Davis:** I think so I think the intent here is to add it to the guidelines is something that you would consider. Doesn't mean you must approve. And then you could request, details just like you would for a sign or anything else on the type of lights that they would be seeking, and also the ability to either dim or the brightness levels that may be able to be controlled through, I mean, again, getting into LEDs, wattage is a whole lot different than the original incandescence, and you know how you control that. But I think it

also would give you the opportunity, as Punkin mentioned in the example, if they're right up against the street at an intersection, the concern of interfering with driver visibility and safety compared to somewhere like not saying it's appropriate, but like a Tremolo where they're set back in an almost garden, you know, type setting where something like that has a different feel to it than right up on the street. So, I think it does give you that ability to consider location, application, and type of lighting that they're proposing.

**Virginia Jenkins:** This is going to be a tough one to put in the bylaw or the whatever. [inaudible] But anyway. The guidelines. Because if you say dimmable, who's going to be policing it if they turn it up, you know. And so is there a cap of not wattage or [off mic].

**Tim Clites:** Total lumens is the calculation. I think what Will Moore has shared with us in the past is that that still is a problem because how do you who has the light meter to go kind of check at 9:30 and right it becomes an enforcement issue. And think I heard a volunteer.

**Bill Anderson:** And we don't have that. [off mic] We don't have really that light control over the lights. We now control in terms of just down lights that are shielded. So, there is no limitation on wattage. It could be handled with you know, foot candle levels and all that. But that would be just a difficult engineering task to do. And since we don't even have it on the lighting that we have that we approve. It's not likely.

**Virginia Jenkins:** Then what happens if somebody uses solar lights?

**Bill Anderson:** Solar powered lights? [off mic]

**Virginia Jenkins:** I know, but well, there's a company that I've dealt with that has I mean, they're fantastic. The lighting is fantastic. And it's aesthetically pleasing, if you will. But still again, you know, where do you draw the line?

**Tim Clites:** Yeah.

**Virginia Jenkins:** I'm sorry. I don't mean to have [off mic]

**Tim Clites:** Well, I think it's a, I mean, yeah, how the light is energized is, a different question, right. I mean, I do think our guidelines don't allow for solar anywhere, except maybe we put it on the light post in the new building that we're in, but I'm not sure that's the case. [laughter] I think as a panel system that we don't allow it. I mean, I guess what I'm hearing is. It seems like that the consensus in this group is that, the preference for string lights is to not have them, but in limited instances where they're reviewed to be, you know, and we would have to define what that means, where they're discrete, where they're set back from the, you know, vehicular traffic and. Right. And just like, just like it currently starts to say they can't be flashing or intermittent, no such lights shall remain on after hours, I think if we would prefer not to have them anywhere but want to leave the door open for exceptions, we ought to really craft when that might be appropriate.

**Punkin Lee:** There's also nothing in here about light trespass. And just go back to the Exxon. Again. I mean, their light goes right across the street on the house on the corner. Oh, yeah. So, I mean, that could be an issue too. But then that needs to be I would think included in.

**Virginia Jenkins:** The other issue is which is already an issue. The colored lights that have multi-hues to them. So, you have.

**Tim Clites:** But we have, I think started with the position that white lights only. And of course, the risk is with the new LED technology, it can go in white and then be switched accidentally and then someone's

got to go and force it, right. But that's true for any LED bulb at this point. It's very it's become very commonplace for those fixtures to have the ability. Yes, Bill.

**Bill Anderson:** The often, the contrarian view. Not necessarily my view, but. This is where the Historic Review District. I mean, this is the Historic District. Did we see twinkle lights and string lights and, you know, Williamsburg, or in Middleburg 100 years ago? Or. I mean, why would we, as you just said, maybe we don't approve them. We don't offer it up as an option. Let whatever applicant come and suggest they want to do something like that and deal with it that way. Another thing to consider is that even if we do consider them, that we don't consider them one on the main streets. Maybe to back areas like patios that are behind the buildings or in a place that the pedestrian or the as Punkin said on the at the vehicular access points, you know, you don't get blinded by them. But why would we have to really consider them?

**Virginia Jenkins:** I think if we don't say something. If you don't have something there, then people will do them. They'll just go ahead and put them up if there's nothing.

**Bill Anderson:** I can't imagine. [off mic] put up lights that aren't really approved.

**Punkin Lee:** The museum has string lights that go from the building to the pavilion and stay on all the time. And then Nature Compose has string lights in her yard.

**Tim Clites:** In the Old Julian's building has them at the edge of the lawn. [multiple speakers].

**Punkin Lee:** Right awning.

**Tim Clites:** So, they've already arrived.

**Punkin Lee:** But they're using it. [multiple speakers].

**Bill Anderson:** But they, you know, they're [multiple speakers]. They're not approved.

**Virginia Jenkins:** And the Exxon is also in the Historic District.

**Bill Anderson:** Yeah [inaudible].

**Tim Clites:** Actually Bill, yeah, I think your comments resonated with me. We could say nowhere. But when you think about the little side sub buildings and or the rear of like the Red Fox which you can drive by and see, but in fact they've got this whole outdoor entertaining area. It does. It's not historic. It's not. But it's in a place where it doesn't, in my opinion, detract from the sense of the history of the historic Main Street and what I would call the main cross street. So, there might be a way to offer it, but be clear about where and only in those or where not. Like Main Street maybe it's just not appropriate on Main Street. I don't think that's being contrarian or unreasonable at all. I think that's why we're here.

**Virginia Jenkins:** I like the fact that no lights on Main Street and possibly Madison because that's. Yeah.

**Bill Anderson:** And I guess.

**Virginia Jenkins:** I'm sorry I was the leading voice.

**Bill Anderson:** And I guess we really if this issue continues to discuss it, we should consider the fact that if lights have been put up without approval, that we address those.

**Tim Clites:** Because some of those may be inappropriate areas. They just need an appropriate solution, right? Like a shielded fixture. And then it's like, oh, now you come get your approval. But these are the

kinds of fixtures we would approve. Yeah. Okay, well, that's useful for lights. Anything else? And we did. We went over. I didn't mean to set the tone for what we spoke about or talked about or didn't talk about. We didn't talk about the ropes and the webbing and the chains. Yes. No.

**Bill Anderson:** To add to that. Everybody was talking about the ropes and I kind of agree with that. But I think the retractable black webbing to me is it invokes airport queue lines, theater queue lines, not something you would want to see in a Historic District coming out of an aluminum pipe.

**Tim Clites:** I completely agree.

**Danny Davis:** So, what I'm hearing, just make sure is black chain. And forgive me. You've dealt with this more than I have. Plastic black chain is okay. Plastic or metal? Either direction.

**Bill Anderson:** That's a good question.

**Tim Clites:** I would say yes, except that plastic block chain that looks authentically like metal, so we don't get someone that comes with a big, thick 3/8-inch Lincoln Log looking chain that's like, well, it's plastic and it's black, right?

**Danny Davis:** Fair. Yeah. Completely makes sense.

**Tim Clites:** Yeah. So, we ought to describe the chain. I mean, it sounds ridiculous, but, you know, someone will come and say you're [off mic].

**Danny Davis:** I guess it is.

**Punkin Lee:** Wouldn't they have to bring it to get it approved anyway? The chain, I mean it's a [multiple speakers] part of what you're putting up.

**Danny Davis:** And I do think I missed it. The sentence above plastic chains may be considered if they closely replicate metal links. So, I think that's setting the expectation. I forgot that was there.

**Tim Clites:** Sample required. Yeah.

**Danny Davis:** So, I'm hearing essentially strike letter C, 3C. And just focus on chains.

**Tim Clites:** I think that's right. Okay, well, is this enough input from everyone to kind of keep this moving forward? And staff has a lot of priorities for the next little bit. But yeah.

**Danny Davis:** This may get delayed a little bit with other things going on. But what I hear on the lighting is we'll propose some language that might, limit, you know, how this, is seen from Washington Street and Madison Street, and maybe some other details that might give you the ability to review as you wish, but also the ability to say, yeah, that just doesn't fit. And that might be everything from, you know, density of the lights to showing location of where the lights will be to a product, and even the shielded light example. So, I think we can try to capture some of that in here and do our best to set the expectation that it's not going to be every building on Washington Street having string lights out front.

**Tim Clites:** Awesome. Thank you. I just made myself a note. I wasn't trying to be rude. Rhonda, I'll send you the picture and the link and you can share it with the committee. Yeah. Thank you. Okay. Well, that is, thank you all for the input on that. It's nice to keep these things moving along when we have time. March 7th. Anybody know already that they have a conflict? So, if one crops up as usual, let Rhonda know. Otherwise, we'll plan to see everyone then. Meeting adjourned.



