



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



Thursday, August 6, 2020

PENDING APPROVAL

The regular meeting of the Historic District Review Committee was held as a remote meeting on Thursday, August 6, 2020. Chairman Turnure called the meeting to order at 5:30 p.m.

PRESENT: William Turnure, Chair
Punkin Lee, Vice Chair
William Anderson
Margaret Littleton
Linda Wright
Cindy C. Pearson, Council Representative

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

ABSENT: Tim Clites
Virginia Jenkins

Chairman Turnure explained that it was the HDRC’s responsibility to conduct essential public business despite the COVID-19 pandemic. He advised that the Committee recognized the need to do so safely for its members, the staff, and the public. Mr. Turnure advised that to that end, the Committee would hold its meetings remotely in accordance with the Resolution Confirming the Declaration of an Emergency and the Ordinance to Implement Emergency Procedures & Effectuate Temporary Changes to Address the Continuity of Government Operations During COVID-19 as adopted by the Middleburg Town Council, until such time as the Governor rescinded his emergency orders prohibiting the gathering of more than ten individuals and mandating social distancing. He noted that the meetings would continue to be live streamed on the Town’s website and copies of the agendas would be available on it as well. Mr. Turnure reviewed the procedures for the Committee members, applicants and public to participate in the remote meetings.

Town Clerk North called the roll.

Approval of Minutes

Committee Member Anderson moved, seconded by Vice Chair Lee, that the Historic District Review Committee accept the June 8, 2020 regular meeting minutes.

Vote: Yes – Committee Members Lee, Anderson, Littleton and Wright

No – N/A

Abstain – N/A

Absent – Committee Members Clites and Jenkins

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

Chairman Turnure recused himself from the next two agenda items as he had a conflict of interest. Vice Chair Lee assumed the chair.

Old Business

COA 20-07: Alterations to Original Structure, An Addition & Removal of Portion of Stone Wall –
308 E. Marshall Street – Tanner & Kyle Dudley

Tanner Dudley, the applicant, reminded the Committee that they previously approved the removal of the addition and a portion of the stone wall. He further reminded them that they asked for additional information related to nine other items, which he provided to the staff. Mr. Dudley noted that the first item was the proposed front door and advised that he was now proposing a wood door with six lites that would be stained. He noted that it would be similar to the original door.

Mr. Dudley advised that the second item was the windows. He explained that they were trying to distinguish between the historic and new portions of the structure by proposing twelve-lite, single pane wood windows that would be painted white for the front of the house and twelve-lite, double hung, white vinyl clad windows for the rear.

The Committee requested clarification on the front door design that was being proposed and noted that the agenda materials reflected a four-lite door. Mr. Dudley explained that the picture in the agenda materials reflected the amount of the door that would be glass. He advised that he was proposing one with six panes of glass; however, he may wish to reduce it to four.

Deputy Town Manager Moore advised Mr. Dudley that he must have a final design that was a part of the Committee's approval. He suggested they could consider approval of either option if they desired.

The Committee questioned whether the vinyl windows would be visible from the street. Mr. Dudley confirmed they could be seen from the eastern side; however, they could not from the north or west sides.

Deputy Town Manager Moore reminded the Committee that they have not approved vinyl windows for any application in the past. He further reminded them that anything that could be seen from the street was subject to their purview. Mr. Moore advised that the northern elevation was not visible from the street; therefore, they could not act on anything related to that elevation.

The Committee agreed that anything that could be seen from the street should be wood, not vinyl.

In response to an inquiry from the Committee, Mr. Dudley confirmed they were proposing different colors. He advised that they were proposing the use of Moody Blue for the front of the house and Top Sail for the addition. Mr. Dudley further advised that the trim would be white.

Mr. Dudley advised that the porch decking would be pressure treated wood, that would be stained or painted; the columns would be painted fiberglass; and, the rails would be painted wood. The Committee agreed they were fine with the paint colors and details for the porch. In response to an inquiry from the Committee, Mr. Dudley confirmed the porch railing would be white.

The Committee agreed they were fine with the proposed siding.

Mr. Dudley advised that the fascia would be 1-inch by 4-inch PVC trim; the trim would be PVC material; and, the soffit would be 10-inch PVC – all of which would be painted white. He noted that he provided an example of the proposed light fixture.

The Committee expressed concern that PVC material was a bright white. Kyle Dudley advised that all the trim would be painted a Colonial White color.

In response to an inquiry from the Committee, Deputy Town Manager Moore reminded the members that the lighting ordinance required the source of the light to be shielded and hooded; however, they could approve a fixture that did not meet those requirements. He noted that the fixture proposed by the applicant would have an exposed light source. The Committee agreed the proposed light fixture was fine.

Tanner Dudley advised the Committee that he was proposing to replicate the existing soffit. The Committee agreed they were fine with what was proposed.

The Committee reviewed some of the items they discussed during the last meeting. It was noted that they were fine with a charcoal color metal roof as proposed; half round aluminum gutters, which would be white; and, with the removal of the chimney.

Deputy Town Manager Moore summarized that the Committee's main concern appeared to be the window materials for the addition. Vice Chair Lee noted the need to address the front door as well. Mr. Dudley asked for flexibility regarding the number of lites in the front door.

The Committee members agreed that all the windows that fell under their purview should match the wood windows proposed for the front of the house.

Mr. Dudley advised that wood windows were not readily available. He noted the desire to seal the building before winter. Mr. Dudley requested approval of the 400 Series Anderson windows, which was a composite window.

The Committee suggested Mr. Dudley board up the window openings until the wood windows were available. It was reiterated that they had never approved the type of windows proposed by the applicant in the past even for use on non-contributing or new structures, as they were not supported by the Historic District Guidelines. They suggested that to approve them, even in this COVID environment, would set a dangerous precedent.

Kyle Dudley advised the Committee that they would go with a wood window. Tanner Dudley advised that if they had issues getting them, they would return to the Committee.

The Committee reminded Messrs. Dudley that they discussed wood windows two months ago. They noted that they lost time by not ordering them then and suggested they order them quickly.

Deputy Town Manager Moore noted that the previous application proposed a twelve-lite window in the middle of the west elevation; however, the applicant was now asking for a 40-inch space between two six-lite windows. The Committee agreed this was acceptable provided there was siding between the two.

Committee Member Anderson moved, seconded by Committee Member Littleton, that the Historic District Review Committee approve COA 20-07 as presented and as amended as discussed in the meeting [(1) the use of wood windows on the side elevations; and, (2) the entry door as presented with either a four or six lite configuration].

Vote: Yes – Committee Members Lee, Anderson, Littleton and Wright

No – N/A

Abstain – Chairman Turnure

Absent – Committee Members Clites and Jenkins

(Councilmember Pearson is a non-voting member of the Committee) (by roll call vote)

New Business

COA 20-11: Porch Roof over a Side Door Entrance – 1 Orange Drive – Meredith Whiting

Mr. Turnure appeared before the Committee representing the applicant. He noted that the existing porch off the side door was small. Mr. Turnure advised that the property owner used the side door as her primary entrance and wanted to have a side porch she could sit on. He explained that the proposal was to expand the porch roof to the existing retaining wall. Mr. Turnure advised that an entablature would go around the columns and the materials and colors would all match the existing building’s materials and colors. He advised that the floor would be pavers in a basket weave pattern. Mr. Turnure advised that the windows would be located beneath the windows on the second floor of the house.

The Committee agreed they like the design as proposed.

Committee Member Anderson moved, seconded by Committee Member Littleton, that the Historic District Review Committee approve COA 20-11 as presented.

Vote: Yes – Committee Members Lee, Anderson, Littleton and Wright
No – N/A
Abstain – Chairman Turnure
Absent – Committee Members Clites and Jenkins
(Councilmember Pearson is a non-voting member of the Committee) (by roll call vote)

Chairman Turnure resumed the Chair.

COA 20-12: Artwork for “A Celebration – Phyllis Mills Wyeth” Exhibit Banner – National Sporting Library & Museum

Jody West appeared before the Committee representing the National Sporting Library & Museum. She explained that as the result of cancellations due to the COVID-19 pandemic, they have extended the Phyllis Mills Wyeth exhibit until January. Ms. West advised that they would like to make pole banners and a building banner that depicted another painting. She noted that they were also proposing to change the color of the text to white, as the yellow did not show up well on the existing banners. Ms. West advised that the only other change was to the date.

The Committee agreed they liked the design as proposed.

Committee Member Anderson moved, seconded by Vice Chair Lee, that the Historic District Review Committee approved COA 20-12 as presented.

Vote: Yes – Committee Members Lee, Anderson, Littleton and Wright
No – N/A
Abstain – N/A
Absent – Committee Members Clites and Jenkins
(Chairman Turnure only votes in the case of a tie. Councilmember Pearson is a non-voting member of the Committee) (by roll call vote)

Discussion Items

Historic District Guideline Updates

Deputy Town Manager Moore noted that the Committee was still planning to revise the Historic District Guidelines. He reminded the members that the Town was successful in obtaining a Virginia Department of Historic Resources grant that would cover 70% of the cost. Mr. Moore noted, however, that the State was moving slowly in issuing the formal grant award notice and explained that the Town could not engage the consultant until it was received. He expressed hope to have an update next month on this project.

September Meeting

Those members who were present indicated they would be present for the September 3rd meeting.

There being no further business, the meeting was adjourned at 6:28 p.m.

RESPECTFULLY SUBMITTED:

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – August 6, 2020

(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: Ok, welcome all. I'd like to bring this meeting to order. First order of business is our remote participation meeting announcements. It is the historic district review committee's responsibility to conduct essential public business despite the covid-19 pandemic. However, it recognizes the need to do so safely for not only its membership, but also for the town staff and members of the public. To that end, in accordance with the resolution confirming the declaration of a local emergency and the ordinance to implement emergency procedures and effectuate temporary changes to address continuity of governmental operations during covid-19 as adopted by the Middleburg Town Council, the HDRC will hold its meetings via remote access until such time as the governor rescinds his emergency order prohibiting the gathering of more than 10 individuals and mandating social distancing. Copies of the previously referenced documents are available on the town's website for those who wish to view them. The town will continue to live stream and record its public meetings, which are available for viewing along with the meeting agenda packet on our website at www.MiddleburgVa.gov. Members of the public who wish to participate in the HDRC meeting during the public comment period and or applicants who are speaking on behalf of their application may do so by dialing 540 339 6355. You will be placed on mute until such time as the public comment is opened or your application is heard respectively. To ensure trust in the process, the town clerk will do a roll call. The HDRC members at the beginning of the meeting and at least once an hour. In addition, I will ask each member by name if they have any comments or questions related to each item. As we proceed. When anyone speaks, he or she is asked to first state his her name for the benefit of the viewing audience. All votes of the HDRC will be taken by Roll Call. Town clerk will announce the member's name with individual and stating how they are voting. Ok, the next order of business is the roll call.

Rhonda North: Chairman Turnure.

Bill Turnure: Here.

Rhonda North: Vice Chair Lee.

Punkin Lee: Here.

Rhonda North: Committee member Anderson.

Bill Anderson: Here.

Rhonda North: Committee member Clites is absent. Committee member Jenkins is absent. Committee member Littleton.

Margaret Littleton: Here.

Rhonda North: Committee member Wright.

Linda Wright: Here.

Rhonda North: Council Member Pearson.

Cindy Pearson: Here.

Bill Turnure: Thank you all. The next order of business is the approval of the minutes of the June 8th meeting. Has everyone had a chance to read the minutes? Are there any additions or omissions to the minutes? And therefore, is there a motion?

Bill Anderson: This committee member Anderson, I make a motion to accept the minutes.

Bill Turnure: Do I have a second?

Punkin Lee: Committee member Lee. Second.

Rhonda North: Vice Chair Lee.

Punkin Lee: Second.

Bill Anderson: Committee member Anderson.

Bill Anderson: Approve, yes.

Rhonda North: Committee member Littleton.

Margaret Littleton: Yes.

Rhonda North: Committee member Wright. Committee member Wright.

Linda Wright: Approved.

Bill Turnure: Motion passes. Ok, move on to the action items, all business action item 5a. COA 20-07 request of Tanner Dudley for alterations, the original structure, and addition and removal of a portion of the stone wall at 308 East Marshall Street. At this point, I would like, as the chairman to recuse myself from the discussion of this application as I was involved with the project at the inception, and I will turn the the chairmanship over to or the discussion over to Vice Chairman Lee.

Punkin Lee: Thank you, is Mr. Dudley on the line, please, to make your presentation.

Tanner Dudley: I'm on the line, can you hear me?

Bill Turnure: Yes.

Tanner Dudley: Great. Would you like me to jump right in or are there any comments or questions from the group before I start?

Punkin Lee: I think just begin your discussion presentation, please.

Tanner Dudley: I guess just as a reminder to this group, the conversation we had last month, about the month before, was approval for the items the chair had referenced in the introduction, removal of the stonewall and proceeding with construction of the addition on the back side of the 308 East property. And we have moved ahead with that. We received approval to do that at the last meeting, the committee had asked that we come back to review a few remaining items which were included in the materials that I submitted to Mr. Moore. That is what is summarized on the first page of the PDF that was sent belong to this group. It really reads as kind of a laundry list of items that we had discussed last time and we wanted to recap and talk through with this group as needing final approval. So that first page has a couple of backup pages on pages two, three, four, five. After that initial introduction. And then the appendix to this

presentation is what we presented to the group last time. So there are nine items that require input from the group, and I can start to go through each of those. But before I do that, are there any questions or requests or any any questions about our project generally?

Punkin Lee: I think we're good. Just keep on your discussion, please.

Tanner Dudley: Say it again?

Punkin Lee: Just proceed with your presentation, I think then we'll probably have questions following.

Tanner Dudley: OK, the first item on the list is the front door. In our last conversation, the door that we had proposed previously, had probably a quarter to a third as glass. We there was a request to have it be more glass on the door. So we have gone back to a six-light wood door, it to be stained. The second page of what we had submitted reflects more or less what we have planned. This is very similar to the door that we took off the front of the property, the historic property that we still have, but is in significant disrepair. So it was not something we'd want to restore. Again, we heard loud and clear the desires from the community. So it's our plan to move ahead with a door that reflects what's on the second page of this of the submittal. I'm just going to continue going through the list. The next item on the list is the windows. We distinguish between the front historic portion of the building and the back new construction portion of the building. For the front, we are asking that we stick with wood windows twelve light, top and bottom sash painted white single size windows on the historic portion of the house. And the brand that we've been looking at is it's hard to come by. So part of the reason why we're proposing the back of the house would be vinyl clad, double hung, similar twelve light, top and bottom painted white. Anderson is the brand that we have planned for the back part of the house. I know there were questions about this in our last conversation. So before I proceed to the other items on the list, I'll stop and ask for questions on the front door that we're proposing.

Margaret Littleton: This is Margaret Littleton, the front door, the first picture is a stained one with four big window panes. And then on the next page that you have with the window and the light, it looks like the lights are just at the top. Which one are you doing? Sorry, I don't know.

Tanner Dudley: Just to make sure. The materials that we submitted on the second page of the PDF include four lights that make up about two thirds of the door. You're referring to the page? What page you referring to that has something different?

Margaret Littleton: Don't know what page it is. It's I can't tell you that, but I like the first one best. The one I like is before your colors.

Tanner Dudley: And yes, right before the colors, right next to it is an outdoor lighting style, four and a half inches by four and a half inches.

Margaret Littleton: So it'll be similar to that.

Tanner Dudley: Similar to that, correct.

Margaret Littleton: Perfect. Thank you. And I like the colors.

Cindy Pearson: It's Cindy Pearson. On your front door description, you have six light wood door. Does a six light mean the frames of the glass? Did you hear me?

Tanner Dudley: Yes, I did. And the answer would be yes, it would be that that was the panes of glass from the door.

Cindy Pearson: Ok, so the door picture that Margaret was just referring to only had four, correct?

Tanner Dudley: Correct. It has four, it was meant to be representative of the portion of the door that would be glass, not necessarily the the pane.

Cindy Pearson: That's what I was wondering. Ok, thank you for clarifying that.

Tanner Dudley: And I guess important clarification for me to understand if we move ahead. Currently we're thinking a six-light door. If we need to go for a life or do we need to come back to the committee for that approval?

Cindy Pearson: I'm not sure. Will?

Will Moore: Yes, you should have the you should have a final design in mind. So whether it's a six light or four light, that should be part of the approval. And if you decide to go with something different, then you would need to come back unless the committee was OK with either is. So that could be included, but that would be the committee's discretion, whether they would be open to approving either option.

Punkin Lee: Council Member Anderson, any comments?

Bill Anderson: No comments.

Punkin Lee: Council Member Wright, comments?

Linda Wright: No questions.

Punkin Lee: OK, can we proceed?

Cindy Pearson: One more question then. I'm sorry about the vinyl windows. So on the front you're going to have wood. In the back, it's going to be vinyl. How far [inaudible] is what I'm seeing. Can those windows be seen from the street that much or are they pretty far back?

Tanner Dudley: The windows on the addition can be seen from the street on the on the additions that is closest to Mimi's property. So the western side of the house. Windows in the back side of the dish and closer to. So I guess it would just be the I'm sorry, referring to the eastern side, the north side and the west side is the part that would be harder to see with the access driveway in the back.

Cindy Pearson: So I'm going to ask Will again, is that OK with that historic guidelines?

Will Moore: This committee has not approved vinyl windows for any application that I'm aware of in the past that would include on original structures, new structures or additions. So anything that is subject to your purview and I and I would suggest that includes both the eastern and Western elevations. Well, those are subject to your purview. The northern elevation is not visible from the public street. So technically, you would not be acting on any materials, colors, et cetera, on the northern elevation.

Cindy Pearson: Ok, so I ask the committee, is this a precedent that you want to set with accepting the vinyl windows? And I'll let you guys discuss that.

Punkin Lee: I'll just start at the top again, Councilman Anderson. Comment.

Rhonda North: Bill, can you hear us?

Bill Anderson: You're coming in, breaking up. Go ahead.

Punkin Lee: Do you have a comment on the vinyl windows?

Bill Anderson: Well, if it's in our purview. I think we said before [inaudible] the general purview. I think they should match the terms of the materials.

Punkin Lee: Committee member Littleton.

Margaret Littleton: I think anything seen from the street should not be vinyl.

Punkin Lee: Committee member Wright.

Linda Wright: I would agree with Margaret. I think we need to stay with the wood. I think that sets a bad precedent.

Punkin Lee: Go to the next. So next would be the colors.

Tanner Dudley: Yes, the color samples that have been dropped off to town hall are the ones that are reflected on the following pages in this presentation. These are different colors from what we shared with you previously. This was in response to a request that the front portion of the house be distinguished from the addition. So we went we are going with Moody Blue, which is the for the front portion of the house. And that color sample, again, was provided at town hall. It's included on the second page. The rear portion would be topsail, which is kind of an off-white color. The trim of the house would be white. I'll move along to the next point on porch details. We heard some, I think, some questions in the last committee meeting. So we wanted to clarify our position, which I believe the committee is comfortable with, which is we would have pressure treated decking that would be stained or painted 10 inch square fiberglass columns to be painted on the porch and railing that would be pressure treated wood to be painted.

Punkin Lee: Why don't we have comments on the color and the porch details, please, committee member Anderson.

Bill Anderson: No comment.

Punkin Lee: Committee member Littleton.

Margaret Littleton: I like the color. Thank you for changing from the blue before and the porch details.

Punkin Lee: Committee member Wright.

Linda Wright: I as well like the color very much, I think that look quite nice where it is and the porch details, I think are just fine. I'm fine with that.

Punkin Lee: I had a question on the color of the railing, please.

Tanner Dudley: White.

Punkin Lee: Thank you.

Cindy Pearson: Punkin, can I make a comment?

Punkin Lee: Sure.

Cindy Pearson: On the page that has the paint colors for the trimmer windows, you have white or potential [inaudible] white. So does that mean you're going to scratch [inaudible] white?

Tanner Dudley: Our plan is for white, yes, we were included this is an option as a point of reference if there was push back from the committee. Our plan and our preference is white.

Cindy Pearson: Thank you.

Punkin Lee: Siding. I think everybody all right with the siding? Have to go down the list. OK. We'll do comments on the siding. Committee member Anderson.

Bill Anderson: No comments.

Punkin Lee: Committee member Littleton.

Margaret Littleton: Fine.

Punkin Lee: Committee member Wright.

Linda Wright: I'm fine with the siding.

Punkin Lee: I think that covers updates from or improvements, changes from last time, but now we have the window on the side, or do you have any other update, comment, Mr. Dudley.

Cindy Pearson: How about the [inaudible] lighting?

Punkin Lee: Right. Thank you. I'm not doing very well on this. I apologize. Do you want to give us your discussion on that, Mr. Dudley?

Sure, I mean, for the [inaudible] fascia, one inch by four-inch PVC trim painted white, which I think is consistent with generally the approach that we had talked about last time. The trim again painted PVC white. Soffits are 10 inch reflect the [inaudible] previously painted white, open, angled 12 inch and then the lighting. We provided an example on the following page. There was a request from the committee for dimensions, and that's what we're intending for, is roughly four 1/2 inches by four 1/2 by eight. To give you a sense of scale. Those are all the items that we had on the list. I think we're all looking at the same list. But if there are questions happy to answer.

Margaret Littleton: This is Margaret Littleton. I have one. The PVC comes white, does it not? You said you're going to paint it.

Tanner Dudley: It does come white.

Margaret Littleton: Right, well, my my point would be it is a very stark cold white at least make it match the other trim being white. That make sense?

Tanner Dudley: No, not exactly. Could you just repeat?

Margaret Littleton: We've just built a garage from a fire [inaudible] and we have used the PVC and it's a very startling bright white. And you say you're going to paint the PVC as I am as well. I just wanted to make sure that it matches because you'll see PVC Bright White and maybe your other white, there's so many different colors of white.

Kyle Dudley: This is Kyle here. Just chiming in. Yes, it does come prime from a factory, depending on what distributor you get it from. But we plan to paint it the colonial white. Our intention is all the trim to be painted.

Margaret Littleton: Ok, perfect. Thank you. Nothing further.

Punkin Lee: Committee member Anderson, comment?

Bill Anderson: No, it's fine. I'm okay with that.

Punkin Lee: Committee member Wright?

Linda Wright: I'm fine.

Punkin Lee: Council Member Pearson.

Cindy Pearson: Yes. As long as you have the window change and recommendation.

Punkin Lee: So I think we have lighting left and the soffits. I had a question on the light, does it comply with the dark sky, is the light up?

Will Moore: This is, this is Will I just want to point out to the to the committee that we and we've discussed this a number of times in the past, that our town has a lighting ordinance that requires the source of the light to be completely shielded and hooded. But recognizing that there are some limitations on pictures that actually meet those requirements, you have the ability to approve a fixture that does not meet those requirements. And that is stated in the ordinance. So the picture that is proposed here would have been exposed light source. So it's up to your discretion whether or not you think that fixture is acceptable for this application.

Punkin Lee: Committee member Anderson. Comment.

Bill Anderson: Regarding Will said, I would say that the lighting is acceptable.

Punkin Lee: Committee member Littleton.

Margaret Littleton: Fine with it.

Punkin Lee: Committee member Wright.

Linda Wright: I'm OK with it too.

Punkin Lee: Soffits. Mr. Dudley.

Tanner Dudley: Oh, yes. I don't think there's any more information than what we've included on the page, which is trying to replicate the existing soffit design [inaudible].

Punkin Lee: Ok, thank you. Committee member Anderson, comments.

Bill Anderson: Yes, I'm fine with it.

Punkin Lee: Committee member Littleton.

Margaret Littleton: I'm fine.

Punkin Lee: Committee member Wright.

Linda Wright: I'm fine with that, too.

Punkin Lee: Thank you.

Estee LaClare: If I may, Vice Chair Lee, this is Estee LaClare, planning and project associate. There were a couple of other items that were tabled from May and no further information has been provided. Would you like me to list them out?

Punkin Lee: Please.

Estee LaClare: We're going to begin first with the roofline. The Roof. We need additional information in regards to that.

Tanner Dudley: What do you mean by roof line?

Estee LaClare: You did not include any information with this application, sir, and we just were wondering if you had any other information you wanted to provide with the materials or color.

Tanner Dudley: For the metal roof?

Estee LaClare: Yes, sir. The discussion was tabled in May, the committee to put it on they tabled it in May for further discussion if you wanted to provide additional information.

Tanner Dudley: We were under the impression that the roof had been resolved. If you look at the following pages and the what we had submitted last time, we had included an example of what that would be. And that was PDF page 31. We had discussed a black or charcoal roof. So I'll have to pull up the meeting minutes to see where the question is, because, I mean, ultimately we're we're comfortable with what the committee wants. My recollection of the discussion was that we're comfortable with whatever the committee wanted. Right, we discussed charcoal standing seam metal roof and there was discussion that there was a preferred width in standing seam height and we agreed to that, we were not pushing for any specific width or height. We knew there was no ridge vent. But other than that, we thought it was noted and approved that day.

Will Moore: Yeah, yeah. I think we're we're OK on the roof. I think what Mr. Dudley recalled is correct. So I think unless there was any other comments from the committee members, I think you covered the roof last time sufficiently.

Punkin Lee: Do you have anything else, Estee?

Estee LaClare: Per the staff report, we also tabled or I don't know if additional information is required by the committee in regards to the gutters, the mountings. I don't know if any additional information if the committee would like additional information or not in regards to those two components.

Will Moore: Tanner, can you just this is Will can you just sort of refresh us on the gutters that you're proposing? They were half round metal, is that correct?

Tanner Dudley: Half round aluminum gutters. And did you have a color for those? I would expect and Kyle correct me if I'm wrong, but white. That's correct. They'd be white.

Will Moore: Vice Chair Lee. You might just want to confirm that's OK with all the committee members.

Punkin Lee: For comments, committee member Anderson?

Bill Anderson: No comments.

Punkin Lee: Committee member Littleton.

Margaret Littleton: No comment.

Punkin Lee: Committee member Wright?

Linda Wright: I'm fine with the roof color and the white half round.

Punkin Lee: Thank you. Anything else, Estee?

Estee LaClare: One other component that I wasn't sure of the committee would like to address was the chimney. The applicant's architectural rendering shows the removal of the entire chimney and part of the town's guidelines, existing chimney should be maintained or restored and not removed without a compelling reason or substantial justification. And I don't know if any of you would like to discuss that or that's even a motion that they would like to consider.

Punkin Lee: Committee member Anderson.

Tanner Dudley: I don't know. I don't remember the the issue of the chimney I'm sorry.

Estee LaClare: Mr. Tanner, can speak about maybe?

Tanner Dudley: When we received demolition approval from the town. We included the chimney as an item and that was approved so.

Bill Anderson: Well, there you go.

Will Moore: Yes, I think he's correct. I don't think we need to.

Estee LaClare: I apologize, sir.

Tanner Dudley: I mean, it was it was filled with concrete and was falling down. It was a danger when we tried to take it down.

Punkin Lee: So so I think we're good with not asking for further comments because we have checked it. Thank you.

Will Moore: Vice Chair Lee, if I might suggest, I think the main concern that we're hearing at this point it's unresolved, seems to be with the window material on the addition. And it might be helpful if its committee members have direction to give to the applicant on that or if the applicant has maybe a secondary choice in mind. I think this was this was known that this could potentially be an issue with the vinyl windows. So that seems to be, from my notes, really the only thing that remains to be resolved here.

Punkin Lee: And the front door lights, whether it's four, six.

Tanner Dudley: I think we were on the door, we would ask for flexibility between four and six lights. And maybe we can address that one first, then we can turn to the windows.

Punkin Lee: Could I ask for comments again? Then, I guess on the vinyl windows, please, Council Member Anderson.

Bill Anderson: I'm sorry, you were cutting in and out? I'm having problems.

Punkin Lee: We're trying to address the, to address the vinyl windows on the addition on the east and west side, which are visible from the street. So comments on that, please. Again, committee member Anderson.

Bill Anderson: Comments would be if it's within the purview to make them to match the wood windows. That's what I would vote for.

Punkin Lee: Committee member Littleton.

Margaret Littleton: I agree with Bill.

Punkin Lee: Committee member Wright.

Linda Wright: I would agree with Bill too.

Will Moore: Council Member Pearson, would you have any comments on that as well?

Cindy Pearson: I was just one I think I heard that they're hard to get right now, is that the comment that I heard, that these wooden windows.

Kyle Dudley: Yes, this is Kyle here. So I work full time for a builder and our supplier reaching out for wood framed windows at this point with the Covid shutdown, we're getting 12 weeks to n/a for delivery times whereas Anderson materials are readily available. And we're just concerned that we were in August now and we're looking to get this deal so we can hopefully get into drywall before the cold and the wintertime come.

Cindy Pearson: So I understand because I've heard that from other. So Will. Is there any option or options that we can get them?

Bill Anderson: This is committee member Anderson, unfortunately, we find across the board the same kind of issues. However, a workaround might be to just board up that particular window frame around it and wait for the winter to come in and then put it in.

Cindy Pearson: I understand the issues with it. Will, is there anything else that we can do? Comment on that?

Will Moore: I think we addressed it in the last meeting that this committee has on occasion approved windows other than just your traditional wood frame, you have approved certain types of composite materials that included wood fibers, but maybe other materials mixed in. So there is some history with those those types of materials being used in particular on noncontributing structures or new construction, maybe on additions as well. So there's there's some history there, but the use of vinyl is clearly not something that the guidelines support or that you would entertained in the past. So if there is an alternate type of material like some sort of composite that includes wood fibers. And again, there's some history of the committee entertaining those in limited occasions, you might be willing to entertain that in particular on the addition.

Cindy Pearson: Ok, so, gentlemen, is there a way that you can see if there's any of those type of windows you might use?

Kyle Dudley: The Anderson windows actually are, Anderson, 400 are vinyl [inaudible] so that they are mixed with that. It's a wood and a polymer vinyl that's blended into it. So it's not exactly a vinyl, but it has low maintenance properties to it. So it's not just a vinyl. There are a series that are 100 percent vinyl but those 400 series we're looking to use is not.

Cindy Pearson: So recommendation, since I understand it is hard to get a lot of different kind of construction material during this time, the committee might consider letting them use these windows or Will give us some more direction on how we would go from this point on.

Will Moore: You know, it's it's a little bit of a tricky position for me, I am not one of the committee members, but I think I think the proposed window is something that you have never considered before. And it would be even with the situation we're in with Covid right now, it would be a very tricky precedent to approve the proposed window.

Cindy Pearson: Ok, is there another composite [inaudible] that would be the requirements that we're looking for?

Will Moore: I don't have a spec in front of me. We could simply go back and assist the applicants in identifying some things that the committee has approved before, but it would still require you to approve it.

Cindy Pearson: Ok, and maybe this could be a question for Mr. Turnure. Do you remember those windows?

Bill Turnure: I do not. I do not recall any composite windows that we approved in the past. OK.

Cindy Pearson: Ok, committee up to you, let it go.

Margaret Littleton: I think this is Margaret again. I think it's dangerous to set the precedent. Yes. The only thing I can think of is to board it up do the framing around it and wait for it to come.

Kyle Dudley: Ok, here, this is Kyle here, we'll proceed with that. That's fine, we don't need to. We'd rather just get approval and be able to place the order and proceed at this point due to the extended timeline.

Punkin Lee: Thank you very much.

Tanner Dudley: If we run into an issue where the timeline is extremely delayed, we're going to have to come back to the committee. Yeah, I think Kyle is right we're going to have to do to proceed. But if this gets to be extended into the winter where we're going to have to come back and it's going to have to be some reconsideration, we'll have to talk to staff before that. You know, I understand we understand the concern and we understand the precedent that you're worried about. There are many homes in the neighborhood that have vinyl windows. And I think we understand you don't want the committee to set a precedent, but that is, you know, giving a blessing to something that that is vinyl. So I understand that. But I think I just want to imply that if we run it to some other major hiccups, we'll come back and share with you guys again about it. But I appreciate the consideration.

Bill Anderson: This is committee member Anderson. I understand the position you're in. But I think the last meeting, which was almost two months ago, we talked about what windows would need to be instead of vinyl at that time. So that's like six, eight weeks ago. And now we're bringing this up again. So the time has been lost. So maybe as quickly as it can be done this time, put the order in as quickly as you can. I

hate to make that comment, but, you know, we've been talking about this now for since our. I think it was our June meeting or May meeting.

Punkin Lee: It was the May meeting.

Tanner Dudley: Understood after covid-19 had hit, but understood so. OK, we will we're going to move ahead full speed and order these windows and we're hoping that everything is just fine. But I understand the concern.

Punkin Lee: Thank you.

Will Moore: One last thing I was I was remiss in saying the materials were the last thing to address, I did forward to you a separate exhibit after your agenda packet was distributed where the applicant is requesting on the west, the west end station. Whereas the elevation that you approved previously had a middle window, which was essentially a double wide window, had 12 lights. And they are now requesting to actually put a 40-inch space in between what would be, I believe, to six light windows. And that that's trying to work with their their floor plan for the kitchen I believe that adjoins that. Did the committee have any any input on that request to revise the layout of the windows?

Bill Anderson: Committee member Anderson here. I think it's acceptable if the after the [inaudible] was put around both of those. There will be a sliding scale between the windows. Not very wide, but some siding, maybe 30 inches of siding. Is that correct? And if so, that's fine with me.

Tanner Dudley: Yup. Correct. OK.

Punkin Lee: Committee member Littleton.

Margaret Littleton: That's fine with me.

Punkin Lee: Committee Member Wright.

Linda Wright: That's fine with me as well.

Punkin Lee: Council Member Pearson.

Cindy Pearson: Looks good. Thank you.

Punkin Lee: Do you have any other comments or additions, Mr. Dudley, before we call for a vote for approval?

Tanner Dudley: No, I think I think we've covered everything. I appreciate the input from the from the committee. And we're excited and we appreciate the time you've given to this and dealing with the delays on our side and delays in the whole environment. So we appreciate it. And we're excited that we have what sounds like approval to move ahead.

Punkin Lee: Do I have a motion to approve? Remember to keep in the window because that'll have to come back. Do I have a motion?

Bill Anderson: I'll make a motion to approve the amended elevation as Will sent us to approve it. Yes.

Punkin Lee: Is there a second?

Margaret Littleton: Second. Margaret.

Will Moore: OK, and so it may be before we proceed with Mr. Anderson's motion. It would be as presented and as amended as discussed in the meeting. And if I can give you a quick rundown of what what we have that would be amended. So that would be the use of wood windows on the side elevations. It would be the entry door, as presented with either a four light or a six-light configuration. The lighting was covered, that was presented. And and with the revised elevation of Mr. Anderson has already mentioned. So if you're OK with that, you could just have the motion to be as discussed in the meeting.

Bill Anderson: I'm okay with that. This is Council Member Anderson, so as amended and as the notes or minutes will indicate.

Will Moore: Thank you.

Punkin Lee: You call for the vote? [inaudible].

Rhonda North: Vice Chair Lee.

Punkin Lee: Approved.

Rhonda North: Committee member Anderson.

Bill Anderson: Approved.

Rhonda North: Committee member Littleton.

Margaret Littleton: Approved.

Rhonda North: Committee member Wright.

Linda Wright: Approved.

Will Moore: Thank you very much, everyone. Mr. Dudley, we will send you some correspondence early next week to just clarify everything that was covered here but thank you again.

Tanner Dudley: Thank you, Will, and thank you committee. We appreciate it and thank everybody.

Punkin Lee: Thank you. Next will be COA 20 - 11 request to build William Turnure for construction of a porch roof over a side door entrance at 1 Orange Drive. Bill.

Bill Turnure: Thank you all. I'm assuming we have brought unmuted Mrs. Whiting. We have Mrs. Whiting is remoting in for the meeting. So if you have any questions for her after we discuss it, she's available as well. As you see from the from the application, it's a down at federal court and there's a small three- or four-foot projecting porch off their side door. And even though it is the side door, since the front door is facing Route 50, it's not used very often. And so this is really the primary entrance for the for the residence. And the the owner, Mrs. Whiting, would like to also make it so that she might be able to to sit underneath that as a sort of a side porch as well. And so what we have presented is a is an expanded porch roof. There is an existing retaining wall that you can see in the photographs that have been supplied to you all. And we propose to construct this porch roof out to that retaining wall. And on top of that retaining wall, the dimension of that is about 12 feet to the outside of that. So the inside dimension is going to be about 11 foot, four inches or so forth. The materials, the size of the columns, the the design of the columns, there's a [inaudible] on there, the entablature that goes around the porch columns. I mean, the porch beams, the the crown molding, the, the roof color and and material all match the existing residence as well as the other residents that are attached to it. There's a basket weave porch floor under

the existing porch and we're going to match that with the, match those pavers and and the entire pavers will fill the the where the retaining wall is so that they might, you know, have some additional outdoor seating and perhaps some plants, some potted plants or so forth underneath there. The color of the paint is going to be the same. So it's we're just trying to match the stucco will be the same as well. And we're just trying to keep the windows underneath the windows above on the second floor and limit the, you know, in the the size of the roof to be underneath those windows. I think that's all that I have. If you have any questions, please, please let me know and see if we can answer that or come up with a resolution.

Punkin Lee: Thank you. I'll ask for comments. Committee member Anderson.

Bill Anderson: I like it. I think it's fine.

Punkin Lee: Committee member Littleton.

Margaret Littleton: I think it's fine as well.

Punkin Lee: Committee member Wright.

Linda Wright: I think it's a nice addition, it's very attractive.

Punkin Lee: Council Member Pearson.

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

Punkin Lee: Anything else, Bill?

Bill Turnure: Do you have any any comments, Ms. Whiting?

Meredith Whiting: Not unless someone has specific questions for me. I think you described it very well.

Bill Turnure: Ok.

Punkin Lee: Should I ask for a motion, please?

Margaret Littleton: I would do it, but this is Margaret Littleton. I can't read on my screen. It's in such a tiny print.

Bill Anderson: Bill, I'll do it. COA 20-11 to approve it as presented.

Punkin Lee: Do I have a second?

Margaret Littleton: I'll second it, Margaret Littleton.

Rhonda North: Vice Chair Lee.

Punkin Lee: Yes.

Rhonda North: Committee member Anderson.

Bill Anderson: Yes.

Rhonda North: Committee member Littleton. Committee member Littleton.

Margaret Littleton: Yes.

Rhonda North: Committee member Wright.

Linda Wright: Yes.

Punkin Lee: Thank you. Motion passes.

Bill Turnure: Ok, the next action item is action item 6B COA 12 - 12 request of the National Sporting Library Museum for approval of artwork for a celebration. Phyllis Mills Wyeth Exhibit Banner. And who is presenting this for the sporting library again, it's Ms. West?

Jody West: Yes, Jody West.

Bill Turnure: Hi, Jody. Can you give us the lowdown on Ms. Wyeth? I think we'd be interested to hear a little history.

Jody West: Yes, we decided because there have been many cancellations and we were originally going to try to get a steeplechase banner approved. That was prior to Covid hitting in March. Now, because that has been pushed off until September and so many things are still up in the air. One thing we do know is that the Wyeth exhibition has been extended to January three. So the decision was made to make pole banners for the town, for steeplechase and to change the banner on the building to another Wyeth painting and to also change the text from the yellow that the artist Mr. Wyeth requested to white. Since you cannot read the yellow. Mm hmm. So this is why. So that's basically the only thing that changed was the dates, the color of the tags and the painting that we used.

Bill Turnure: Any comments by Vice Chair Lee?

Punkin Lee: I think it's lovely, as usual. Thank you, Jody.

Jody West: Thank you.

Bill Turnure: Committee member Anderson.

Bill Anderson: Yes, I like it very much. It's very nice. Thank you.

Jody West: Thank you very much.

Bill Turnure: Committee member Littleton.

Margaret Littleton: Wonderful.

Bill Turnure: Committee member Wright.

Linda Wright: Yeah, I would agree. I also think it's very nice and changing to the white will be much better. The yellow was you could not read it at all.

Jody West: Yeah, it was horrendous.

Bill Turnure: Committee member Pearson, any comments?

Cindy Pearson: No comment. Thank you.

Bill Turnure: Ok, is there a motion?

Bill Anderson: This is Bill, make a motion for COA 20-12 to approve as presented.

Punkin Lee: Second.

Linda Wright: Committee Member Wright, I'll second.

Bill Turnure: Roll call, please.

Rhonda North: Vice Chair Lee.

Punkin Lee: Yes.

Rhonda North: Committee member Anderson.

Bill Anderson: Yes.

Rhonda North: Committee member Littleton.

Margaret Littleton: Yes.

Rhonda North: Committee member Wright.

Linda Wright: Yes.

Bill Turnure: Motion passes. Thank you, everyone. Thank you. Thank you again for coming in. Or calling in. [Laughter]. Any discussion items, anything happening, anything.

Will Moore: I'll just share with you that we are still planning our revision to the design guidelines. We were successful, I think we told the committee before, in applying for a grant with the State Department of Historic Resources that will cover a little more than 70 percent of the costs. But the State Department of Historic Resources is moving at a slightly slower pace than we had hoped and getting us formal notice of that award. So they have informally told us that it's being awarded. But until we have the formal award, we cannot move forward with engaging with the consultant. So we're still in a holding pattern there, but we still anticipate that we will be moving forward. Hopefully, we'll have an update next month.

Bill Turnure: OK. Any anyone on the committee, any comments, any thoughts, anything? So, how about for next month's meeting or meeting quorum for the September 3rd meeting?

Margaret Littleton: Margaret Littleton. It's fine with me.

Bill Anderson: This is Bill, fine with me.

Linda Wright: Linda Wright, it's fine with me.

Punkin Lee: Punkin Lee. Fine with me.

Cindy Pearson: Cindy, it's good.

Bill Turnure: Ok, so we will plan on seeing you on the 3rd. Everyone say stay safe and hopefully we can move on from these remote meetings at some point in time because it gets awkward from time to time. But thank you all for your patience and working with us in this capacity. So moved. Goodnight, all.

