TOWN OF MIDDLEBURG
HISTORIC DISTRICT REVIEW COMMITTEE
REGULAR MEETING MINUTES

Thursday, May 2, 2024
PENDING APPROVAL

The regular meeting of the Historic District Review Committee was held on Thursday, May 2, 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
Margaret Littleton
Linda Wright

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

ABSENT: Cindy C. Pearson, Council Representative

Approval of Minutes

Chair Clites moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve the April 4, 2024 Regular Meeting Minutes as submitted.

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

New Business

COA 24-09: Shed – 18 E. Washington Street – Lou Lou Too

Planning & Project Associate Moore reported that the applicant was seeking retroactive approval for a shed that was constructed behind the main structure that contained Lou Lou Too. He further reported that it was partially visible from Liberty Street; however, it was not highly visible.

Ben Wegdam, the applicant, advised the Committee that he was not aware that he needed approval. He explained that the shed was constructed as they were renovating Lou Lou Too in February.

The Committee agreed it looked good and noted that it could hardly be seen. They questioned why it wasn't painted the same color as the building so it would blend in.

Mr. Wegdam advised that he just picked white and opined that the building could hardly be seen.

Chair Clites advised that his first thought was that it would be better if it was turned; however, this would not have made sense from an access perspective.

Committee Member Anderson opined that if the application had come before the Committee before the shed was built, they would have probably recommended a different color.

Committee Member Jenkins moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 24-09, a request of Ben Wegdam for a shed at 18 East Washington Street.

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

COA 24-10: Rear Sunroom Addition – 306 E. Marshall Street – Nick & Caroline Perna

Planning & Project Associate Moore reported that the request was for a sunroom addition on the rear of the house. He advised that the only concern was the screening of the addition; however, because of its location in the backyard, it would mostly be obscured. Mr. Moore noted that the rear yard was defined by stone walls, fences, and dense landscaping along the street, making the visibility minimal.

Caroline Perna, the applicant, reported that they had planted additional evergreens since the Town staff came to their house; therefore, the visibility was even more minimal. She opined that the only location where the sunroom could be seen was if someone walked to the right side of their driveway and looked back and, even then, they would only see about ten percent of it.

The Committee opined that this would be a nice addition to the rear of the house.

In response to an inquiry from the Committee, Mrs. Perna confirmed the windows would have muntins in them similar to the windows in the house. She noted that the windows in the back of the house did not contain muntins; however, the doors and remainder of the house did. Mrs. Perna opined that having muntins would be in keeping with the remainder of the house.

Chair Clites opined that it would be a bit of a knit in terms of flashing detail to make it work right.

In response to inquiries from the Committee, Mrs. Perna confirmed the lattice on the addition would be consistent on each side of the house and opined that balance was important. She confirmed the same materials would be used. Mrs. Perna confirmed the siding on the bottom would be smooth, painted Hardie plank.

Committee Member Littleton moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve COA 24-10, a request of Nick and Carolina Perna for a rear sunroom addition at 306 East Marshall Street.

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

COA 24-11: Fence Removal, Trash Enclosure, Alterations to Pavilion – 12 N. Madison Street – Middleburg Museum Foundation

Planning & Project Associate Moore reported that this application consisted of three items – a request for a fence removal, a request to build a trash enclosure, and a request for alterations to the existing pavilion. He further reported that the applicant wished to remove certain sections of the existing fence, as they have rotted. Mr. Moore reminded the Committee that while fences were not considered to be historic items, they added to the historic character of the property. He noted that they also added to the scale of a historic building. Mr. Moore advised that customarily, there was an opening between the fence posts that were enclosed with a similar material. He reported that the applicant was entertaining the idea of not putting anything between the fence posts once those sections were removed. Mr. Moore advised that the applicant would like to construct a trash enclosure on the rear of the building, west of the red telephone booth. He noted that it would contain a double swing door. Mr. Moore reported that the applicant was proposing several changes to the pavilion. He advised that they would like for people to be able to walk from the sidewalk (public) through the pavilion and into the rear yard. Mr. Moore explained that this would require the removal of an entire section of the pavilion.

Vicky Lewis, a member of the Board of Directors for the Middleburg Museum Foundation, noted that almost all of the members of the Board were new and advised that they were trying to turn the property around. She explained that what they were proposing was their first step. Ms. Lewis reported that they wanted to do the fence demolition right away because it was dangerous and an eyesore. She opined that they could also improve access to the pavilion fairly easily and at a low cost. Ms. Lewis advised that this project would be completed in multiple phases in the future. She confirmed the idea was to take down all the panels between the posts. Ms. Lewis noted that the current fence was a high maintenance design and would be expensive to rebuild. She advised that they did not want that style of fence to go back up. Ms. Lewis noted that the Board had spent the last few months trying to figure out who the museum was and what they wanted to do with the property. She advised that they were contemplating how the property would be best used by the community and explained that they saw it as a town park. Ms. Lewis announced that the museum was moving back into the building on July 31st. She advised that they were hoping to put the money they would save by not paying rent into the improvements in the garden and property. Ms. Lewis presented photos of a variety of fences located within Middleburg's Historic District and opined that there was a precedent for doing almost anything. She reiterated that their Board was thinking about how they wanted to utilize the property and was thinking of using the 1820-1920s as a springboard for its development so it could be easily used for the interpretation of the history of the town and surrounding area. Ms. Lewis advised that they wanted to start by talking about the agricultural nature of the area, including the farms, and were thinking about picking up on an agricultural theme, such as a stable or carriage house. She explained that they were mostly talking about demolition at this point, as they needed time to resolve what they wanted to do. Ms. Lewis noted that they were trying to decide what kind of architecture they wanted on the site.

Ms. Lewis reported that the Jackie Kennedy Onassis Pavilion contained a lot of rot and damage. She noted that although they were asking to remove one section, there were others that would have to be removed and repaired. Ms. Lewis explained that they asked for the removal of the right-side panel from the street view, with the intent of providing ADA accessibility to the pavilion; however, because of the rot that they recently uncovered, they may want to take out the middle section instead. She opined that this was a more viable option. Ms. Lewis noted that they did want to maintain the frieze along the top edge and would like to extend it so it would be all the way around the pavilion. She advised that they may ask for some type of solid panel on the front side in the future, which they would use for outdoor exhibits.

Chair Clites suggested the Committee talk about each item individually. He noted that Councilmember Pearson could not attend the meeting and asked that he share that she was not in favor of removing the fence on the Madison or Marshall Street sides; however, she was okay with the removal of the rear

portion that abutted the Safeway parking lot. He advised that Ms. Pearson felt the fence was a part of the Pink Box charm and historic character. Mr. Clites suggested the Committee discuss the request for a trash enclosure first.

The Committee agreed they did not have any issues with the proposed trash enclosure. They held some discussion as to whether the fence should be straight or contain a curve and advised that they did not feel strongly about this one way or the other. There was some discussion as to whether the enclosure should contain a lid; however, the Committee suggested that it not, as it would make it difficult to use.

Chair Clites suggested the Committee discuss the proposed alterations to the pavilion. He explained to Ms. Lewis that one of the things the Committee struggled with was what something would look like so they knew where things were going to end up before they granted approval for something. Mr. Clites suggested the Committee give the applicant its comments on the pavilion and then talk about the fence.

In response to an inquiry from the Committee, Ms. Lewis advised that there was a path between the pavilion and the Pink Box that went through the rear of the property and out the arbor opening onto the Marshall Street sidewalk. She noted that it was a pea gravel path; however, they planned to replace it during Phase 2 or 3 of their project. Ms. Lewis further noted the steep slope coming off the sidewalk and advised that they would like to create a nice level grade using gravel. She further advised that they planned to lift the brick sidewalk. She explained that to get into the pavilion, one had to travel down the path. Ms. Lewis advised that for the purposes of this application, the path would remain.

In response to an inquiry from the Committee, Ms. Lewis advised that some of the pickets in the pavilion were rotten. She further advised that they would like to lift the grade of one corner of the pavilion; therefore, the railing would not be needed, as the grade difference would be addressed. Ms. Lewis noted that they would prefer the pavilion be opened on Madison Street.

Committee Member Anderson suggested the opening on Madison Street be in the center of the three bays and noted that this would allow for a pathway to the rear of the property. He suggested this would be a main passageway if the fence remained.

Ms. Lewis advised that she did not feel the fence was needed for either sightline or physical privacy. She further advised that the Board of Directors saw the garden as a public one and opined that people did not know they could go in it due to the fence. Ms. Lewis suggested that if a fence was needed, it was needed beside the parking lot to screen the view of the cars. She noted, however, that the Board was thinking about moving a lot of the shrubbery in the garden to the back edge and, after a season, would determine if they needed more screening. Ms. Lewis opined that if the fence panels were not removed within the next six months, they would fall down due to deterioration. She noted that some panels were already lying on the ground and advised that the gates were off their hinges. Ms. Lewis reported that the pickets were completely rotted and spongy.

In response to an inquiry from the Committee, Ms. Lewis confirmed they would like to keep the details on the pavilion that were above the three bays.

The remainder of the Committee agreed with Committee Member Anderson's suggestion that the opening on Madison Street be in the center of the three bays.

The Committee noted that the details were on the pavilion wall that faced the side of the building; however, they were not on the wall that faced the rear. They suggested those details be duplicated around the entire pavilion.

In response to an inquiry from the Committee about the height of the details, Ms. Lewis advised that they could always be lifted at the door portals if height was an issue.

In response to inquiries and comments from the Committee, Ms. Lewis confirmed that in order to get to the backyard, there would be a shallow step, which would consist of concrete blocks. She opined that they did not need a ramp and advised that the sidewalk entrance would almost be level with the pavilion. Ms. Lewis acknowledged that the gravel path would drop by eighteen inches heading to the rear of the property. She advised that they would not yet have a ramp for the back; however, they were going to use a step stone to lift the grade. Ms. Lewis acknowledged that the purpose was to make the path more user friendly. She advised that for wheelchair accessibility, the individual would need to come out of the pavilion and go down the sidewalk to the location where they would create a solid ramp once the drop step was removed in the brick sidewalk. Ms. Lewis opined that a ramp coming out of the rear of the pavilion would be much steeper. She confirmed that as proposed, the pavilion would not be ADA accessible; however, it may be okay for people with canes and walkers.

The Committee noted the need for a clearer understanding of what was being proposed for the fence.

Ms. Lewis advised that most of the accesses had a dense garden around them, with little openings to the sidewalks. She explained that the basic concept was to make it more welcoming for people to walk by. Ms. Lewis opined that people did not think they could go in there. She suggested they would know if the museum returned the "Come On In Sign" that used to hang on the gate to welcome visitors.

In response to an inquiry from the Committee, Ms. Lewis confirmed there was an eight-foot stone dedication plaque centered in front of the pavilion. She advised that she was not sure where it would be relocated to; however, it should be somewhere near the pavilion. Ms. Lewis questioned whether the Committee had any suggested locations and noted that it was important to keep the plaque.

The Committee noted that it was an important part of the history of the pavilion.

In response to an inquiry from the Committee, Ms. Lewis confirmed the sidewalk leading into the pavilion could be as wide as the eight-foot opening if it was centered. She noted, however, that this would require a reduction in the number of benches inside the pavilion, unless part of them projected past the entry posts. Ms. Lewis suggested that if that occurred, an eight-foot-wide sidewalk would not be needed.

The Committee expressed concern about having a step on the back of the pavilion that was not as wide as the opening.

Ms. Lewis agreed the back needed a lot of work and noted the items that were located in the rear of the property. She suggested the barbecue grill needed a surface to sit on if it was going to remain.

In response to an inquiry from the Committee, Deputy Town Manager Moore confirmed that walkways were not part of what the HDRC reviewed. He advised that the Town would have an interest in any sort of walkway between the public sidewalk and the pavilion, as it would be located in the public right-of-way. Mr. Moore noted the need for a license agreement between the Town and the Museum Foundation that would allow them to construct something in the right-of-way and that would clarify things such as who had maintenance responsibilities. He advised that there were a number of encroachments into the public right-of-way associated with this property, including the fence.

Chair Clites noted that the resolution of those encroachments was not something the HDRC could address. He advised Ms. Lewis that the Committee had no oversight of the requested changes beyond aesthetics. Mr. Clites opined that there was consensus around the pavilion and summarized that the Committee was okay with opening up the middle of the east elevation, with the panels and elevated pickets being replaced in-kind, with just the center being opened. He questioned whether this was in line with the applicant's thoughts and noted the need to be clear on it.

Ms. Lewis advised that she was thinking of something similar to that. She suggested the upper pickets that were in good shape could stay and those that were not, could be replaced. Ms. Lewis noted that the panel was a stamped plywood that simulated beadboard and advised that they may want to install something like a tongue and groove pine wood.

Chair Clites noted that it was difficult for the Committee to approve a request without having all the details. He further noted that the pavilion was not historic and suggested the Committee could approve the use of a synthetic or traditional board material to infill the panels. Mr. Clites noted that once painted, there would be no maintenance required moving forward. He advised that he was unclear as to whether the Committee would act on the application during this meeting. Mr. Clites reiterated that the Committee's consensus was that opening the pavilion in the center was acceptable, with the little pickets at the top being continued around the entire structure. He suggested the Committee move to the discussion of the fence.

Committee Member Anderson advised that he liked the idea of keeping the fence in its present location (by pavilion) and noted that it had been an element for many years. He acknowledged that it may be in need of repairs and/or replacement; however, he did not see the need to open it up now that guests would be able to come through the pavilion. Mr. Anderson opined that the fence was a traditional element that people had come to appreciate. He reiterated that he did not see the need to remove it between the building and the pavilion if the pavilion was opened. Mr. Anderson advised that as to the remainder of the fence, he suggested they rebuild and repair it to match the existing fence as closely as possible. He acknowledged that this would be more expensive than simply removing it.

Committee Member Littleton opined that the fence was charming and old and made the building. She expressed displeasure at the thought of only having posts and rails. Ms. Littleton suggested the Committee should not approve a plastic fence. She advised that she would like for it to remain. Ms. Littleton noted that she liked the idea of installing shrubbery along the Safeway parking lot side of the property and opined that the fence would make it pretty.

Vice Chair Lee suggested the need to have a fence for safety reasons and noted that someone could fall off the edge of the public sidewalk where the picket fence was currently located. She noted the drastic drop in places. Ms. Lee suggested the fence on the front and side should remain, as well as the fence on the backside if possible. She agreed the fence along the backside would make the garden pretty and would block the view of the cars in the parking lot. Ms. Lee opined that the proportion of the fence to the Pink Box building was perfect. She acknowledged the fence photos that Ms. Lewis provided and opined that none of the posts that were depicted would have been used, as they did not fit that type of fence.

Ms. Lewis suggested the Museum Foundation could go with a rustic split rail fence; however, she advised that the concept was to keep the fence "lower key." She opined that when people looked at the property, they saw the fence, which was installed in the 1990's. Ms. Lewis advised that there were a lot of fences all over the Historic District, as was depicted in their handout, which backed up against gardens.

Vice Chair Lee advised that the existing fence fit nicely with the property. She noted that the other issue was that this project was a work in progress and questioned how long the posts would remain before something else was done with the fence. Ms. Lee questioned which looked more incomplete – a fence that was falling down or one where the panels were removed.

Ms. Lewis advised that it was their hope to remove the panels, as well as the knobs that were on top of the posts, to have a nice clean shaped post. She further advised that they would then repaint them. Ms. Lewis noted that it would basically be a demolition job that would not cost anything. She advised that they had a very tight budget and did not know when they could rebuild something as expensive as a picket fence. Ms. Lewis suggested it could be quite a long time, as they had more serious requirements elsewhere. She noted that a picket fence was one of the most expensive ones to build and maintain.

Committee Member Wright acknowledged the upkeep required for a picket fence. She advised, however, that the picket fence added character. Ms. Wright further advised that she could agree to lose the portion that was adjacent to the Safeway parking lot if possible; however, she advised that the fence fit with the dimensions of the building and added character to the entire corner. She noted that she could not envision a split rail fence at this location. Ms. Wright suggested she needed to think about this some more.

Ms. Lewis advised that they were also thinking about removing the Sycamore tree and explained that they may use the wood from it to create three-by-eight-inch planks that could be reused for a fence. She advised that they did not want to install a plastic fence. Ms. Lewis further advised that they were exploring some heritage type finishes, such as lime wash. She suggested that if they used green wood, they would allow it to dry and would then apply a lime wash finish so it would blend with the posts.

Committee Member Wright questioned whether the fence could be pulled back so it would not encroach in the public right-of-way and so that plantings could be installed in front of it. She opined that a rustic post and rail fence may be acceptable if it were a part of a garden. Ms. Wright further opined that everyone liked the white picket fence, as it had been there for a long time.

Committee Member Jenkins noted that the white picket fence was similar to one the Committee discussed during its last meeting. She advised that she liked the post and rail fence; however, it would need to be planted so it would look more like a cottage garden. Ms. Jenkins advised that she was not opposed to removing the existing fence and opined that there was not a fence in place prior to 1990.

Ms. Lewis advised that she looked at the archive of photos the museum had and noted that there were examples of picket fences going back a hundred years. She advised that they tended to be irregular, like they were handmade. Ms. Lewis noted that the other type of barrier that could be seen in the photos was a post and rail; however, they tended to be more like hitching posts and tended to be located in front of stores and were scattered throughout the town.

Chair Clites summarized the Committee's comments. He advised that there was a lot of interest in keeping the fence. Mr. Clites suggested that if the Committee was being asked to approve something instead of the fence, it would need to see what that was and discuss it. He advised that while a lot of options were discussed, the Committee always refrained from agreeing to remove something while they were waiting for the solution. Mr. Clites opined that a post with no resolution felt worse than a fence that needed repair. He advised that there was general consensus that the fence by the parking lot could come down as part of a potential landscape plan that would allow the parking lot to be screened appropriately. Mr. Clites suggested that if some of the material from that section of fence could be salvaged, it could be used to make repairs to the fence located beside the public sidewalk, which would not necessarily cost a lot of money and could make things safer for a couple of months. He advised that, personally, he would like to see the actual fence that was being proposed for installation and would like to consider that along with any other changes that were being proposed to the pavilion. Mr. Clites opined that there was something about the picket fence and pavilion and the details that went together. He acknowledged that the Committee looked at another white picket fence on a fairly open residential lot; however, it had mostly vehicular traffic and no pedestrian traffic. Mr. Clites advised that this was one of the few fences in town that the Committee felt passionately about. He recommended the Committee approve as little as possible until it knew more about what would actually be done with the fence. Mr. Clites suggested minor repairs be done so it could stay in place until a comprehensive solution was available. He opined that the Committee was in agreement with regard to the pavilion and trash enclosure and could craft a motion for their approval.

In response to an inquiry from the Committee as to whether the Museum Foundation had an order of priority for the items, Ms. Lewis opined that the fence was a July or August project. She advised that they could remove the fence pretty fast; however, they could not rebuild it until the fall at the least. Ms. Lewis noted that they were trying to first focus on the removal of the tree and advised that they received two identical bids for that and were trying to figure out what to do. She reported that the next thing they would concentrate on was grading the lower lawn so it would be flat and open in time for the Juneteenth celebration. Ms. Lewis further reported that they were moving the museum, which would take until early July. She opined that the earliest they could start rebuilding things was August. Ms. Lewis advised that her inclination was to focus on the pavilion. She suggested that in the meantime, she could prepare sketches of what the fence would look like. Ms. Lewis acknowledged the sentimental value and attraction to the picket fence; however, she advised that the Museum Foundation was coming at it from a different perspective. She noted that they saw a better property that would be used in a different way.

Chair Clites opined that the Committee was open to seeing the proposed solution; however, they would like to see what they would be asked to approve as a replacement before they approved the removal of the existing fence.

Ms. Lewis expressed concern about the danger of leaving it in place. She opined that if someone leaned against it, it would collapse.

Committee Member Anderson opined that in terms of priorities, if the fence was in such a state of disrepair that it could cause someone to get hurt, it should be fixed right away, even if only temporarily.

Chair Clites agreed. He questioned whether the Committee wanted to approve an unknown solution or some other alternative. Mr. Clites further questioned whether the owner of a historic structure that was in a state of disrepair could come to the Town staff to ask for approval for repairs while they were waiting for an outcome from the Committee.

Deputy Town Manager Moore advised the Committee that regardless of the danger, anything could be repaired in-kind without action by them as long as the essential elements, including form, materials and color, were the same. He explained that maintenance activity could be performed at any time without the Committee's approval. Mr. Moore noted that while not the subject of formal zoning enforcement activity, the Town started an informal enforcement process several years ago when it recognized the dangerous state of repairs of the fence. He reminded the Committee that the Town had provisions in its ordinance that allowed it to compel someone to maintain something that was in a dangerous state. Mr. Moore advised that the informal enforcement process began with a former member of the museum, who initiated efforts at repairing part of the fence. He noted that, as a result, the Town staff backed off of its enforcement efforts at that time, recognizing the limited resources the organization had and because steps were being taken. Mr. Moore advised that regardless of the Committee's actions during this meeting, the Town staff would take a close look at the condition of the fence and, if it was dangerous to the public, would compel some sort of action.

Ms. Lewis acknowledged that there was a request from the Town to repair the fence and advised that their former Executive Director, said she would fix it. She advised that she understood that the former Executive Director simply painted the rotted pickets. Ms. Lewis opined that it was a worthless effort and noted that the condition of the fence was that it had gone downhill. She noted that there were no current enforcement efforts underway and opined that thirty additional days would not matter.

Chair Clites suggested it was worth a thirty day look again. He encouraged the members to walk by and to look at the fence closely. Mr. Clites opined that this may cause the members to change their minds about its removal if it was unsafe. He noted that this was not the normal course of action for the Committee. Mr. Clites reiterated that if something was to be replaced, they found it beneficial to see what that the replacement looked like.

Chair Clites moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 24-11, a request of the Middleburg Museum Foundation for the following: the trash enclosure can be installed as presented; the pavilion modifications will include taking the east center section of the lower solid wainscotting panel and the middle pickets out and leaving the top pickets and extending the top pickets around the north and west elevations, and removing the rails and pickets along the north elevation; the suggestion that the brick walk be as wide as the opening; delay the fence decision until further information is received from the applicant; and, that the plaque will be relocated adjacent to the pavilion.

In response to an inquiry from the Committee, Ms. Lewis confirmed they were not seeking a change in paint colors at this time.

Chair Clites further moved, seconded by Committee Member Wright, that the paint color is to match the existing one.

Chair Clites noted that the approval did not address the ramp at the rear of the pavilion. He repeated the motion for the Committee.

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

Discussion Items

Deputy Town Manager Moore reminded the Committee members of the need to be more disciplined about using their microphones. He noted that people watched the meetings online and could not hear when the members did not use them. Mr. Moore reminded the members that it was inappropriate to have side conversations and noted that the discussions needed to be public.

Draft Guidelines for Outdoor Dining/Seating/Other Areas

Deputy Town Manager Moore reminded the Committee of their initial discussion in January of potential amendments to the Historic District Guidelines to add information on outdoor elements. He noted that a second draft was presented in February. Mr. Moore reported that the draft guidelines were updated based on that conversation and reviewed the proposed changes. He advised that he did not expect the Committee to fully endorse the changes at this point but rather wanted to bring them back for discussion, with the hope they may be able to recommend an update within the next several months. Mr. Moore reminded the Committee that the Council must officially approve any changes to the guidelines.

Vice Chair Lee noted that the draft guidelines prohibited flashing, chasing or intermittent levels of lights. She further noted that Thaiverse still had their lights up that changed all the time. Ms. Lee questioned how that would be addressed.

Deputy Town Manager Moore advised that addressing a problem did not relate to a new application. He confirmed the instance cited by Vice Chair Lee remained an issue even though it had been addressed a number of times. Mr. Moore advised that they adjusted the lights to come into compliance with the ordinance and then the problem recurred again.

Chair Clites noted that string lights could provide more light than the Committee was happy with. He suggested that someone could install multiple string lights with 2700 Kelvin bulbs, which would be brighter than any light in town. He questioned whether there was a way to define a lumen level. Mr. Clites noted the need for a light meter and for someone to do enforcement at 9:30 p.m. He suggested the Committee not put something in writing that would allow for inappropriate light levels and noted that they had worked hard for many years to manage this.

Deputy Town Manager Moore reminded the Committee that lighting was something that needed to come to them for review. He suggested they may not want to include a provision for temporary lighting or string lighting in the guidelines. Mr. Moore explained that he only addressed it because those were the kinds of things that came up with outdoor seating areas. He suggested the guidelines identify what was and was not allowed and advised that he was not necessarily suggesting they should be allowed.

In response to an inquiry from the Committee as to whether they were talking about Christmas tree lights, string lights, or lights with larger bulbs, Chair Clites noted that this was the problem. He opined that there was no way to reasonably specify or manage it due to the combination of bulbs, the light they put out and the frequency of the bulbs along the string. Mr. Clites noted that there was already a provision in the outdoor lighting ordinance that allowed for the display of decorative holiday lighting; however, it contained a time limit.

The Committee noted that some businesses had string lights over their doors and in other locations that people found offensive.

Committee Member Littleton read a dark sky article from *Life in the Piedmont of Fauquier County*, which described the effects of bright lights at night on migratory birds and noted that it could be dangerous for them. She reminded the members of the number of bright lights in Middleburg at night.

In response to an inquiry from the Committee as to next steps with regard to the proposed guidelines update, Deputy Town Manager Moore advised that there needed to be consensus reached on the text and noted that he needed some direction from the Committee regarding the language on lighting. He questioned whether string lights should only be permitted during the holiday, as was already provided for in the zoning ordinance. Mr. Moore advised that if they wanted to include provisions allowing for string lighting, he needed to know what language would be sufficient. He explained that once that was determined, the next step would be to put the language into a format that mimicked the current Historic District Guidelines, including photographic examples of what was appropriate.

Chair Clites suggested there be a section on lighting and one on temporary lighting, such as that found at an outdoor table. He opined that there were solutions that did not include string lights. Mr. Clites suggested the community had spent too much time and energy trying to reduce the light levels and opined that string lights did not continue that effort in an appropriate direction. He suggested the guidelines should say "no string lights" but that temporary accent lighting would be allowed for outdoor dining and other areas. Mr. Clites acknowledged that approval of the accent lighting would be needed from the Committee.

The remainder of the Committee agreed and noted that it would be too difficult to regulate string lights. They further noted that those lights tended to be left on, even when the business was closed.

Deputy Town Manager Moore acknowledged that the Committee did not want to allow string lights. He questioned what they meant by "temporary accent lighting."

The Committee suggested that battery operated table lights could be very attractive and opined that they would be removed from the tables at the close of business, whereas string lights were left on. They opined that eliminating string lights was in agreement with the dark sky ordinance and addressed concerns such as the effect of light on migratory birds. It was suggested that anything that was temporary was something that was only available during business hours and that was not hard wired to the building. They further suggested that temporary lights should not be more than 2700 Kelvin; should be white; should not flash, chase or be intermittent; should not remain on after hours; and should not be string lights.

In response to an inquiry from the Committee, Deputy Town Manager Moore advised that when the new regulations were adopted, the Town would send a letter to the businesses to make them aware of the changes.

Chair Clites noted that the Committee previously agreed it would prefer wrought iron or painted metal tables and chairs, with the design being consistent with the seating areas; and, that a mixture of styles was not appropriate. He further noted that they discussed umbrellas, including: that a maximum of two colors was acceptable; that they would be compatible with the furniture and signage; that the color should be color fast to prevent fading; that they should not extend beyond the designated patio area; and, that they should not contain text, branding or advertising. Mr. Clites reminded the Committee that they discussed fences, which should be wrought iron, black metal chain or other elements in color and that if plastic was used, it needed to closely resemble metal; and, that all elements needed to be well maintained. He noted that they agreed that planters were encouraged to add decoration within the seating area and that the plantings should be maintained in good condition and replaced, as necessary. Mr. Clites advised that they agreed that trash containers should be wrought iron or black painted metals, should be well maintained, and emptied daily. He noted that the preferred color for outdoor furniture and other furnishings was black, and that plastic and vinyl were not permitted.

In response to an inquiry from the Committee, Deputy Town Manager Moore confirmed that light trespass was not supposed to occur. He advised that he would draft language to that effect.

Chair Clites noted that the next step would be for the staff to put the draft language into the format of the Historic District Guidelines.

June Meeting Quorum

Chair Clites, Vice Chair Lee and Deputy Town Manager Moore noted that they were not available to attend the June 6th meeting. It was suggested that the staff send out an email with some alternate dates so the meeting could be rescheduled.

It was further noted that the July meeting would fall on the Fourth of July holiday. It was suggested that the staff send out alternate dates for the July meeting as well.

There being no further business, the meeting was adjourned at 7:21 p.m.

RESPECTFULLY SUBMITTED:

_____ _____

Rhonda S. North, MMC, Town Clerk

HDRC Meeting Transcript – May 2, 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)

Tim Clites: Well. Thank you. This is the Thursday, May the 2nd, 2024 Middleburg Historic District Review Committee meeting and the first order of business is Call to Order Roll Call.

Rhonda North: Chair Clites.

Tim Clites: Present.

Rhonda North: Vice Chair Lee.

Punkin Lee: Here.

Rhonda North: Committee Member Anderson.

Bill Anderson: Here.

Rhonda North: Committee Member Jenkins.

Virginia Jenkins: Here.

Rhonda North: Committee Member Littleton.

Margaret Littleton: Here.

Rhonda North: Committee Member Wright.

Linda Wright: Here.

Rhonda North: And Council Member Pearson is absent.

Tim Clites: Thank you. If everyone can remember to turn your mic on and off and looks like we have a big crowd tonight. I don't know what we're going over, but welcome everybody. We pause for a second in case if you're not on the if you're on the agenda, we'll get to you in the order that you presented your application to the staff. If anybody for public comments before we get into our agenda. Just general public comments. Seeing none, we will have the first order of business, which is approval of the minutes from the April 4th, 2024 regular meeting. Are there any comments or corrections to the meeting minutes? Seeing none I move; we approve the minutes as submitted.

Punkin Lee: Second.

Tim Clites: All those in favor?

All of Committee: Aye.

Tim Clites: Any opposed? Any abstained? Thank you. Motion passes. Next item is action item new business COA 24-09 request of Ben Wegdam for a shed at 18 East Washington Street. Lou Lou Too. And for those of you in the audience, I believe you'll be able to see it. The application up on the screen behind us. Erick, would you like to walk us through this?

Erick Moore: Yes, sir. The applicant is requesting retroactively approval for the outbuilding or shed. It was constructed behind the main structure, which is behind Lou Lou Too. It's basically partially visible when you're on Liberty Street. But it's very well back off of Liberty Street, so it's not highly visible. So not highly visible. And if you have anything else you'd like for me to add to that, just let me know.

Tim Clites: Thank you. Just make sure everyone on the committee has it open on their screen or paper copy. And we will start with Bill with any comments. [off mic] I'm sorry. Yes. Please come to the.

Ben Wegdam: I wasn't aware of the fact that I needed an approval, so we were.

Tim Clites: Ben, could you? Yeah. Do me a favor. Come to the podium. We know who you are, but please state your name and your address for the record.

Ben Wegdam: Ben Wegdam.

Tim Clites: Thank you.

Ben Wegdam: And we erected that while we were renovating Lou Lou Too, which occurred in February. So, at the end of February, and I apologize, we didn't get the approval. I just wasn't aware of the fact that we needed one.

Tim Clites: Thank you. Okay, Bill. I'm sorry.

Bill Anderson: No other [inaudible] right now.

Tim Clites: Thank you. He said no other comments right now. Margaret.

Margaret Littleton: I think we all need storage. I think it looks good. As long as you can't. Hardly visible. Right?

Ben Wegdam: Hardly visible.

Margaret Littleton: Okay.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: It is hardly visible. I mean, I went by and looked, and if you blink, you don't see it, so. And it looks fresh and neat. So. And as Margaret said, everybody needs storage.

Ben Wegdam: Perfect.

Tim Clites: Thank you, Punkin. Linda.

Linda Wright: I guess my, you know, it is hardly seen, but I guess my only question would be why the bright white, not more of the same color as the building? So, it would blend in.

Ben Wegdam: You can't even see the building really from the street.

Linda Wright: Yeah.

Ben Wegdam: It's just we just picked white because I don't know.

Linda Wright: Yeah, it's the back side. I know we need storage. I totally understand that. So that was my only comment.

Ben Wegdam: Okay.

Tim Clites: Thank you, Linda. Virginia.

Virginia Jenkins: I have no questions and or know of any objections.

Tim Clites: Thank you. I have nothing to add. It is fairly discreet. My first thought was, I wonder if it would be better if it were turned because you would see less of it, but in fact you would still see some of it. And I'm sure it's turned that way because it's convenient to get access around to the backside of the building.

Ben Wegdam: Right.

Tim Clites: So, I didn't go up, walk into the yard to see that, but I'm sure you would have not oriented it that way if it didn't make sense for the access from the building. So, do we have any other comments? I'll just pause for the committee. Or an approval? Yes.

Bill Anderson: I would just say that if this had come before us, the location I don't think is a problem because it meets all the requirements. And I would just echo what Linda said we may have said to reduce any appearance of it. The color would have probably recommended a different color.

Tim Clites: Thank you. All right, well, with that input would someone like to make a motion. And if it needs clarified, feel free to do that in your motion.

Virginia Jenkins: I'll make a motion. Make a motion. We approve. Which retroactively or just not necessary. Just to approve COA 24-09. Request of Ben Wegdam for a shed at 18 East Washington Street.

Tim Clites: Is there a second?

Margaret Littleton: Second?

Tim Clites: All those in favor?

All of Committee: Aye.

Tim Clites: Any opposed? Any abstain? Motion passes. Thank you, Ben.

Ben Wegdam: All right. Thank you all.

Tim Clites: The next item on our agenda is COA 24-10. And my computer's thinking or I would keep reading. There you go. Request of Nick & Caroline Perna for a rear sunroom addition at 306 East Marshall Street. Erick.

Erick Moore: So, the request is for an addition on the rear of the house for a sunroom. It's on the north side of Marshall. And the concern being the screening of the addition. It is in the backyard, mostly obscured. Staff, along with others, have done walk byes and to look at it and see the exposure of what it might be. It is defined with stone walls, fences and dense landscaping along the street and the visibility from the street or neighbors should be minimal and not overly visual. And as if you can imagine it being built, you might be able to see a little bit of it, but The request is for that structure, and I think everyone has had a chance to visualize where it might be on the property. So.

Tim Clites: Thank you, Erick. Is anybody here from the applicant that would like to address the committee? Please come up and state your name for the record.

Caroline Perna: Caroline Perna. Am I too close? 306 East Marshall Street. So, there's another picture further along I'm sure we'll get to later. Erick, nicely put this together. We've actually planted more evergreens since folks were over, you can see here. So, the visibility is even more minimal. You can see there. So, the only place you could maybe see it from, if you know it's there and you know, what you're looking for is if you walk to the right side of the driveway and you look back. And then you might see a very small amount, like maybe 10% of it.

Tim Clites: Thank you.

Caroline Perna: You're welcome. Is there any other thing you would like to know?

Tim Clites: But we'll see we'll let everyone chat through it but thanks for coming and giving us some input. Bill, would you like to start, please? No, Bill would like to not start. Margaret, now would you like to start?

Margaret Littleton: Well, I went and visited this afternoon. Had the pleasure of meeting Mrs. Perna and I was rude, and I said, I don't think you're going to have a problem with anyone seeing anything. It is very dense. And she says she gets a little sun in the afternoon, but it's lovely. And they've got it all organized to, you know, appropriately. I thought it was fine.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: I agree, I think it'll be a nice addition to the rear of the house, but the more you all do the house, the nicer this house keeps getting over and over.

Caroline Perna: Oh, thank you. [off mic].

Punkin Lee: Cool. [off mic].

Caroline Perna: White clapboard two story house.

Punkin Lee: So. It'll be private and I think it'll be a nice addition.

Tim Clites: Thank you, Punkin. Linda.

Linda Wright: No, I think it's really nice too. I think the glass is a great way to go and just makes it lighter and nicer. And with all your greenery around, I think it's going to be a very nice addition to the house.

Tim Clites: Thank you, Linda. Virginia.

Virginia Jenkins: I think it's a great addition, but then I'm a big fan of sunrooms, so. I have one. That's it.

Tim Clites: Thank you. Bill, back to you.

Bill Anderson: I also like it very much. I just have one question. One of the photographs has Muntins in the windows, bars and some of the others do not.

Caroline Perna: It will have Muntins.

Bill Anderson: It will, good. Good I like it good. [off mic]

Tim Clites: So Muntins similar to what's in the drawing that was submitted?

Bill Anderson: Correct.

Tim Clites: Yeah, yeah.

Caroline Perna: And similar to the other windows on the house. [off mic].

Tim Clites: Right.

Caroline Perna: Yeah. The ones on the back actually don't have [off mic] We feel like.

Tim Clites: I'm sorry. We very much like it. You're on camera. This gets recorded. People are probably watching you live. It's much more involved than you'd ever.

Caroline Perna: The back of the house there's no Muntins, interestingly enough on the doors or windows, but all of the rest it is. So, it's more in keeping we feel, you know, to have those and it looks more attractive. Just personal bias.

Tim Clites: Yeah, I think we agree. Thank you.

Caroline Perna: Yeah. Thank you.

Tim Clites: Yeah. And my only comment or question, which I believe I passed on to staff and they passed on to you was when I first looked at it and I looked at the picture of the back of the house, I thought it was going centered on the door at the how would I describe it at the left side of the two story element. And then I realized it's going on the door to the left of that, per the site plan, and I don't think you'll see this. So, this isn't like an approval thing, but you think about that rate coming down and this roof and that's all going to be just a little there's going to be a little bit of a knit there in terms of some flashing details and things to make that work right. But again, I don't know that we'll necessarily see it so much as it just. Yeah.

Caroline Perna: Yeah. You want it to look nice too.

Tim Clites: Yeah.

Caroline Perna: [off mic]. We've had a long chat about that.

Tim Clites: Awesome. And the lattice if I understand it. Thank you for the additional photos. I don't know if everyone had a chance to see those, but confirming that the lattice was to match an addition which is on the other side of the house, do I understand that right? [multiple speakers] Yeah.

Caroline Perna: Each side. [multiple speakers].

Tim Clites: There's. [off mic] Why don't you just stay here and chat with me till you get done?

Caroline Perna: It'll be consistent on each side.

Tim Clites: On each side.

Caroline Perna: Which we think that balance is important.

Tim Clites: Yeah, same material.

Caroline Perna: Yeah. I'll stay now just in case.

Tim Clites: Awesome. And the Let me just. I'm sorry, I should know this.

Caroline Perna: No, you're fine.

Tim Clites: But the siding that's going on the bottom is a hardy plank, and it's smooth painted, not [multiple speakers].

Caroline Perna: Correct to match that one. And per the guidelines. Yeah.

Tim Clites: Okay. Awesome. Thank you.

Caroline Perna: You're welcome.

Tim Clites: Very helpful. So, you don't have to jump back up. Let's just pause for a minute and see if there are any other comments from anyone on the committee.

Margaret Littleton: I'll just say that when I was there, I stood on that little terrace, and it will mimic the right side. The left side. So, it'll be nice.

Tim Clites: Thank you, Margaret. No further comments. I'm happy to entertain a motion.

Margaret Littleton: I make a motion that we approve COA 24-10 request of Nick and Caroline Perna for rear sunroom addition at 306 East Marshall Street.

Punkin Lee: Second.

Tim Clites: All those in favor?

All of Committee: Aye.

Tim Clites: Any opposed? Any abstain? Motion passes. Thank you all. Appreciate it. [applause] Wasn't near as hard as you thought it was going to be, was it? Yeah. It was like almost fun, right. [laughter] Yeah. Yeah. [multiple speakers] Well come again next month. Yeah. This is great. Yeah. Well, thank you. Thanks for coming tonight. We appreciate it.

Caroline Perna: Thank you.

Tim Clites: All right. Next item on the agenda is COA 24-11 request of the Middleburg Museum Foundation for fence removal, a trash enclosure, and alterations to the pavilion at 12 North Madison Street. Erick?

Erick Moore: Yes, sir. So, the applicant has three separate requests tonight. Same application, but three different items. Fence removal, a trash enclosure, and alterations to the existing pavilion. With the fence and I had very good conversation with the applicants. Based on my understanding. And please correct me later, but on my understanding, they want to remove certain sections of the existing fence. Certain sections have rotted and their panel from fence post to fence post. So, there's a concern there. Along with that is that although fences are not really historic items, they add to the historic character of a property

during consideration of the project. They add to the scale of a historic building, such as the museum building on the property. Customarily, an opening between fence posts are enclosed with similar materials. But so, the applicant is entertaining the idea of not putting anything between the fence posts when those sections of the fence between post to post are removed. So that's something that you may want to ask the applicant about when you get to that section, the trash enclosure it's at the back of the building. It's near to the west of the red telephone booth. So, it's a double swinging gate based on the design. And yes. Right there. And then, excuse me, the pavilion itself is going to have several improvements and changes. As you can see on the drawing, you'll be able to walk from the sidewalk through the building without walking outside of it. And they're still going to be, I think, benches on the inside. And then you'll walk straight out the rear, and you'll be in the back part of the open yard of the property. And as you can see on the drawing, there are certain sections where the whole section is going to be removed, or just the trellis or just the knee board at the bottom. So, a lot happening there, but those are the three items that they're requesting for this individual application.

Tim Clites: Thank you, Erick. Is anyone here from the applicant that would like to address us?

Vicky Lewis: So, my name is Vicky Lewis, and I've been on the Board of Directors for two months, and I just wanted to make the. This is important because most of the people on our board are new. I think we're up to 10 or 11 people, and The board is, I think there's only 2 or 3 people who've been on the board for more than a year. And that's important because we're trying. We're all new. We're trying very hard to turn this property around. And this is what we consider our first step. We're hoping to do this demo right away because those things are dangerous. The fence has nails on it, and it's falling down. It's an eyesore. There's trash laying around in the yard. And we think we can improve access to the pavilion at all at a fairly easy pace for low cost. We imagine multiple phases in the future. We'll probably be back many, many times to talk to you guys. One of the items, the fence was somewhat correctly described. The idea is to take down all the panels in between the posts. It's a high maintenance design. It's an expensive rebuild to put them back up, and we don't really want that type style fence to go back. We've been spending the past few months trying to figure out who we are and what we want to do with the property. One of the things we're contemplating is the future of how that property is best used by the community, because we do see it as a town park. And the big news is that we're going to be moving back into it by July 31st. So, we'll start our move mid-June, and we'll be leaving the building that we're in right now, which is about 2000ft² of gallery space. And we'll be moving into here, which has about 400ft². The difference is that we'll be saving thousands of dollars every month in rent, and we're hoping to put it towards improvements to the garden and the property. So, in the future, just a really sort of preempt some questions and concerns about the fence and things in the future. We are I anticipated that you'd have questions about this post the post just being on the fence. And I don't know if you want to pass this around, but this is there's a variety of historical fence types that we're looking at within the Historic District of Middleburg. There's pretty much every type of fence type there is. So, there could be a precedent for doing almost anything. We, in thinking about how we want to utilize this property, are focusing on the 1820s to the 1920s. We're thinking about the period, that period as a springboard for developing this property to be easily interpreted, used for interpreting the history of the town and the whole area that area. We can start talking about the agricultural nature of the area. We could talk about the farms. We're thinking about a future gallery, perhaps on this property that might pick up an agricultural theme, like a stable or a carriage house or something like that. Something that this could build upon. So, because of that, most of what we're talking about is demo, and we just need a little bit more time to resolve, what do the panels look like? What kind of architecture do we want to have on the site, even in these like little details? So. That's where we are on that. And I also sort of want to apologize for the two things on the JKO pavilion. We had like 4 or 5 days to get our application in real quick before the deadline, and we've actually did a yard cleaning on the pavilion, and we realized there's much more rot and damage to the pavilion. So, although we're just asking for one section, certain sections to come out I kind of feel like there's going to be a lot more stuff that we're going to have to repair and take down. And instead of, I don't know if you can see do you have a picture of the elevation on your screen? So, we're asking to take out the right-side panel. Yeah. That's it, where the red box is and that all of those bays pretty much occur at street sidewalk level. So, the intent

here is to provide something close to ADA accessibility into the pavilion. But actually, what we want to do now, because of all the rot that we're showing up, is that we may as well just take out the middle section, which would provide a great sort of see through from the sidewalk and from the road. So, taking the center portion out is probably more likely as a viable thing. But we're going to have to probably take down a lot of these pieces just to deal with some of the rot. We do want to maintain that frieze along the top edge. That's really important to us all the way around. We do want to have something along the front side, and we might even be coming in the future to ask for some of the panels that face property number eight to be made solid, and that would be a surface then we could develop for in the future for outdoor exhibits.

Tim Clites: Thank you. It's all very helpful. I don't.

Vicky Lewis: [off mic] I think there's a couple.

Tim Clites: So, before I go. Thank you. We'll probably have a few questions, but let's transition over to the committee. And before we go down through, I think we ought to break it into 2 or 3 parts. It'll be a little easier to talk about and make conclusions on some of them. And, but before I do that, I want to make sure I read on behalf of Cindy Pearson, who couldn't be here tonight, our Council Representative, her comments and she said that she was not in favor of removing the fence at the Pink Box around the front on Madison or Marshall. On the rear of the Safeway side. She thought it was okay, but she thinks the fence is part of the Pink Box charm and historic character in her opinion. So, I just wanted to share that with the committee. I think we should start if I can try to direct the conversation a little bit, I'd like to start with the trash enclosure. Because maybe it's the easiest thing to but maybe not. Right. Like, it could be the hardest thing, but I want to start there anyway. So, Bill let's just talk just about the trash enclosure. And then from there we'll go to the pavilion. And from that point we'll go to the fence. How's that sound?

Bill Anderson: I don't really have any issues with the trash enclosure.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I think the trash enclosure is a very good idea. I would prefer to see a straight line rather than a scoop for the fence. That would be my only comment.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: I think the trash enclosure is much needed. Because when you go in the backyard it's just trash so. So, I think that'll be a very helpful. I kind of like this the dip in the gateway to the trash kind of breaks up. Everything else is so straight. I think it's kind of a nice little detail, but not necessarily one way or the other.

Tim Clites: Thank you, Punkin. Linda.

Linda Wright: Yeah, I think it's a great addition. And it hides the hose as well as if I'm looking at it correctly, the hose and all that goes inside as well.

Vicky Lewis: Correct.

Linda Wright: Yeah. Okay. No, I think it'd be a great improvement. And the swoop is fine or straight is fine with me as well. Either one would work.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: I too like the trash enclosure. [laughter] I mean, really? Why not? It certainly looks better than just a trash can. And either way, the fence either curved or straight, I have no problem with either.

Tim Clites: Thank you all. Well, I would just be repeating what we've already heard on the trash enclosure.

Punkin Lee: There's one question I see on here. Does the town recommend enclosure to have a lid? I would say.

Vicky Lewis: Yeah, that was a question for me to you. I didn't know the incidence of raccoons, opossums or whatever. Right now, we're just going to have a fence, but I didn't. I walked around town. I didn't see very many tops. Dumpsters have tops, but.

Tim Clites: I would think it would make. Yeah, I would think it would make it more difficult to use.

Vicky Lewis: Yeah. There's a blue recycle bin in there that doesn't have a lid, and I don't know of any other types of trash will show up in there, but.

Punkin Lee: Yeah, I think putting it I think putting a lid on the trash enclosure just makes it more cumbersome and takes away from the original structure.

Tim Clites: I would agree with that. Thank you for bringing that question to our attention, Punkin I missed that. Okay. Well, so it seems like we all closely align on the trash enclosure. Let's talk about the pavilion. Bill, would you like to start with comments on the pavilion?

Bill Anderson: Sure.

Tim Clites: I think just before we go through, it's important maybe to acknowledge around the pavilion and the fence that one of the things as a committee that we could struggle with is a lot of what it might look like. And it's of course, not really possible to approve what it might look like. And so, or maybe often our preference is to know where things are going to end up before we kind of open the barn door, so to speak, because we don't know how far things might go or not go. But I think we should still go through. Let's talk about the pavilion and give the applicant some comments on that. And then let's talk about the fence, and then we'll see if we can summarize it. So, Pavilion. Bill please.

Bill Anderson: Good idea. Could we look at the site plan and not to blow up. I just have a couple of questions. On the site plan is before, just to the right of the pavilion, there's an arrow that goes to what appears to be a new sidewalk that will go into the property. Is that what it is?

Vicky Lewis: The gray rectangle there?

Bill Anderson: Yes, yes. No. Not there. Here.

Vicky Lewis: Okay, so there are originally. Believe it or not, I date back to 1990 when this was put together. And the intent of that path, there was originally a path there, and there's still the remnants of it there, but it goes between the pavilion and the pink box. It goes back around the backside and out through the arbor opening. Originally that was a crushed oyster shell, and sometime in the 90s, I think, or 2000, it turned into a pea gravel path that is slated to be in like phase 2 or 3. We're hoping to improve those pathways. Right now, there's like this steep scoop down when you come off the sidewalk. We want to create a nice level grade 1 and 12, something like that of gravel. I know that's not ADA, but we're also going to be lifting the brick sidewalk, which will be a hard surface at a slope. So, both we're just trying to improve that. But there is a gravel sidewalk where you mentioned, and the current way you get into the

pavilion is you go down that path and you go way past the pavilion, and then you come up arcing into the back door.

Bill Anderson: Okay, so that arrow that goes to it is saying what?

Tim Clites: For purposes of the application, I think it's existing to remain.

Bill Anderson: Existing to remain. Okay. Well then now back to the property, the pavilion is going. As I understand it, on the north elevation which has a railing behind the bushes.

Vicky Lewis: Correct. Yes.

Bill Anderson: Correct. The railing that whole thing is coming out.

Vicky Lewis: There are the pickets in there are rotten, and we're going to be lifting the grade. So, we don't actually need a railing here. But when we put the gravel, when we lift it, one side of that is actually at grade. The other side is about 18 inches down at the far corner. So that's the grade difference right now. We don't really need a railing and we actually prefer to be open.

Bill Anderson: All right. Let me put mine up here. The suggestion, even though it's not on the drawing, but the suggestion that the opening to the pavilion might be in the center of the three bays facing the street, I think is probably a good idea instead of the eccentric entrance. So, I wanted to say that I can see that that will be a common pathway through the pavilion to the back. And if and this is going to tie back into the fence. If in fact the fence were to remain, that would be kind of one of the main passageways to the rear. This is what I would see happening if the fence were to remain.

Vicky Lewis: So. I don't know if you want my perspective on that.

Tim Clites: Please.

Vicky Lewis: Okay. So, I, we personally don't feel like we need a fence either for a sightline privacy or for physical privacy to wall it off. Do we see the garden as a public garden and that the fence people don't always know that they can go in. If there was a place for a fence, I would consider the parking lot over everything else, because that view of the cars is a little bit that would be like a screen effect. But at this point, we're thinking of moving a lot of the shrubbery around in the garden, like the viburnums and the lilacs, putting them along the back edge. And we'd like to sort of see how they look, you know, after a season to see if we need to build up that screen more. But the panels, if we don't take them down, they will fall down in the next six months. There's already several of them laying on the ground. And that's not just on the back, but on different sides. The gates are all off their hinges and it's a huge, huge job. Even if the panels aren't down, the pickets are completely rotten and spongy.

Bill Anderson: Back to the pavilion. The on the east elevation if the entrance is in the center I believe you mentioned that the detail above those three bays you might want to keep that.

Vicky Lewis: Definitely want to keep.

Bill Anderson: It's also on the wall facing the side building. Yeah, but it's not on the wall facing toward the rear.

Vicky Lewis: I know it's weird.

Bill Anderson: If in fact we do. If in fact that is kept, we might want to duplicate it on the other two sides.

Vicky Lewis: I agree.

Bill Anderson: Okay, and I don't know what the height is when you walk through. Is it going to be high enough?

Vicky Lewis: It is. It's skating that line right at door height.

Bill Anderson: Well, that's a concern. I mean.

Vicky Lewis: But yeah, we could always lift it at the portals, you know what I mean? There's the front and the back portals.

Bill Anderson: Okay, that's really my comments right now for the pavilion and I'll save my fence comments for when you're ready.

Tim Clites: Thank you sir. Margaret.

Margaret Littleton: I am sort of in tune with what Bill is saying that on the east elevation, I think the center is a great idea to open it up. And I definitely think you should do the grid work all the way around on the top. I don't know, [multiple speakers] Yeah. It just it just looks funny. And if it's going to be more open, it'll be more visible to need it. Yeah. And I'm sorry it's all so rotten. That's terrible. I think that is about all I have for that.

Tim Clites: Thank you, thank you. Punkin.

Punkin Lee: Me?

Tim Clites: Yes. Punkin, please. Sorry.

Punkin Lee: I like the move to the center opening for the structure. I know the front of the Madison Street sidewalk. The east elevation is going to be more of a ramp, like. You said for ADA accessibility.

Vicky Lewis: The gravel part.

Punkin Lee: Yes. But then when you go through your idea to get to the backyard, you got to step to get out.

Vicky Lewis: That's true. So, it's going to be it's a shallow step right now there. There's like a really bad.

Punkin Lee: Oh, I know.

Vicky Lewis: But like concrete blocks you can step down.

Punkin Lee: It seems like opening it up and making a ramp to get in. You negated it by putting a step to get out.

Vicky Lewis: You actually don't need a ramp to get in, so this is confusing. The sidewalk is almost exactly at the level of the pavilion, so the sidewalk entrance is level, but on the like, gravel path drops about 18 inches by the time you get to the backside.

Punkin Lee: Right.

Vicky Lewis: Okay. There is we don't have a ramp on the backside yet. We were going to do a step stone, but we could actually lift the grade there in order to extend that ramp, I guess.

Punkin Lee: I mean, because you, you know, the purpose was to make it more user friendly for everyone.

Vicky Lewis: Oh, yes.

Punkin Lee: So then by putting a step, you.

Vicky Lewis: True. Good point, good point. Otherwise, they would say somebody went into the pavilion and they wanted to get down to the grass the same way in a wheelchair would be to come back out of the pavilion, go down the sidewalk, and then go down the brick sidewalk after we've created a solid ramp there.

Punkin Lee: Right. Once we get rid of the drop step in there brick sidewalk.

Vicky Lewis: Correct. That's where. That's why it needs to slow there.

Punkin Lee: Yeah.

Tim Clites: Thank you Punkin.

Vicky Lewis: That said, the ramp, the ramp coming down the backside of the pavilion will be much steeper because of that. The way it's set up and it won't be ADA, but it will be okay for people with canes or walkers, perhaps.

Punkin Lee: Yeah.

Vicky Lewis: Yeah.

Tim Clites: Thank you, Punkin. Linda.

Linda Wright: Yeah, I would echo pretty much what everyone has said. I love moving it to the center, the opening on the street and make it wider. For years I've walked past that place. It always seemed so foreboding, and you didn't want to walk in because you had to go all the way around. I just think opening the whole thing up so you can come in and see all the garden that will be there eventually, I think is a great idea, and I like the idea of the detail going all the way around the building as well. And yeah, the ADA so it can go out the other side would be a nice addition to that, but Vicky and I had a nice walk around there one morning, and we've looked at all of it. So, she's got some good ideas going on there.

Tim Clites: Awesome. Thank you. Virginia.

Virginia Jenkins: If it's going to be open, I would prefer the center, but I'm not sure I understand. Why you want to happen other than the ADA thing, why you want it open from the sidewalk and because you're taking down all the fencing, you want to take down all the fencing, so it'll be open, other than just that area in the front of the pavilion. I'm not opposed to completely, but I just want to get a clearer understanding.

Vicky Lewis: Sure. So, if could you go back to the site plan? So, the.

Virginia Jenkins: Sorry I basically is the rationale.

Vicky Lewis: Yeah. Yeah.

Virginia Jenkins: Okay.

Vicky Lewis: So, most of the sidewalk access has garden a sort of a density of garden right around it. And that's really nice to have it right at the edge. So, we just have these little openings into it on sidewalks. And the, the basic concept is for it to be just more welcoming that people walk by. They don't know that they can go in there. If we could actually hang a Come on In Sign the way there used to be, you know. That would be great. It's a welcome signal of sorts.

Tim Clites: Thank you, Virginia. I have a simple question and I apologize. I didn't walk by there just before coming here, but is there a plaque centered on the opening and where would that go? I imagine you would want to keep it.

Vicky Lewis: Oh, yeah. It's about an eight-foot stone. And in the center of it, it states a dedication to Jackie Kennedy Onassis 2006, something like that. There it is. And I'm not sure where to put it, but I think it should be somewhere near that. It could be pretty much on any of the sides. We could shift it. It's a large stone, though. I don't know if you guys have any suggestions. They're welcomed, but I think it's important to keep the plaque.

Tim Clites: Yeah, I think for me the importance is to hear that it's going to be kept on the site somewhere. I mean, I think it seems like an important part of the history of the place. And so, if we're talking about the center being open and having either the drawings as a brick or concrete walk going up to that, would it be as wide as between the two posts?

Vicky Lewis: So, it could be. I think that would be easier for parties of people to walk in side by side. The center opening is about eight feet wide; the side ones are approximately four. And the thing about making the we can have an eight-foot opening, but it really takes starts to eat away at the amount of benches on the inside. So, we could have part of the benches projecting out past the posts. So, it would be like an opening and maybe two feet of post of bench sticking out, or just a foot on each side. And that would then maybe you don't need to have an eight-foot brick sidewalk, but.

Tim Clites: The reason I ask aesthetics is one and the other is by going out and through the other side it would seem like a bit of a hazard to me to have a step that wasn't at least as wide as the opening, if that's the primary open on the backside. Now, I know there may be a ramp, whether it's a ramp or a stone. Because of the drop off, I would think you'd want it to be the width of the post in the back. And so, it just seems natural that what might happen back there would happen at the front. And obviously for groups of persons side by side, it might be a little more.

Vicky Lewis: Yeah, the back needs a lot of work. There's currently like a barbecue grill back there, gas grill. And it's just sitting in the middle of a bunch of Lily of the Valley, and it really needs a surface to sit on if it's going to stay.

Tim Clites: But I'll just pause and ask staff a question. Maybe Will knows this. I think our we're talking about some things that are maybe not part of our purview. Is that right? Walkways aren't necessarily something that we have review oversight.

Will Moore: Yes. Generally, they're not part of what you would review. The town would have an interest in any sort of walkway in particular between the public sidewalk and the pavilion, as that actually is within the public right of way. So that's going to slightly complicate matters. We would have to come up with a license agreement for them to construct something within that right of way that takes care of clarifying who has maintenance responsibility and those kind of things, because there are a number of encroachments into the public right of way on this property up much of the fence that is going to be discussed at some point here is actually within public right of way.

Vicky Lewis: Correct.

Tim Clites: But those encroachments and the resolution of them, again, is something we can't help with. They work with staff to. Yeah. Just so you I mean; you won't have to come back to us for that. We don't really have oversight beyond the aesthetics. So, I think we have some consensus around the pavilion. I think what I heard was, I actually, I need clarification if we're opening up the middle of the east elevation are the panels and the elevated pickets going to be replaced in kind and just the center be opened. Is that your thought? Because I need to be clear about.

Vicky Lewis: I think, something similar to that. The upper pickets could stay if they're in good shape, or we can replace them if they're good if they're not. The lower part is made up of a sort of stamped plywood texture that simulates like a beadboard. And we might just want to put a real board, you know what I mean? [laughter] As opposed to a sheet of plywood. So, we could upgrade to something like a solid one by tongue and groove pine, something like that, you know? Yeah.

Tim Clites: I think it's a little awkward, I guess, for us to clarify and approve tonight, but I do think that the structure not being historic if it's plywood, we could approve a synthetic or we have approved a synthetic, like a cementitious beadboard or V joint board or some kind of traditional board to infill those panels. And then once painted, you wouldn't have any maintenance moving forward. I guess I'm a little unclear on whether we're actually going to try to approve that tonight or not. The consensus I heard on the pavilion was that opening up through the center was seemed to be acceptable, and but with the added scope that the little dental, if you will, or the little pickets at the top would be continued the whole way around the building. I think that's generally what I heard. That's this is not to make a decision for the committee. It's just to reiterate so we can move on to the favorite part of the discussion, which is the fence. So, Bill, let's talk about the fence. And for the fence I'd love for you to stay right there. But let's just talk down through the committee as a fence, and then we'll recap and have questions for the applicant at the end.

Vicky Lewis: Sure, so I should sit down.

Bill Anderson: I don't think you really, I don't look at the fence by itself because given the entrance and through the pavilion, I think the idea of keeping a fence in its present location on the street, I think, is to me, makes sense. It's an element that's been there for many years. And although it may be in real need of repair and replacing in some cases to look like what is there, I don't see the need to open that up now that you can come through the pavilion. So, part of what I think about the fence is I'd love to see it remain because it's such a, to me, a traditional thing that we've come to appreciate on the property. And in particular, if the pavilion is opened up as opposed to having it closed and going around the other side, as you mentioned, I don't see the need to remove the fence in that location between the building and the pavilion. With regards to the remaining part of the fence, I think matching it to the existing fence, anything that's built and repaired, that's what I would like to see. And I think that would to me be the best approach, knowing of course, that it's a big job. You know, it's probably more expensive than ripping something down. But you know, historic districts, it would always easy to rip things down and try to rebuild them, to make them look like what was there before. But in this case, I don't think it's not. It's a fence. And rebuilding or fixing a fence is not redoing a building.

Tim Clites: Thank you. Margaret.

Margaret Littleton: I you don't want to hear it, but I love the fence. I think it's a cottage kind of building and charming and old. And the fence just makes it. I think it would be dreadful with just boards. So, I don't know what the answer is, and I don't think we would approve plastic white fence. So, I would have to say I am for leaving the fence somehow. On the Safeway parking lot side, I like the idea of shrubbery. I

think that that would look very nice, and I don't think anyone's going to come in that way, or it's just the viewscape is just so pretty with the fence.

Tim Clites: Thank you, Margaret. Punkin.

Punkin Lee: I think the for safety, if you walk along that sidewalk there between the edge of the sidewalk and the picket fence, if you remove the fence, it just you fall off somebody pushing a baby stroller down that thing and not paying attention, you know, looking and walking, you know, the drop off the edge of the sidewalk on the property side is pretty drastic in places, not the whole way, but enough to, for somebody to get caught. And I think the fence on the front and the side should try to remain, if at all possible, the backside. I agree with Margaret. I think it would make the garden very pretty, with shrubs along the kind of block the view of the Safeway cars and their building and not have it all enclosed by a white picket fence. I also think the proportion of this type of fence and the cute little Pink Box building is just about perfect. And plus, if you, the part about leaving posts and removing the panels and going back, should you have picked one of those samples, none of those posts would be used anyway.

Vicky Lewis: Oh, [off mic] definitely [off mic].

Punkin Lee: But they don't fit the type of fence.

Vicky Lewis: Oh, they definitely can [off mic].

Will Moore: Vicky, if you're going to talk, please come up to the lectern, please. Thank you.

Punkin Lee: Just looking at the pictures.

Vicky Lewis: Yeah.

Punkin Lee: Plus, I think if.

Vicky Lewis: You go on the rustic split rail side. Yeah. But there's the concept is to keep it sort of lower key. Right now, when you look at the property, you see fence. And I think we want people to see into it more. And that fence is really, you know, it was put up in 1990, I think. And there is traditional fences. Those a lot of the fences that are in our handout are all over the historic district. Two rail, one rail fences of different types that are backed up against gardens.

Punkin Lee: They're all nice, but just this one just fits it so nicely. And I think the other issue is because, as you say, the whole thing is a work in progress. So, if you take out some and leave some. And I mean just posting whatever, how long are the posts going to be there before something else is done? And then it is like, which looks more incomplete, the falling down or the panels removed and pieces, you know. I mean, it's a tough call.

Vicky Lewis: Right right.

Punkin Lee: I'm not I mean, I get it.

Vicky Lewis: Well, our intent is to take, or our hope was to take all the panels down and the knobs that are on top to retrim the top of the posts to have a nice clean shape and repaint them. And then there would be that is very inexpensive. It's, basically a demolition job. Doesn't cost us anything. We have a very, very tight budget, and I don't know when we could rebuild something as expensive as this picket fence. It's it could be quite a long time because we have, you know, just much more serious requirements elsewhere.

Tim Clites: Thank you, Punkin. Linda.

Linda Wright: And this is a tough one. It really is. I know this is probably one of the most expensive fences you can build.

Vicky Lewis: And maintain it.

Linda Wright: And the upkeep is almost impossible. You have to paint it by hand. I mean, you can't even spray it. It's a very difficult thing to maintain. It does have a lot of character and lends a lot. And I would agree that we could lose it on the Safeway side if at all possible. It's just a really tough call. I mean, it's been there for so long and it does, like Punkin said, it fits with the dimensions of the building and the character and everything. I wish there was something out there that would be less maintenance for you. It's just a really tough call. We need to find a nice benefactor who would like to donate that or something. [laughter] But it's just I mean, it really does add an awful lot of character to that whole corner, for sure. So, I'm a little torn. I'm not sure if I could see a rail fence. I don't know, since I just saw this today. I just need to think about that a little bit more. But I know that's very, very difficult one to maintain and very costly to build.

Vicky Lewis: One of the things we're thinking about also is when the sycamore comes down, that we would Tucker's investigating sawmills that we could have, we could achieve. I think it's on the first page. There's a simple heavy board version, and it's basically to cut it in, like three by eight-inch planks. And that would be we could reuse the sycamore for that.

Virginia Jenkins: Which one?

Punkin Lee: For board fence?

Linda Wright: It would. It's the white board one.

Virginia Jenkins: The board and both.

Vicky Lewis: Something like this.

Virginia Jenkins: Oh, the center one that was like. [inaudible]

Vicky Lewis: And the intent would be that whatever we do will be what we definitely don't want to go down the plastic route. And we're actually interested in exploring some heritage type finishes like lime wash and things like that. So, after the what if we use a green wood, it would dry and then we would be putting up a lime wash on it that would blend it back to the posts.

Tim Clites: Thank you.

Linda Wright: One more quick thing.

Tim Clites: Yeah, Linda.

Linda Wright: If you went to something more rustic, like the post the post rail like which we see all over town. Is the fence encroaching in VDOT? If the fence was pulled back just a little bit and you could plant in front of it and then plant behind it. So, it was just maybe a little more rustic and part of the garden if you had to go that route. But I know the white picket is what everybody likes, and it's been there for so long. [laughter] But just a thought.

Tim Clites: Thank you, Linda. Virginia.

Virginia Jenkins: Okay. This white picket fence is very similar to the one we discussed last month at that.

Linda Wright: At the white brick house.

Virginia Jenkins: At the white brick house. And it was probably also I like the white picket fence. I'm not as adamant about it as everybody else. Because frankly, I think the post and rail only the post and rail. I don't like any of the others, but that's just taste would be appropriate. Particularly it would have to be planted out.

Vicky Lewis: Have to be what?

Virginia Jenkins: Planted. You know, so it would look like more of a cottage garden. So, I'm not as opposed to pulling out the fence as everybody else because I know it's a mess. And it has been for quite a while and I don't think, am I correct? It was not original when [multiple speakers].

Vicky Lewis: It was put up in 1990 when the Pink Box was.

Virginia Jenkins: Yeah, but there was no fence before that. So how historic is 1990?

Vicky Lewis: So, I went back to the historical photos and one of the.

Tim Clites: Easy.

Vicky Lewis: 30 years that makes me historical, but. [laughter].

Virginia Jenkins: Me too.

Virginia Jenkins: That's why I sort of went oops.

Vicky Lewis: So, I did go back. We actually have an archive of photographs in the museum, and I went back through all the photographs. I walked all over town. And one of the things that kept showing up, there are examples of picket fences in the historic photos going back a hundred years. They tend to be more irregular, I would say, or kind of like handmade. And the other type of barrier, you see, is something very much just like a post and rail. It tends to be a little bit higher, and they are hitching posts and they're in front of a lot of the stores and all side here and there throughout the town, along with the steppingstones to get up on your mounting blocks.

Tim Clites: All right. Thank you, everyone. That was a lot to digest. I'm not going to offer an opinion on the fence one way or the other. I think maybe what instead I'll try to do is combine a lot of what I heard into a potential suggestion. I think I heard a lot of interest in keeping the fence. And I would think as a committee if we were approving something instead of the fence, we would need to see that and look at it and discuss it. So, there's been a lot of options that we've talked about as options, but it's I think we've always that held back from agreeing to take something away. Partially waiting for the solution if that makes any sense.

Vicky Lewis: It's completely fair.

Tim Clites: I think the idea that there's. Yeah, post with no resolution. I'm just going to speak for myself. But I think Punkin kind of said it. It feels maybe worse than a fence that just needs repaired. However, it did seem like there was some general consensus around the fence that is, by the parking could come down, and potentially in a landscape plan that would be worked on over time, that could be screened appropriately. And I guess my only thought is that if by doing that, some of that material were salvaged,

at least in the short term, to make any essential repairs to the fence beside the public walk, that would be a way to not necessarily spend a lot of money, but perhaps make things at least safe for a couple of months. I don't know, I haven't looked at the fence, so I'm reaching for solutions a little bit outside of my knowledge, but it just appeals to me that that might be possible. Because I think for myself, I would want to see the actual fence being proposed if it were to be changed out. And I'd want to consider that along with any other changes going with the pavilion? There's something about the picket fence and the pavilion and the details that all kind of go together. And I think it is important to acknowledge what Virginia mentioned, which is we did look at another picket fence in town on a fairly open residential lot that mostly has vehicular traffic and no pedestrian traffic. And we felt like as much as we liked it, the maintenance, maybe it wasn't as significant. I think this is one of the few fences that I can remember walking by in town, and maybe that's why we're all a little passionate about it, right? Because we actually have walked by it or walked through it. So, my sense is we should as a committee, I would recommend that we, that we approve as little until we know more about what it is that would actually get done with the fence. And, you know, maybe there's some minor repair that can at least have it stay in place until we see a more comprehensive solution. I think the pavilion felt like we were fairly in agreement and could probably craft a resolution to approve that tonight, and it seemed like going back to the trash enclosure that was seemed like we were mostly in agreement on that as well. So, I'm just going to pause for the committee to add any comments to what I just said or if I'm confusing ask me. And then someone will get the. Yes.

Punkin Lee: Is there an order of go on these? I mean.

Tim Clites: Priority.

Punkin Lee: Priority?

Vicky Lewis: No. I think this is probably a July August project. If we don't at the earliest, if we don't get approval, we can take it down pretty fast what's there? But we can't rebuild, probably at least until the fall. And I don't know then we're trying to focus on the first step is getting the tree down, and we have two bids and they're exactly the same. So, we're trying to figure out what to do. And then we have the next thing is to continue grading the lower lawn to be flat and open for a ready in time for the Juneteenth celebration. In the meantime, then we're also moving our whole museum, and that's going to take us easily through July. So, at the earliest we can start rebuilding things is in August. And I think my inclination is to focus on the pavilion. In the meantime, here's an olive leaf, branch. [laughter] I could do sketches and what the fence would look like. Different versions of it would look like in place, and that might help resolve things a little bit. I understand sort of the sentimental memory and attraction to that picket fence, but I think we're coming at it from a different perspective that we see a whole different property than what it was. We see a better property. We see a property that's going to be used a different way.

Tim Clites: And actually, I think I'll speak for myself. I think we're perfectly open to and look forward to seeing that. Right. And so, but we really would rather see it before we approve taking A down to put B up. I've spoke for myself, not for the committee.

Vicky Lewis: I do think there's actually more danger in leaving it up than taking it down. I hear what you're saying, Punkin, but if anybody leans against this fence, it's going to collapse, you know? I know it's true. It's a hard decision, and I'm fine with whatever you guys decide.

Tim Clites: I think an ongoing process. It sounds like we're going to get to work together a lot, so that's great. And we want it to be a positive experience for everybody.

Vicky Lewis: Absolutely.

Tim Clites: So, let's start by having the committee someone could craft a motion that we could carefully listen to, and if we're in agreement, then we could vote on it. And you're welcome to come back next month with events design or right like, you got a lot of other things to do.

Vicky Lewis: We do.

Tim Clites: So, and we understand that. But my sense is to go ahead on the things we're on agreement on and craft a motion. So that they can at least have those things approved if that's okay.

Bill Anderson: But one of the things that what I just heard is that there probably needs to be in terms of priorities, if the fence is in such disrepair that it would cause somebody could get hurt that should get fixed right away or temporarily fixed. We wouldn't want that to happen because we're kind of, you know, not making a decision on what the fence is because I just heard that it might be unsafe.

Tim Clites: I would agree. I guess the question is, do we agree to an unknown solution, or there is a solution which is to make some level of minimal repair and until something else is reviewed and approved. I don't know because I haven't gone and looked at the fence what I'm actually suggesting.

Bill Anderson: I think that's the you know, the board, the ownership's decision to make what to do there because they're ultimately responsible. But I think you're right about we you know; we have to let's get a motion on what we call it out to what we can approve.

Tim Clites: Yeah. I mean, let me pause and just say both Mister Moore's. But I believe if I'm the owner of a historic structure and something collapses or falls into disrepair or has a safety issue, that I could come to you as staff and ask for an approval to repair in kind or make some provision that would not require waiting to come back to this committee. So, if it's that dangerous.

Will Moore: Regardless of danger, anything can be repaired in kind without action by this committee. So as long as all the essential elements form, material, color all remain the same, you can do maintenance activity at any time and that does not require approval of the committee. And just a little further background. This fence was subject to not formal enforcement activity, but the way we start the process here is more in an informal way and try to work cooperatively with owners or occupants. So, several years ago staff recognized that this actually was becoming a dangerous situation with the state of repair of the fence. And we have provisions in our ordinance where we can compel someone to maintain something that is in a dangerous state. And again, that process was begun in a cooperative manner with a staff member of the organization who's no longer there and some initial efforts at repairing a part of the fence were undertaken. And staff backed off on enforcement at that time, recognizing that there are limited resources that the organization may have had, but we were seeing steps in progress. So regardless of what happens here this evening we're going to be looking more closely at the condition of this. And if it is indeed in a state that would be dangerous to the public, we may have to compel some sort of action, regardless of what this committee does. [off mic]

Tim Clites: Please.

Vicky Lewis: So, like I said, we're all brand new on this board and we are sort of quickly learning a little bit of our organizational history. And the details of what I understand is that there was a request from the town to repair the fence. And the former director of our museum May, said that she would fix it. And so, the town did not take next steps to do it. And I guess charge us would be the process, but I don't really know. But what I understood was that then she actually just went out and painted the rotted pickets. I mean, they're spongy like this.

Tim Clites: You got to get the good thick paint. [laughter]

Vicky Lewis: And it was just sort of here and there. And it was, it was sort of a worthless effort from what I understand, because it's just gone downhill, I would think, since then.

Vicky Lewis: But if I can ask, there are no current complaints and staff is not currently trying to enforce any issue with this property. So, 30 days does or doesn't matter. It's not like you're actively trying to enforce anything. Is that right?

Will Moore: Correct.

Tim Clites: All right. And so, for the committee I would pose that it's worth a 30-day look. We all should walk by and look at it closely. I'm going to again speak for myself. I'm happy to do that. And that will help us when we get the chance to review it further. And in fact, our minds may be changed to where the solution is to completely remove it because it's unsafe, but it's just not a normal course for us to take. I think. We like to if something's going to be replaced, I think it's beneficial to see what it looks like, what the replacement is. Yeah. Okay, so now I'm going to pause again and wait for someone to make a motion or I'm going to try. [off mic]

Tim Clites: I move that we approve COA 24-11 request of the Middleburg Museum Foundation for the following. The trash enclosure can be installed as presented. The Pavilion, modifications will include taking the east center section of lower solid Wainscot panel and the middle pickets out and leaving the top pickets. And extending the top pickets around the north and west elevation. And removing the rails and pickets along the north elevation. Since we don't have direct purview over the brick or concrete walk. I won't comment on that, except to suggest that it might be made as wide as the opening. And the last item is the picket fence. And I move that we hold on any modifications or I guess to formally have a motion. I would deny any removal of the picket fence as part of this application. Mr. Moore, what do you recommend?

Will Moore: I think you can just delay action on that. We will leave this application open, but they would have approval for the elements that you approved only.

Tim Clites: Okay, perfect. So, we'll delay the fence decision until further information from the applicant. And that the plaque will be relocated somewhere on the property. [off mic]

Rhonda North: I need your microphone to come on.

Virginia Jenkins: Me? It's in reference to the pavilion, so I think it should be on the pavilion.

Tim Clites: Should be relocated adjacent to the pavilion. Thank you for that clarification. Virginia clarifies the plaque should be relocated adjacent to the pavilion. The paint color is not going to change in this approval. Were you asking for a paint color change? No.

Vicky Lewis: Not at this time.

Tim Clites: Correct. The paint color is to match existing. Any other clarifications to my motion?

Bill Anderson: [off mic]

Will Moore: Microphone, please. Please.

Tim Clites: This approval does not address the ramp at the rear of the pavilion either, as is part of landscape. Any other clarifications to my motion?

Virginia Jenkins: So, what is it?

Tim Clites: When you're ready, I'll take a second.

Virginia Jenkins: No, I want to hear. [off mic]

Tim Clites: The motion is that we are approving the trash enclosure as presented were improving modifications to the pavilion, which is to open the center of the east elevation and maintaining the pickets at the top to add the pickets to the north and west elevation, and to remove the rail and the lower balustrade on the north elevation of the pavilion, and to hold on any action on the fence. And move the plaque so that it's still associated with the pavilion somewhere on the site.

Linda Wright: Second.

Tim Clites: Linda seconds. All those in favor?

All of Committee: Aye.

Tim Clites: Any abstain? Any opposed? Thank you. Motion passes. Thank you all for your patience. It's a lot of work. We appreciate it. Appreciate the work you do on the building, too. It's one of our favorites. So. We'll look forward to seeing you next month or the month after. Thank you. All right. Next item is a discussion item. The guidelines for outdoor areas draft number three. Mr. Moore. [laughter] Well that's easy. I just have to say Mr. Moore.

Erick Moore: Right?

Tim Clites: It's up to you guys to decide which one.

Will Moore: Thank you, Mr. Chairman. I have to stop for a second and I don't want to sound like the bad guy, but I'm going to be the bad guy right now. We have to be more disciplined about using our microphones. We get commentary from people who actually watch these meetings that they can't hear what's being discussed, and it is completely inappropriate to have side conversations, particularly when they relate to the applications. You should not be having a discussion with your neighbor about what you think of a part of the application, about the application that needs to be for the public. This is a public meeting. The applicant should have the benefit of those comments. The public watching these meetings, they have to have the benefit of those comments. We have to be better. It's hard enough when we have audience members speaking out of turn and trying to have a conversation from their seat in the gallery, but when we are doing it ourselves at the dais, it sets a very poor example. So please, I just beg you, if you don't want what you're saying to be heard, then you shouldn't be saying it. So, I apologize if that sounds a little teacher-ish or whatever the term is, but I beg you, please try to try to be better about that.

Tim Clites: No apology required. Thank you.

Will Moore: So, I think you last discussed we had an initial discussion in January of some potential guidelines for outdoor elements. A second draft was presented in February. I was not here for that meeting, but I did go back and read the commentary from the meeting. And I've just updated the draft slightly based on the comments that I heard during that meeting, which primarily was that initially under section three, which has to do with in particular stanchions and chains that might be used to delineate outdoor seating areas. The initial draft the initial draft, I think, included chains and potentially retractable webbing. The second draft added potentially rope. But based on the commentary in the February meeting we've removed both the retractable webbing and the rope as options and just now have only chains. And then the second change made to this was there was initially under lighting where it says that lights should utilize or shall utilize incandescent or incandescent like LED sources in parentheses it had warm mentioned, and it was suggested that we just specifically specify the Kelvin level. So, there was no

confusion over what the term warm meant. So otherwise, this draft is unchanged from the second draft that you saw in February. I don't necessarily expect you to fully endorse this at this point, but I wanted to bring it back to the table for discussion because I think it is something that hopefully within the next several months we might be able to come to an agreement on and then propose this as an update to include in our design guidelines. And Council would have to officially approve that, but just want to get this a little closer to that point and invite any more discussion on any of the elements within.

Punkin Lee: I have a question, Will. If somebody reads the lighting part on number C where it says no flashing, chasing or intermittent levels of lights. And we say it's in the guidelines that you can't do it. And they go, well, Thaiverse still has their lights changing all the time. Just as an example that's already been ongoing against what we're proposing here. So how do you? What do you do about that?

Will Moore: So.

Punkin Lee: I know it's been a long haul.

Will Moore: Yeah. Addressing a problem doesn't necessarily relate to a new application. So yeah, that remains an issue. It's been addressed a number of times. They have adjusted to come into compliance with what we ask. And then it reoccurs as a problem. So yeah, that would be my response.

Punkin Lee: Good. Thank you.

Tim Clites: And I guess my only other comment about lighting, and I don't know how to regulate this, I know we've talked about it, Will years ago, but string lights, even on only during business hours, could be significantly more light than we would be happy with. Again. Take it to the extreme someone decides on over, you know, four cafe tables that they're going to put six 25-foot lengths of 2700 Kelvin string lights, and it's brighter than anything we have in town by a margin of four. And there's nothing here that says they can't do that. As long as they shut them off at the end of the business hours. So, I don't know if there's a way to define further a lumen level. I know when we've talked about that in the past, the problem is you have to have a light meter and be able to go meter it, and you have to have someone that's going to go enforce it at 9:30 at night. Which is basically Will's said, I think rightfully in the past we've discussed this forget it, that's not going to happen. So, I just ask the question because I don't want to put in writing that we're now that we would accept something that suddenly becomes the very thing, we've been working so hard for so many years to manage, which is inappropriate light levels.

Will Moore: Yeah, so I'll say two things. If this were adopted, well, regardless of whether this is adopted, lighting should be something that is brought to you for review. So, you would have the chance to review what is being proposed as opposed to, well, we adopt this guideline and then people just go put up whatever they want. So, you would have the opportunity to review. The second thing I'll add is I'm not suggesting that you have to approve the inclusion of temporary lighting or string lighting, it may be is just something that is not permitted, and that would be a perfectly acceptable solution as well. We just want to address it because those kinds of things are often come in hand with outdoor seating areas, those kinds of things. So, it's important for our guidelines to either to define what is allowable or to specifically say something is not allowable. And I'm not suggesting that you should necessarily allow for it.

Tim Clites: Right. Understood.

Virginia Jenkins: Excuse me, I have a question. Are you talking about Christmas tree lights? Basically, the first-string lights or the bigger bulb?

Tim Clites: Well, that's the problem. I don't know that we can specify the size, the number of. Watts no longer matter in LED it's called lumens. I don't know that we could specify that with any reasonable way

to manage it, because a string light is a combination of the bulb and how much light it puts out, and the frequency of bulbs along the string. And so, like we're talking about a can of worms.

Virginia Jenkins: I know, but then you get into, let's say Christmas tree lights if you will fall into that.

Tim Clites: Yes.

Virginia Jenkins: Then what happens at Christmas?

Tim Clites: Well, there is a provision already for decorative holiday lighting, and it has a time limit. And this is that's already in the zoning ordinance, which is different, I think, than what we're. It notes that in item 6B.

Virginia Jenkins: Okay. Then the other thing with regard to that type of lighting there are some businesses apparently that have it over their doors and things like that, which some people find offensive, but. Would that come under the amount of lumens, etc.

Tim Clites: Yeah. If it's a string light, it comes under the. [off mic] So. I'm sorry. Someone was starting to say something. Margaret.

Margaret Littleton: I just want to read you all something from Life in the Piedmont of Fauquier County about Dark Sky. I don't know if it's appropriate, but it's very interesting.

Tim Clites: Okay. Please do.

Margaret Littleton: It goes under other. They say each night this week, while Fauquier residents slumbered, millions of travelers soared through the skies above. These weren't travelers headed for Dulles or National, but countless birds, making a quiet midnight journey northward. On Monday night alone, an estimated 3,000,390 birds swept across Fauquier County. That's 45 times greater than the human population of Fauquier County. The passersby include Vibrant Orange Baltimore Orioles, Speckled Wood Thrushes, and Radiant Yellow Warblers. On April 25th, no in April 25 million migratory birds graced our skies, and you can play an important role in helping the birds along the way. Light pollution can cause serious problems for nocturnally migrating birds, which use the moon and stars to guide their way. Birds can be attracted to bright lights at night from miles away and end up circling endlessly, wearing themselves out and causing collisions with buildings and other objects, according to the US Fish and Wildlife Service. Turning off your outside lights during peak migration can help from March to early June. Save some energy and some birds when you tuck in for the night. I know it was just appropriate for lighting.

Tim Clites: Perfect.

Margaret Littleton: That's interesting.

Tim Clites: It is interesting. Thank you. Yeah.

Margaret Littleton: Knowledge. Dangerous.

Tim Clites: And if we live by the water, we'd be worried about the turtles, right?

Margaret Littleton: Yes.

Tim Clites: They have the same issue. So, yeah, it's more than just our own sensitivity that's important. Yeah.

Margaret Littleton: There's so many bright lights at night in Middleburg. [off mic] There are so many bright lights in Middleburg at night.

Tim Clites: Right. Mr. Will Moore, what might our next steps be on this guideline?

Will Moore: The particular one regarding lighting?

Tim Clites: The whole outdoor. I'm sorry, dining, seating and other outdoor areas.

Will Moore: Well, I think it's coming to a consensus on the text that's in here. And it sounds like lighting remains one that I don't know what to do with it at this point. I need some direction from you. Whether it's that temporary accent lighting such as string lights is not permitted except the holiday time provision that is provided for in the ordinance. And again, that would be a fine solution if you've thought that through. If you do want to make provisions to allow for it, then how do we is the language that is there sufficient, or do you need it to be modified? I need the direction from you. At this point, I've done my best to come up with a draft for you to kind of work through. And I think the next step just overall would be putting this into a format that somewhat mimics our current Historic District Design Guidelines document so that if and when it is adopted as an amendment to it, it kind of matches the format. And we would probably want to seek out some photographic examples of the things that we're saying are appropriate in those kinds of things, which we do in other sections of our guidelines. So that would be the next step once you're comfortable with the language.

Tim Clites: Okay. I'm going to hate to be the one talking about the lighting so much, but I'm going to remember the King Street Oyster Bar, and they have outdoor seating beside a very prominent building on the most important intersection in town. And they had these little lights that were at the table, just enough for 2 or 4 people to sit and have dinner. And they came with a request that there be sconces put on the building. I think most of us were here and remember that. And we said no, primarily because of the beauty of that building. But let's just back up and think about if they were coming and asking for string lights there. [off mic] Which they had once, Margaret says.

Margaret Littleton: They did have, and they weren't string, but they were in plastic, you know, they had them on the side of the building.

Tim Clites: Little like rope lights. Rope, lights. Were they up high or down low where that? Because the goal at the time was.

Margaret Littleton: That they were up high.

Tim Clites: They were up high.

Margaret Littleton: And we told them that it wasn't great, and they took them down.

Tim Clites: It was. Thank you for reminding me. I forgot that maybe I wasn't involved. So I guess I'm just feeling like with, with all of the other work we're doing on lights, I think we should have a lighting section and temporary lights like you would expect at a table if you were having dinner outside are probably necessary, and there are likely good solutions that don't require us to jump to string light as the only solution. So, I would position that we as a town have spent too much, and the community spent a lot of time and energy to try to reduce the light level. And I don't think string lights continue that effort in an appropriate direction. So, I would change this to say that, and this probably goes against what I said 2 or 3 meetings ago. But as I continue to think about it, I would probably change that to say no string lights if I were making the recommendation, but that we still address temporary accent lighting as it relates to this part of the ordinance, which is dining, seating and other outdoor areas. And yes, they'll still have to come

and get approval, but we won't be caught in this debate or discussion with an applicant about whether that's too many or not enough string lights, because they inherently don't really fit the spirit of our ordinance. I don't know how everyone feels about that.

Linda Wright: I think you hit the nail on the head. I think that's exactly what we need to do. And no matter what the other fixtures or whatever they might bring, then they all have to come in for approval for other things, whether it's a table light or whatever it may be. But I just think string lights other than holiday lighting should probably just be not allowed. It just isn't doesn't fit in historic town.

Tim Clites: And think about when we started looking at lights for signs for a while that was a really popular thing. But the community found these really nice little sign lights and like, imagine trying to argue through a string light on a sign and whether it's enough or like I just.

Linda Wright: There's too many ifs in it, like you said. How many lumens in each bulb? How close are they together? It would be so hard to regulate. It would be a nightmare.

Punkin Lee: I think on the string lights, it's hard to have them cut them off when the last customer leaves. They're on all the time. I mean, the museum had them up and lit until about three weeks ago when they finally came down and there was nothing happening there in the Pink Box yard. I mean, Blue Water Casino, there's those lights were on all the time, and they're only open Thursday to Sunday. So, I think the.

Margaret Littleton: Timer.

Punkin Lee: I know, I mean either I think string lights are quick fix if you need lights and saves you from researching something that's nicer, neater and will cut off when you close the door.

Tim Clites: Any other comments on string lights? Does that help Mr. Moore?

Will Moore: So yes.

Tim Clites: He says No. [laughter]

Will Moore: So, part of it helps. I'm confused by what else you might want to regulate. Where you said no string lights but other temporary accent lighting. So, if we're talking about a light that goes on a tabletop, I think we're crossing a line there. Next thing you know, we'll be wanting to approve their salt and pepper shakers. I think there's a line there. I'm not sure it's a perfectly black or white, but I think, you know, whether they use a candle which is an open flame source or some sort of just tabletop battery operated light, I think we're getting beyond ourselves at that point. Would be the suggestion I would make.

Margaret Littleton: I think they need suggestions and battery lights are not that expensive. And they're very attractive.

Punkin Lee: I think table stuff, though, they're going to be much. They're right there. When you're closing up, it's going to go off. The string lights just seem to stay on. And I think eliminating the string lights is much more in agreement with the dark sky and the migratory birds and everything else and trying to keep the town dark after hours.

Virginia Jenkins: With the tabletop lights more than likely would be taken in.

Punkin Lee: That's what I mean at the end of the.

Virginia Jenkins: Yeah, wouldn't even be there. I mean. yeah. [multiple speakers].

Punkin Lee: End of the when the restaurant closes, they're going to be cut off anyway, you hope.

Tim Clites: Yeah, we're talking about temporary accent lighting. Well, we've heard maybe it means something up in an umbrella over a table. That would be an option, right?

Virginia Jenkins: Temporary. I mean, temporary accent. Oh, you mean for dining purposes? Oh, I thought you meant for signage. [inaudible]

Tim Clites: Temporary. What? Yeah. What does that mean? That means it's only available during business. Maybe we should define what temporary means as maybe we are doing that. But.

Will Moore: Yeah, I think when I initially used that language, I was referring to something that's not hard wired and mounted to the building. So, where string lights, you just plug into an outlet.

Tim Clites: Right. So, they fall under the temporary because they're not hardwired.

Will Moore: I think that's what I was thinking when I used that language in the initial draft.

Tim Clites: So, I think we leave the rest of it. Temporary lights, like we still want them to be 2700 Kelvin. We still want them to be white. We don't want them to flash be chasing or intermittent. And we don't want them to remain on after hours. And they can't be string lights. E no string lights. And at least we have something more than nothing, which is what we have right now.

Virginia Jenkins: I have a question which is overall for Will, actually. When all of these new regulations or defined regulations, is there any way that there can be a letter sent out to the businesses and towns, so they are aware?

Will Moore: Yeah, we can certainly work on that. Yeah. Because in fact, it's a great idea.

Virginia Jenkins: You know, like I mentioned earlier, there are some businesses, for example, that have continued, you know, constant string lights on.

Will Moore: Yeah. That's an absolute necessary part of that is doing the outreach.

Virginia Jenkins: Okay. Thank you.

Tim Clites: Does anybody have any comments on the rest? Let's just look at tables and chairs. We agreed wrought iron or painted metals preferred. The design would be consistent with the seating areas. Mixes of styles is not appropriate. Umbrellas we talked through that talked about the fabric. Maximum of two colors compatible with the furniture and signage, material should be color fast fabric to prevent fading, not extend beyond the designated patio area and not contain text, branding, or advertising. Fences, we talked about that earlier wrought iron, black painted metal chains or other elements in color, plastic chains, if they closely resemble metal and we need a sample and all such elements should be well maintained and free from rust, missing components. Planters are encouraged to add decoration within the seating area and plantings within shall be maintained in a good condition and replaced. And trash containers wrought iron or black painted metals preferred must be maintained, well maintained, and emptied daily. Any other comments to that? And at the top unless noted otherwise the preferred color for outdoor furniture and furnishings is black. Plastic and vinyl are not permitted. I feel comfortable with all of that, having discussed it a couple of times before. Yes. Yes. Punkin.

Punkin Lee: I know I don't know what I ate today, but I've got a lot of questions. [laughter] I'm sure this is in, but in under lighting on section 4D that covers light trespass, right? Because we don't mention it in any of the, it just dawned on me that even though you can't put your string lights up, if you think of something else and then your light is trespassing on your neighbor, that's not supposed to happen, right? Food for thought.

Will Moore: Yeah, I'll think of some way to include something about that.

Tim Clites: I mean, maybe it says that temporary lighting also should comply with the applicable zoning ordinance, because I think the ordinances already takes care of light trespass. Right. Sure.

Punkin Lee: Yes, I thought so, but it just flitted through the pea brain.

Tim Clites: No. Good. Thank you. Well, might as well. Yeah. Button it up as best we can. Well, thank you all. Will, I guess if the next step is when staff gets the chance to make this read like our guidelines, that would be great. Let us know if you have any or want us to review or comment any further. And thank you to all the staff who you and whoever's help Erick, whoever's helping on this, thank you. The next item is a meeting quorum for June the 6th. I apologize, but I'll be out.

Punkin Lee: I won't be here.

Tim Clites: Raise your hand if you're not going to be here.

Punkin Lee: Raise your hand.

Tim Clites: If you're not going to be here.

Punkin Lee: Well, so. [laughter]

Tim Clites: Are you not going to be here? Rhonda, we're down to three. Well, is that a quorum?

Will Moore: No, we're going to have to come up with a different date.

Tim Clites: Different date.

Will Moore: Yeah. So, I will work on a proposal for some alternate dates. Possibly even before the regular scheduled meeting.

Tim Clites: I was just going to ask if that's possible.

Will Moore: But we'll see. And then I'll shoot those around. And as always, if I give you a list of six, tell me which you're good for, which you're not good for. Please don't just say I prefer this one date. [laughter] You know, it's just, you know, get good for these, not good for these. And then, based on the collective responses, we'll come up with the date that works best for most people.

Tim Clites: Awesome.

Will Moore: I'll shoot around some dates, maybe tomorrow, if not early next week.

Tim Clites: Okay. Thank you Will.

Rhonda North: And, Mr. Chairman, just to think ahead, your July meeting does fall on the 4th of July holiday, so we will need to reschedule that date as well.

Tim Clites: So why don't you send for both and reply right away to June. And let's go ahead and get July that way if you have to advertise or tell anybody, we can do those at the same time. And yeah, the week of July 4th is the first week of July, so there were probably bumping to the second week of July because anybody traveling is probably traveling that whole week. Meeting adjourned. Thank you all.