TOWN OF MIDDLEBURG
HISTORIC DISTRICT REVIEW COMMITTEE
REGULAR MEETING MINUTES

Thursday, April 2, 2026
PENDING APPROVAL

The regular meeting of the Historic District Review Committee was held on Thursday, April 2, 2026, in the Town Hall Council Chambers. Chair Clites called the meeting to order at 5:30 p.m. Clerk North called the roll.

PRESENT: Tim Clites, Chair
Punkin Lee, Vice Chair
William Anderson
Virginia Jenkins
Margaret Littleton
Steve Simons
Linda Wright

STAFF: William M. Moore, Deputy Town Manager
Amy Rogers, Planner
Rhonda S. North, MMC, Town Clerk

ABSENT: Cindy C. Pearson, Council Representative

Public Comments

Megan Gallagher, 214 E. Marshall Street, thanked the members of the Committee for their service and opined that this was the most difficult committee to serve on, as their work was very complicated. She opined that the requests to paint buildings black seemed to have receded. Ms. Gallagher noted the pre-application review of the plans for the Asbury Church Restoration Project and advised that she could see the church from the front of her home. She opined that the renderings of the restoration showed a design that was faithful to the building when it was in its heyday as the center of the Black community. Ms. Gallagher advised that she was very excited about the project and noted that many people responded positively to them when the plans were unveiled during their February 11th presentation. She praised the consultants and Town Clerk North for bringing this project along. Ms. Gallagher expressed hope that the Committee would find a lot to like about the project and noted that there was a ton of support for it in the town.

Approval of Minutes

Chair Clites moved, seconded by Vice Chair Lee, that the Historic District Review Committee approve the March 5, 2026 Regular Meeting Minutes as submitted.

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

Old Business

COA 26-02 (S 26-02): Exterior Alterations & Projecting Sign – 15 South Madison Street – Granted Wellbeing

Planner Rogers reminded the Committee that last month, they approved the sign and requested the applicant bring back the proposed colors for the building, proposed surface mounted light fixtures for the building, and the proposed light for the sign. She reported that the applicant provided this information.

Maggie Grant, the applicant, thanked the Committee for sending her back to the drawing board and noted that she appreciated their comments and insights. She opined that what she had now proposed looked better. Ms. Grant reported that she researched the history of the building and noted that it was never a dark color. She advised that it was more along the lines of the color she was now proposing and opined that the new proposed color complemented the stone, as well as the history of the building.

The Committee agreed they liked the proposed paint color, as well as the lights. They noted that the color complemented the stone, which was the main focus of the building.

Committee Member Littleton expressed concern that the door color would look black in the shade; however, she opined that what was proposed was a big improvement.

In response to inquiries from the Committee, Ms. Grant advised that the light would reflect softly downward on both sides of the sign. She confirmed the recessed lights would be on dimmers. Ms. Grant advised that there would be no lighting at the door for 13 South Madison Street, as it would only be an exit. She reminded the Committee that the sign bracket was being moved so it would be in between the door for 13 and the windows.

Chair Clites agreed the proposed colors were more complementary and sympathetic to the stone and the character of the building. He thanked Ms. Grant for reconsidering them.

Committee Member Jenkins moved, seconded by Committee Member Simons, that the Historic District Review Committee approve COA 26-02, a request of Maggie Grant for exterior alterations and a projecting sign at 15 South Madison Street.

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

New Business

COA 26-03: Artwork for "Nic Fiddian Green: Spiritus Equus" Exhibit Banner – National Sporting Library & Museum

Planner Rogers reminded the Committee that this was a recurring item that came before them each time the banner was refreshed. She reported that the proposed artwork represented the Green Spiritius Equus exhibit.

The Committee agreed the banner looked nice. It was noted that this exhibit would be both an outside and inside one, as there would be sculptures in the yard.

Chair Clites advised that he liked the scale of the image and noted that the images on some of the banners have been dense.

Chair Clites moved, seconded by Committee Member Wright, that the Historic District Review Committee approve COA 26-03 as presented.

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

Discussion Items

Pre-Application Discussion – Asbury Church Restoration Project

Planner Rogers reminded the Committee that the Town embarked on this project in 2024. She noted that the schematic design plans were presented to the Council in January and to the public in February and advised that they were now coming to the Committee for their review. Ms. Rogers noted that her memorandum identified the design elements the Committee would consider.

Project Lead/Town Clerk North reminded them that the Asbury Church was donated to the Town at the end of 2014. She noted that the Town issued some RFPs in an attempt to develop a public/private partnership for the building; however, it was unsuccessful in those efforts and ultimately the Council decided to retain ownership, do the restoration itself, and manage the building. Ms. North noted that the Town was in the middle of the Town Hall Project at that point; therefore, the project was delayed until that was completed. She reported that in 2024, the Town brought in a consultant who assisted with community engagement to identify potential uses for the building and advised that the Council concurred with the recommendations to use it as an interpretative site and for small meetings. Ms. North noted that the reasons for using it for small meetings were the lack of parking and the need to be sensitive to the surrounding residential communities. She reported that once the community engagement was complete, the Town issued RFPs for architectural/engineering (AE) services and construction management (CM) services and ultimately engaged Glave & Holmes as the architect and Downey & Scott as the construction management team. Ms. North noted that both had experience in historic restoration and both were a part of the Town Hall Project and advised that the Town was very pleased with their work. She noted that following the presentation of the schematic design plans, work began on the development of the construction documents. Ms. North acknowledged Ms. Gallagher's references to some of the landscaping elements of the project and noted that Glave & Holmes was not responsible for the landscape design. She reported that the Town's Streetscape Committee and the Middleburg Beautification Committee, who agreed to handle the landscape installation, would assist with that. Ms. North noted that the landscape would include benches and advised that those would return to the Committee at a later time. She noted that the flowers shown in the rendering were intended to be an example.

Project Lead/Town Clerk North advised that the Town was looking at the financing of the project and noted that the Council had committed $1 million in its capital fund, some of which had already been spent for the AE and CM services, as well as some stabilization work and the Oral Histories Project. She noted that this project involved interviews of some of the former congregants of the church and opined that they were very powerful videos. Ms. North encouraged the members to view them if they had not already. She reported that based on the schematic plans, the Town knew the cost of the project would be more than $1 million and advised that it was looking at grant opportunities and hiring a fundraising consultant. Ms. North reported that the design work and fundraising efforts were being done parallel. She introduced Gibson Worsham and Kayla McHugh, of Glave & Holmes, and Kevin Fallin, of Downey & Scott.

Gibson Worsham advised that this was an inspiring opportunity for Glave & Holmes' preservation studio to engage on a project for such an amazing building. He opined that the Committee was already aware of the history of the building; therefore, he would focus on the proposed restoration. Mr. Worsham advised that the significant deficiencies of the building were the moisture penetration, accessibility issues, thermal comfort, and its long-term maintenance. He noted the need to meet the Secretary of Interior Standards for Historic Preservation, which would allow the Town to bring the building back into use without damaging its historic character or materials. Mr. Worsham explained that based on the history of the building, the period of interpretation for the project would be 1923 (through 1950s), when the electricity was installed. He noted that the Town had some of the original light fixtures and planned to use them. Mr. Worsham advised that most of the changes to the building had occurred by that time, with a few more occurring over the next twenty to thirty years and noted that they would be maintained.

Mr. Worsham reported that the items for review were the proposed site improvements, which would include exterior stairs and a custom railing; site lighting; stucco restoration; two front doors; restoration of the west gable opening; replacement of the cellar door and installation of a landing and retaining walls; restoration of the weather board in the back of the church; repairs to the window frames and sashes; and, the exterior paint color selection. He displayed the site plan. Mr. Worsham reported that due to the small size of the site, parking would be provided on the street. He noted the serpentine sidewalk/ADA ramp that was being proposed and advised that due to its slight slope, there would be no need for railing. Mr. Worsham reported that railing would be added to the two steps. He advised that the mechanical equipment would be hidden in the rear so it would be concealed from view from the street. Mr. Worsham explained that low concrete retaining walls were proposed at the cellar door. He reported that the new steps in front of the building would be very simple, with wrought iron railings proposed that were adapted from historic patterns. Mr. Worsham noted that they included a slight chamfer in the vertical element and a small knob at the bottom of the top. He advised that they met all code requirements and were very minimalistic so as to not be visible from a distance. Mr. Worsham noted that a cut sheet was provided for the proposed site lighting and explained that it was designed to be inconspicuous. He advised that the lens would diffuse the light and eliminate any glare.

Mr. Worsham advised that there were numerous structural and cosmetic elements that needed to be dealt with on the exterior, including the replacement of a few lintels that had not been previously replaced; and the removal of the Portland cement stucco that was applied over the original lime-based plaster. He reported that the lime-based plaster was still pretty much intact and advised that the cement stucco was peeling off the building. Mr. Worsham opined that it would come off quite readily all over the building. He noted the pockmarks in the original stucco that occurred when the cement stucco was attached. Mr. Worsham reported that the proposal was to add a new skim coat of lime-based plaster over it to smooth it out, with a final finish coat then being applied. He explained that lime stucco was a historical material that allowed a building to breathe, which was why the cement stucco was popping off, as it did not breathe well and moisture was getting behind it.

Mr. Worsham reported that the exterior front doors were coated with a thin plywood covering at some point; however, he suspected the Town would find the historical materials under it. He advised that as a part of the investigative demolition, one panel was removed, which revealed the original 1829 door jamb, which was very ornamental. Mr. Worsham reported that it had clipped corners and raised panels. He noted that these were very elegant features and advised that they would be restored. Mr. Worsham explained that the existing modern doors would be removed and new doors created that would match the original in the form and shape of the side jamb panels, which was how doors were usually done. He noted that one original door remained on the interior, which gave the architects clues as to the form of the original doors. Mr. Worsham displayed a drawing of the proposed custom door and noted that the door opening was wide enough that it appeared to be a double door. He explained that in order to meet ADA requirements, the custom door would have a divided line down the center; however, it would only be one door.

Project Lead/Town Clerk North noted the transoms above the doors. She further noted that each were a different style. Ms. North advised that the Town would not replace them.

Mr. Worsham noted that there was no information as to why they were different and opined that they were a quirky feature. He displayed information on the proposed door hardware and noted that the only things that would be visible would be the doorknob and a Kwickset Smart Lock system. Mr. Worsham advised that the doorknob was a round brass ball knob.

Mr. Worsham noted that the other feature on the front of the façade was a little opening at the top of the gable, which was basically access to the attic. He advised that it was replaced in recent years. Mr. Worsham reported that the remnants of the original door were found on the balcony of the church and advised that it would be duplicated so the modern door could be replaced.

Mr. Worsham reiterated the need to address the basement entrance, which was added in the mid-20th century to provide access to a new heating and air conditioning system. He noted that this system was operational at some point. Mr. Worsham reported that the proposal was to install a new door that would be a simple, single panel door. He reiterated the proposal to add low concrete retaining walls and a pad at the basement entrance in order to prevent the washout that was occurring as the banks fell down. Mr. Worsham displayed the proposed new door and hardware and noted that they were simple and practical.

Mr. Worsham opined that the last time the building was worked on, nothing was done to the back of it, including the windows. He noted that the stone did not go up into the gable either but rather was replaced with a framed gable wall. Mr. Worsham advised that the panels that were installed were not historical looking. He reported that the proposal was to replace them with standard beaded weather board with a seven-inch exposure, which would blend with the cornice that was installed when the roof was replaced. Mr. Worsham opined that the cornice was well done and fit with the building. He advised that the exterior windows that were previously repaired were in reasonable condition. Mr. Worsham noted the need to replace some broken window panes and advised that the hope was to repair some of them using epoxy, as it was very difficult to find the kind of glass that was in the stained-glass windows. He reiterated that the plan was to patch and repair anything that was damaged and opined that other than some putty replacement and the need to repaint the sashes, most were in fairly good condition. Mr. Worsham noted that some of the frames were replaced at some point in time and advised that the proposal was to very carefully either do Dutchman repairs on the frames or paint them. He noted that for some reason, some of the sills were extended in front of the prowl of the stucco wall and advised that the proposal was to cut them back, as they attracted water. Mr. Worsham noted that, as a result, some of the sills were completely rotted.

Mr. Worsham displayed the proposed paint colors and advised that the goal was to provide a continuity of the existing colors so the community would recognize it as the building they have seen through the years. He noted that they were also historical colors. Mr. Worsham advised that the building was whitewashed and contained some nice earthy tones mixed into it on some of the later layers. He proposed the building be painted Chantilly Lace, with a gloss finish for the trim.

Project Lead/Town Clerk North advised the Committee that there were some pieces of the building that would remain untouched, including the roof, belfry, cornice, gutters, and downspouts.

Mr. Worsham noted that they were replaced fairly recently and were in great shape. He noted the need, however, for some interior structural work to ensure these items remained in place.

Committee Member Simons noted the proposal to use Benjamin Moore paint on the exterior of the building. He questioned whether there were any concerns about applying a latex paint over a traditional plaster from the standpoint of breathability.

Mr. Worsham confirmed this was something they would look into, as they had not done this before. He suggested they could instead do a whitewash.

Committee Member Simons opined that a base paint may be a better choice.

Mr. Worsham agreed and noted that they were working on the color. He advised that a lime-based coating was an excellent idea. Mr. Worsham opined that there would be no problems with breathability; however, it would be good to make sure there would not be.

Committee Member Simons noted the proposed electronic door lock for the front door and advised that they made devices that would fit into the cylinder of the deadbolt. He suggested the keypad could then be tucked away and hidden on the door jamb so it would not be as prominent.

Mr. Worsham expressed concern about this and noted the size of the ornamental panels. He further noted that they were historic and opined that they were more important than the doors. Mr. Worsham expressed a desire to protect the original panels on the sides of the doors and noted that they were fairly fragile.

Committee Member Simons advised that the device could be located anywhere on the building. He noted that he would provide information on the lock to Town Clerk North.

In response to an inquiry from the Committee, Mr. Worsham confirmed the plans were to include a drain in the basement slab. He confirmed it would daylight and noted that everything else went to daylight.

In response to an inquiry from the Committee as to the mixture of the plaster, Mr. Worsham confirmed the specification that was now used for plaster called for using a bagged lime-based mortar. He reported that there were several companies who provided this and explained that they conducted an analysis and provided the mix that would work.

In response to an inquiry from the Committee as to whether any restoration would be done to the carriage of the bell, Town Clerk North advised that this was something that would be looked at with the Streetscape Committee as a part of the landscaping plans.

In response to inquiries from the Committee as to the wood species being proposed for the weather board on the rear gable, Mr Worsham opined that it would be Red Western Cedar or something along those lines. He noted that he loved Accoya and explained that it was made of wood, was inert, received paint, and could be sawed and nailed. Mr. Worsham advised that the quality of cedar and oak was not what it used to be. He confirmed that reclaimed wood could be used; however, he noted that it could be an issue when specifying it to a contractor.

Committee Members Jenkins and Wright advised that they liked what had been proposed so far. It was noted that this project had been around for many years and that it would be nice to see it happen.

Vice Chair Lee also expressed concern about the use of a modern locking mechanism.

Mr. Worsham confirmed they would continue to look at that item.

Committee Member Simons noted that the option he proposed would allow someone to use their phone so an exterior mounted keypad would not be necessary.

Project Lead/Town Clerk North explained that the purpose of the keypad was to allow individuals who were using the building to access it. She noted that they may not have the ability to open the door with their phone.

Committee Member Littleton opined that the design looked great. She noted that she loved the colors. Ms. Littleton advised, however, that she would prefer a heavier railing and opined that what was proposed was too skinny.

Mr. Worsham explained that the idea behind what was proposed was that it would not be visible. He offered to provide photographs of the Battersea Plantation where this same model was used and advised that it was gorgeous and was not flimsy looking.

Committee Member Littleton asked to see the pictures. She opined that the architects had done a wonderful job.

Committee Member Anderson advised that he loved the idea of the simple handicap ramp. He opined that it would be a lovely building.

In response to an inquiry from the Committee about the technical plans to address surface water collecting against the building, Mr. Worsham advised that this did not seem to be a problem. He confirmed there would be a lot of foundation work that needed to be done at the back of the building, as it was undermined when the basement was done. Mr. Worsham reported the need for a lot of underpinning.

Chair Clites noted the brick sidewalk repairs that were underway throughout town, particularly around some trees. He inquired as to the thought behind a concrete sidewalk.

Mr. Worsham explained that the existing sidewalks were installed by the congregation. He noted that it was known as to who did them and when they were installed at different times and opined that this was part of the charm of the building. Mr. Worsham explained that this was the thought behind the concrete sidewalk. He noted that there had never been brick sidewalks at the church. Mr. Worsham opined that there may have been little stepping stones many years ago before the concrete was installed.

In response to a comment about the door thresholds, Mr. Worsham reported that they were concrete. He noted the need to make some slight alterations to them. Mr. Worsham explained that the floor was raised inside the building not that long ago; therefore, there needed to be some adjustments made to the door sills so everything would fit perfectly and would not be visible. He noted the need to line everything up so an individual could roll into the church in a wheelchair.

Chair Clites advised that he enjoyed the presentation and noted that it was put together well and was easy to read and understand. He thanked Kayla McHugh, of Glave & Holmes. Mr. Clites noted that the Committee saw a lot of presentations and advised that it was worth noting when they saw one that was carefully thought out. He inquired as to the next steps, including when the formal application would be submitted.

Town Clerk North noted that the desire was for a pre-application discussion to make sure the Committee felt the plans were going in the right direction. She advised that the plan was to continue work on the construction documents, which should be completed in July. Ms. North explained that she would not return with the application too quickly since the COA approval was only good for a year. She reiterated the need for the Town to identify the financing for the project. Ms. North reiterated that she wanted to get this before the Committee as soon as possible to make sure they felt the plans were headed in the right direction, as they were proceeding with the development of the construction plans.

Vice Chair Lee noted that she had not seen anything like the site lighting that was proposed. She inquired as to their locations. Ms. Lee questioned the height of the fixture.

Kayla McHugh displayed the proposed site plan, which showed the lights being located along the serpentine sidewalk. She explained that the lights were on tiny poles that would stick two feet above the ground. Ms. McHugh advised that they would be offset from the path and would just cast light over its

surface. She explained that the reasons this fixture was selected were because it was minimal and, when looking at the church, one would not see decorative fixtures. Ms. McHugh advised that they would simply be part of the site and were not "crazy". She noted that they met the requirements for path lighting. In response to inquiries from the Committee, she reiterated that they would provide soft lighting and noted that the lens reduced the glare and provided a soft light over the surface of the path. Ms. McHugh advised that the light would not be seen by someone in a car and explained that the fixture would be pointed to the ground.

In response to an inquiry from the Committee about the labor cost associated with the stucco work, Mr. Worsham advised that there were teams who did that type of work. He noted that it was not that different from putting on regular material; however, the contractor needed to have experience in doing that kind of work. Mr. Worsham noted that this would be a requirement to get the job. He opined that it would not be a big cost item.

Committee Review of Applications

Chair Clites noted that the Committee had a new member. He asked Deputy Town Manager Moore to review how the Committee should review applications, including terminology that could be improved upon.

Deputy Town Manager Moore advised that he intended to package a staff led training at some point in the calendar year or have a training program offered to the members. He explained that while it was not that it was not okay for a member to say they did or did not like something, they needed to provide an explanation to the applicant of their reasoning. Mr. Moore opined that their discussion related to the paint colors for the South Madison Street application was perfect and cited, as an example, the statements that the color better highlighted the stone. He noted that as long as there was reasoning to accompany the statements, this was fine. Mr. Moore expressed hope that those reasons could be tied to the Historic District Guidelines. He opined that when the members reviewed the agenda, they skipped the staff memos and went right to the plans. Mr. Moore asked that they circle back to the staff memo and noted that Planner Rogers put a lot of time and effort into providing the citations from the guidelines that the staff thought the Committee should look at. He also asked that the members make it a habit of going to the guidelines when they conducted their review. Mr. Moore explained that to make the Committee's actions defensible, it was important to do that. He noted that he did not want to give the members the impression that they were not doing a good job and advised that it was quite the opposite. Mr. Moore expressed appreciation for their time; however, he noted the need to avoid just making the statement of "I like" or "I don't like." He reiterated the need to supplement it with good reasoning that was, hopefully, tied to the Historic District Guidelines.

May Meeting

Chair Clites asked the members to let Town Clerk North know if they would not be available to attend the May meeting.

There being no further business, the meeting was adjourned at 6:21 p.m.

RESPECTFULLY SUBMITTED:

_____ _____
Rhonda S. North, MMC, Town Clerk

(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: We'll call. Excuse me. We'll call to order the Middleburg Historic District Review Committee's meeting for Thursday, April the 2nd, 2026. The first item is call to order the 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 Simons.

Steve Simons: Here.

Rhonda North: Committee Member Wright.

Linda Wright: Here.

Rhonda North: And Council Member Pearson is absent.

Tim Clites: Thank you. Next is public comments. If you're here on behalf of an application, we'll get to your comments then. If there's anyone from the public that would like to speak to us, now's the time. If you come on up, if you can stand at the podium and state your name and address for the record, please.

Megan Gallagher: Hi all. It's Megan Gallagher from 214 East Marshall Street. And in my second appearance before you, let me thank you again for your service on what I consider the hardest Citizen Advisory Committee in the town. It's very complicated. I appreciate all you do. That tidal wave of black rolling down West Washington Street seems to have receded. Thank you. I'm here because you're going to get the preview of the Asbury Church Restoration Project,

which is my absolute favorite project in town. I can also see it from every single window on the front entrance of my house, and I feel myself very lucky. And when I look at the pictures in your presentation, and I think that's what it's going to be when it's done and how faithful it is to what it was in the heyday of it as a center of the Black community in this part of Middleburg. I am very excited about it. I don't want to jump ahead of how you all can read the fine details, like the railing down the ADA step, the regular steps, or the ADA entrance in with the bell in the center. But really, I will praise the doors. I know they're expensive, but I think they're beautiful, and you all might discuss them tonight or further on in the project. But I just thought there are so many people who responded really positively. If you were at the community center for the February presentation, and I've had a lot of praise for the consultants, particularly for our Town Clerk and bringing this project along. And I hope you find lots to like in it. And there's tons of support in town. Thank you.

Tim Clites: Thank you for your comments. We appreciate that. Next approval of our minutes from the March 5, 2026, regular meeting minutes. Are there any corrections or comments? 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 abstain? Motion passes. Thank you. Action item old business COA 26-02 (S 26-02). Request of Maggie Grant for exterior alterations and a projecting sign at 15 South Madison Street. Granted Wellbeing. Miss Rogers, please.

Amy Rogers: Chairman Clites, Members of the Committee, you have the staff report. Last month, you all approved the sign for this application. You requested the applicant bring back coloring for the building. And lighting features as well as the surface mounted light, underneath the vestibule. The applicant has to provide the additional information, and it is ready for you to hear tonight. Any questions?

Tim Clites: No questions except I think we'll pause before we go around and see if the applicant's here and with the color chip. I would imagine that's going to be the first question that you might hear. So, thank you. Why don't you start them at either end and folks can take a look at them as we get ready with comments. Thank you for bringing them.

Maggie Grant: And also want to thank you all for sending me back to the drawing board. I appreciated your comments and insights. And I think it looks a heck of a lot better. I also went back and looked historically looking when you had stone buildings that they didn't go really as dark. They did go more this color. And so, with Gretchen's help, we went and did some historical digging and hope you agree that this complements the stone and the history of the building.

Tim Clites: Thank you. And yeah, without making any comments on behalf of the committee, the samples are great because the picture of course has a much different, printers never get us there.

Maggie Grant: Always.

Tim Clites: So, thank you for bringing these. All right. And thank you for your comments. Bill, can we start with you?

Bill Anderson: Yeah.

Tim Clites: Turn your mic on, please.

Bill Anderson: Thank you for reminding me. I like the paint colors or the chips that were sent. No comment on the lights.

Tim Clites: Thank you. Margaret.

Maggie Grant: A fellow Margaret. [laughter]

Margaret Littleton: Hello. I used to own this building.

Maggie Grant: Oh.

Margaret Littleton: Yes. It's dear to my heart.

Maggie Grant: It's becoming quite dear to mine as well.

Margaret Littleton: Good, good. I think it looks great. I think the doors are a little dark, but that's what you like. I think they'll definitely be black in the shade, look black. And it is not the same at all.

Maggie Grant: I know it's. [multiple speakers]

Margaret Littleton: Anyway, it's a big improvement and thank you.

Maggie Grant: Thank you.

Margaret Littleton: Enjoy it.

Tim Clites: Thank you. Punkin.

Punkin Lee: Thank you for coming back. I just got a question on the lights because I forgot it's going to be, I mean, on the sign. Is it going to be lit both sides down or one side?

Maggie Grant: As John explained, our sign expert, it's really, it's got this great strip of lights that very softly look down.

Punkin Lee: On both sides of the sign.

Maggie Grant: Correct.

Punkin Lee: I mean, it looks like it should be worked that way from the image.

Maggie Grant: Yes. Much softer. Not tell me all you know.

Punkin Lee: Right.

Maggie Grant: It's not like an interrogation sign. Yeah.

Punkin Lee: Thank you.

Maggie Grant: Thank you.

Tim Clites: Thank you. Linda.

Linda Wright: Yeah. I'm glad you came back. I like this one so much more. It's softer, and I think it complements the stone, which is obviously the main thing to look at on the front of that building and the slate and everything. And I think it's much more complimentary now.

Maggie Grant: Awesome. Thank you. I agree.

Tim Clites: Thank you. Virginia.

Virginia Jenkins: I like it very much.

Maggie Grant: Great.

Tim Clites: Thank you. Steve.

Steve Simons: Just two questions on the recessed light that's going over the vestibule at the main entrance door will that might be on a dimmer.

Maggie Grant: Yes.

Steve Simons: Okay.

Maggie Grant: Everything's a dimmer.

Steve Simons: And on the secondary door to the left of it. Will that [inaudible] do you have a light plan for that door?

Maggie Grant: Same.

Steve Simons: Same light?

Maggie Grant: Correct.

Steve Simons: That will fit. It's hard to tell from the picture. Is there enough of an overhang on that? [off mic]

Maggie Grant: Oh, forgive me. That's right. Because there was a flood on the other one. So just a recess there. Nothing on 13 but 13 also will really be an exit. It's not going to be a point of entry for folks.

Steve Simons: Okay.

Maggie Grant: Yeah. Because the sign is in between 13 and the windows.

Steve Simons: Because the bracket is moving?

Maggie Grant: Correct. Correct.

Steve Simons: Okay. Thank you.

Maggie Grant: Thank you.

Tim Clites: Thank you for those questions and everyone's comments. I don't have any comments except to repeat what we've already heard, which is I think this is more complementary and sympathetic to the stone and the character of the building. So, thank you for going back to the drawing board, so to speak, on that. And I'll look for any additional comments from anyone or I'm happy to entertain a motion.

Virginia Jenkins: I'll make a motion to approve COA 26-02 request of Maggie Grant for the exterior alterations and a projecting sign at 15 South Madison Street.

Steve Simons: Second.

Tim Clites: Second. All those in favor?

All of Committee: Aye.

Tim Clites: Any opposed? Any abstain? Thank you.

Maggie Grant: Thank you. Appreciate you all.

Tim Clites: Look forward to seeing you soon in town.

Maggie Grant: Please come visit us.

Tim Clites: Action item new business COA 26-03 request of the National Sporting Library and Museum for approval of artwork. I'm not going to do this right for that. Nic Fiddian Green: Spiritus Equus exhibit banner. How's that for just butchering every word in that whole list? Thank you. I did the best I could. Miss Rogers.

Amy Rogers: This is a recurring thing that comes in front of this committee. The National Sporting Library got the hanger and the bracket approved, I guess, many years ago, and they come back a couple times a year to refresh the banner. This year it is representing this Green Spiritus Equus banner. They provided the banner as well as the artwork that it came from. Any questions about this application?

Tim Clites: Thank you. I don't have any. Let's start with Steve.

Steve Simons: No questions.

Tim Clites: Virginia.

Virginia Jenkins: No comments.

Tim Clites: Linda.

Linda Wright: No, it's nice as always.

Tim Clites: Punkin.

Punkin Lee: Looks nice. And I'd just like to so people know this will be an outside and inside exhibition when it's staged. So, there will be sculptures in the yard.

Tim Clites: Wow. That'll be awesome. Excited to see it. Margaret.

Margaret Littleton: It just worked. I love it. It's great. It's a wonderful sculpture.

Tim Clites: Thank you. And Bill.

Bill Anderson: Terrific as always.

Tim Clites: You shut yourself off and then started talking.

Bill Anderson: Terrific.

Tim Clites: Thank you. All right. I like the scale of this particular image. Some of them, the text or whatever, has been a little dense. I think this one is. I mean, they all look great on the side of the building. This one will look good. All right; I move we approve COA 26-03 as presented.

Linda Wright: Second.

Tim Clites: All those in favor.

All of Committee: Aye.

Tim Clites: Any oppose? Any abstain? [off mic] All right. Thank you. Motion passes. Our next item is a pre-application discussion for Asbury Church, and I see a number of folks from the, I think the design committee, although they can introduce themselves and confirm who they are. Miss Rogers, anything you want to start us out with before their presentation?

Amy Rogers: Just want to. I'm sure you all are aware, Asbury Church, the town embarked on this project in 2024 and is working towards getting it restored. It was shown to the Town Council in January and to the public in February. And now they're coming in front of you to show you the presentation and their plans. I provided a memo to you all that just gave the design elements

that you need to consider as part of the committee and be thinking about those as you're listening to their presentation. I do know that Clerk North wanted to add some information. Seeing she's been spearheading this project and felt you should hear some of what she's been doing.

Tim Clites: Awesome. Thank you. Rhonda.

Rhonda North: Thank you. Thank you, Mr. Chair. So just want to give you a quick background and kind of let you know where we are today. And then I'll introduce our team. So, as Amy indicated this, the church was donated to the town the end of 2024, 2014, excuse me, 2014. We attempted to do a public partnership a couple of times, issued some RFPs we were not successful in that regard, and ultimately the Council decided just to retain ownership, that we would do the restoration and we would manage the church. We were in the middle of the town hall project then, so we had to wait till that was done before we could start this one. So, in 2024, we did some community engagement to determine potential uses for the building. We brought in CPG a firm to help us with the community engagement. And after doing online and written surveys meetings, private meetings, and public meetings they issued their report and the findings were that the community generally felt the building should be used as an interpretive site as well as for small meeting space which the Council concurred with. Part of the reason for the small meeting space is the extreme lack of parking in that area. There's very little parking there. We also want to be sensitive to the residential community that abuts this building. So those are the uses that we are designing toward. So, after that we issued some RFP's for both architect and engineering services as well as construction management services. And we ended up bringing on Glavé & Holmes as well as Downey and Scott. Both firms have divisions in historical restoration. And both actually helped us with the town hall project. We were very pleased, pleased with their work. So did the schematic designs, as Amy indicated that those were presented to the Council in January, to the public in February. Now we're starting work on the construction designs. [ringing] The one thing that I will note. I know that Miss Gallagher did speak a little bit on the ADA sidewalk and, and Glavé & Holmes is not responsible for the landscaping for this project. We will be using the Streetscape Committee to help design that. And Ms. Lee has graciously agreed that the Beautification Committee will help us with the landscape installation. So, there will be some benches. Those will come back to you all at a later time. But you'll see some, you know, flowers and things in there. They were just put in the rendering just to give as an example, but that will come before the Streetscape Committee. So, we are in addition to doing the design work. We are looking at the financing of the project. The Town Council has committed $1 million in our capital fund, some of which we've already spent on AE, on CM services, as well as some stabilization work that needed to be done. And the oral histories project. For any of you who have seen the videos that we've done where we interviewed some of the former congregants of the church, those have been very popular. They're very powerful videos. They're available on our website. If you haven't had a chance to look at them, I would certainly encourage you to do that. So, we know the price is going to be higher than $1 million. So, we are accepting donations. We are also looking at what grants are available. I am hoping to be invited by the DHR to submit an application for a BIPOC grant that they currently have available. And we're also looking at possibly bringing on a fundraising consultant to help us raise money as well. So, we've got the design and the fundraising kind of both going on in parallel, but we do have the design team as well as the construction management firm's representative here tonight to present to you all our plans so far. So, we have with Glavé & Holmes, we've got Gibson Worsham as well as Kayla McHugh and then from Downey and Scott we have Kevin Fallin. So, with that I'm going to turn it over to Gibson.

Gibson Worsham: All right. Thank you very much. This is such an inspiring opportunity for our preservation studio within the Glavé & Holmes office to be able to engage with this just amazing building. I won't go into too much of the history of it, since I think you all probably know that. And you've been provided with a packet already. And so really what we want to talk about is what we're going to be doing so that you can give us some advice about that. I speak as a former member of the Petersburg Architectural Review Board, so I know the challenges that you all face on a regular basis and appreciate them. One of the main things we're looking at are significant deficiencies that might include moisture penetration in the building, accessibility issues, thermal comfort, and the long-term maintenance potential that the building will face. We'll also be sure to meet the Secretary of the Interior Standards for Historic Preservation projects, which are allow us to fulfill, to really bring the building back to its full usage without damaging any of its historic character or materials. The one of the things we've done is to try to understand the history, to try to pick a period of interpretation that the project will fit in. The building has undergone a lot of change over the years, in spite of how pristine it appears now. And the electricity was installed in 1923, and we have some of those original light fixtures. So that is the sort of center of the range of the period of interpretation that we're looking at, is using those light fixtures. And most of the changes that had been occurred had occurred by that time. There were a few more over the next 20 or 30 years, and those will be maintained in order to keep the building, maintain the building in keeping with the community's understanding of what they remember of the building. So, we're going to look at the following items. The proposed site improvements, which include exterior stairs and a custom railing. We're going to look at the site lighting. We're going to look at the proposed exterior work which includes stucco restoration. The front door. The two front door restoration elements. The west gable opening restoration. The cellar door landing, retaining walls and those details. Also, the weatherboard restoration in the back of the church, which we'll talk about. The window frames and sash repair and the exterior paint color selection. So, what you see now is the existing site plan. There's a sidewalk that goes right up to the lot, and then there are two concrete paths from the two front doors that essentially run into the bank of the road there, because the road has been raised somewhat or will be raised somewhat, at any rate. They run out towards the road, that you can see how small the site is. There's really not room given the topography for even one parking place, so that parking will be provided along the street in keeping with the minimal ADA parking. And here you see the parking spaces and the serpentine ramp. It's really a path that's slightly ramped, so there's no need for a railing because it's just really a path that needs to be that long in order not to have to have a railing. And then we have two sets of steps that come up with railings into the front of the building. And at the back you can see the mechanical units are or unit will be concealed completely from view from the street behind the building. And then you can see the low concrete retaining walls at the cellar door. The steps up to the front will be detailed very simply, as they are now, but they'll have this these so there'll be new stairs, and then there'll be these wrought iron railings which have been adapted from historical patterns. I think they'll be very simple, but very attractive, with a slight chamfer in the vertical element, and then a little knob at the bottom at the top. This meets all the code requirements, but it does so in a very minimalistic way, so that when you look from a distance, you won't really even see them. We're also looking at site lighting, and we have a cut sheet of that site lighting here with us. This light is designed also to be really inconspicuous when not in use and even when in use. You can see here the cut sheet also on the screen. And we're using a lens that will diffuse the light and reduce glare. So, when it shines down, there still won't be any glare. On the exterior we have a number of structural and cosmetic elements that have to be dealt with. And those include replacing a few of the lintels that weren't replaced in a previous go round and then removing the coating of Portland cement stucco that was placed over the original plaster, a lime-based plaster, which is all still pretty intact on

the building. And that that cement stucco coating is just peeling off. And I think it'll come off quite readily all over the entire building. You'll see there's pockmarks in that old plaster, and that comes from when they were trying to get a key to attach the new Portland cement stucco. So, we'll be adding a new skim coat of lime-based plaster over that so that it all smooths out and will receive the final finish coat. So, the stucco restoration, as I explained, you can see some of that pock marked down in the lower right-hand corner. The lime stucco is a very much a historical material that gives and breathes and lets the building behave in the way that it has historically, whereas that the reason the other is popping off is because it doesn't breathe well and the moisture gets behind it, then it just starts popping off. The exterior front doors are an interesting conundrum because they were coated with thin plywood covering. And we suspected that underneath those jambs of the doors, we would find some historic material, but we weren't sure. So, as part of an investigative demolition effort, we removed one of those panels. You can go by and take a look at it, and underneath is the original 1829 door jamb, which is very ornamental. It has little clipped corners and raised panels, very elegant features so that those will be restored. And the existing doors, which are a modern intrusion, will be removed. And then new doors placed to match what the original to match the form and shape of those side jamb panels, which is how the doors were usually done. The door matches the jam. We also have one original door on the interior, which gives us a lot of clues about the form of the original doors. There really aren't any photographs that show them. So, this is we're developing this from in the field examination of the building. Here's a drawing showing what those doors will look like. The door opening is wide enough that it appears to have been a double door because it's more than three feet wide. A good bit more. And so, in order to meet ADA, there'll be a divided line down the middle of the door, but it'll actually be one door and not two doors, because you can't that doesn't work with the disability. And you can see a really nice detail of that side jamb with the ornamental panels there on the upper left.

Rhonda North: And Gibson.

Gibson Worsham: Yes.

Rhonda North: I think we should note two the transoms.

Gibson Worsham: Oh, the transoms are wonderful.

Rhonda North: Two transoms, if you notice they're each a different style. But we are not proposing to replace those at all.

Gibson Worsham: We have no real information about how they came to be different. Maybe one of them needed to be replaced, but we don't know which one that would have been either. So, we're just going to live with the ones that we have. It's really kind of a nice quirky feature, I think. Here you can see that there will be new hardware, but the only thing that will be visible on the exterior will be the knob and a key set smart lock Kwikset Smart Lock, which will be placed on this one of these inner style. And there you see those different elements the interior rim lock, the hinges, the touch screen and the, the knob on the exterior, which is actually a round brass ball knob in spite of the way the photograph makes it appear. And then the other feature on this facade is the little opening up in the top. It's a gable. It's an access to the attic, basically. And that was replaced in quite recent years. And it turns out the original is still in place, are still stored on the balcony level on the interior. So, we'll duplicate that original or let's say earlier panel that went in there in that opening. We don't know what was there originally. It could have well been a

louver, but this is something we know about. And so, we'll be replacing that asset to look just like the one we have. We're also going to be trying to deal with the basement entrance. That basement entrance was added in the mid-20th century just to get access to a new heating and air conditioning system, which at one point was operational in the building. But we'll be putting in a new door that will be a simple and what single panel door that won't try to confuse anybody to think this is an early feature. And then most importantly, we'll be adding low concrete retaining walls and a pad in order to prevent the kind of wash that's been happening as the banks fall down and the we get a lot of mud there. Here's an example. You can see what it looks like now. And there's the proposed new door just simple and practical. And there's the hardware for that door. Also, simple, and practical. The back of the building didn't get the same love and kindness as the front and the sides. Somehow, in the last time the building was worked on, which was in the around 2010 to 2014. They just didn't fix the windows or anything else on the back and the back doesn't have the stone going up into the gable. Instead, there's a framed gable wall which was replaced. But instead of putting on any sort of historically attractive siding, they put on a kind of these kind of panels that are not holding up well either, but they're not historically looking at all. They're just being, what would you call them? You know, building board pattern. We haven't been able to get too close to tell you exactly what brand it is. So, we're proposing to replace that with standard beaded weatherboard with a seven-inch exposure, which I think will blend in beautifully with that cornice, which you all must have approved when that was put up, because it's a new the whole cornice in the building was all redone when the roof was redone. What year was that? Do you know when the roof was redone? Probably back around 2014, 2016.

Rhonda North: Unfortunately, that predates my [multiple speakers].

Gibson Worsham: Well, at any rate, it was really well done. Somebody was watching and it was done well. So that's this will just fit in with that and complement that. The exterior window repairs, the windows are actually in reasonable condition. They've been overhauled and painted and puttied sometime in the last 20 years, probably at the same time, all this other work was done. And so, there's going to need to be some replacement of broken panes. We're hoping to repair some panes with epoxy that's possible to do because it's very difficult to find this kind of glass. They do make it still, but it isn't necessarily exactly the same in its texture or its color. So, we don't want to lose any more than we absolutely have to. And then we'll simply be patching and repairing anything that's damaged. But other than a little bit of putty replacement and repainting the sash are in fairly good condition. Of course, they're not weather stripped or anything like that, but that's probably never going to be possible given the loose quality of these sashes, they fit into the frames. Some of the frames have been replaced at the same time and others are original, so we'll be working very carefully to either do Dutchman repairs on the frames or to paint them. Also, the sills for some reason extend. You can see here on the right; the sills extend way out like this much in front of the prowl of the stucco wall. So, we'll be cutting those back. It looks absurd. And it also probably attracts water to the sill, you know, so we have a few sills that are actually completely rotted. Make sure I'm getting everything. And then last of all, we're presenting our paint color selections. The paint colors are we're hoping to provide continuity so that the community recognizes the building as if they've seen it through the years, but also to use some colors that are close to historical colors. Even though there hasn't been a paint analysis, the building seems to have been whitewashed it was pretty white, and then it has some nice earthy tones mixed into the whitewash on some of the later layers of whitewash. So, we've that's what we're sort of heading towards here. And then the Chantilly Lace with a gloss finish is for the trim. Historically, Titanium White was not used in paint until the 20th century. And that's why you get that white bright white color from modern paint. So, there's always a

little a little bit of that linseed oil creaminess about a historic white paint. And that's what we're showing there. And there's the rendition showing the bell and some kind of spring ish looking flowers there.

Rhonda North: And, Mr. Chair, I will note that there are some pieces of the church that were not proposing to touch. The roof, the belfry, the cornice, and the gutters and downspouts will remain as they currently are.

Gibson Worsham: They were all replaced fairly recently and are all in great shape, so. There will be some structural work on the inside to make sure that it all stays up there but. [laughter] Any questions?

Steve Simons: I have a few. So, let's start with the paint that you proposed for the outside of the building. Are you going to use a Benjamin Moore spec that's on the color spec? Any concerns about that being a latex coating over a traditional plaster and its breathability.

Gibson Worsham: That's something we'll have to look into. We haven't actually done that. We could actually do whitewash. There's nothing to stop us from doing that.

Steve Simons: A base paint may be a better choice.

Gibson Worsham: Yeah, I completely agree. We were really working on color, but I think the lime-based coating is excellent idea.

Steve Simons: Okay.

Gibson Worsham: I don't think we have a lot of problems with breathability anyway, but it's always good to make sure that sure that we don't.

Steve Simons: On that front door lock spec for the electronic lock, they do make devices out there that fit into the cylinder of a deadbolt. So instead of having a modern keypad on the front of that the keypad can be tucked away and hidden on the side. And then that.

Gibson Worsham: On the side of the?

Steve Simons: Like on the side of the doorway.

Gibson Worsham: Oh, on the jamb.

Steve Simons: Correct. So, it's not prominent. You can actually locate it wherever you like, but it's not prominent right on the door.

Gibson Worsham: Do you still have to manipulate it?

Steve Simons: It's got a keypad.

Gibson Worsham: Well, the main problem with that would be the size of those ornamental panels, which are historic, even more important than the door.

Steve Simons: So, this device is about this big. It's pretty small, but it can be located in multiple different places. It can be on the face of the building, just.

Gibson Worsham: Yeah, yeah.

Steve Simons: It might be worth taking a look at.

Gibson Worsham: Absolutely.

Steve Simons: Just be less intrusive.

Gibson Worsham: We really want to protect those original panels on the sides, which are fairly fragile. They're not very robust.

Steve Simons: [multiple speakers] They could even be attached to the door if you decide it's just a much smaller form factor.

Gibson Worsham: Yeah.

Steve Simons: It doesn't look so modern.

Gibson Worsham: Can you let us have some information on that?

Steve Simons: Yeah.

Gibson Worsham: Yeah, that would be great, through Rhonda, yeah.

Steve Simons: On the area way for the basement, are you planning to include a drain in that slab that goes daylight?

Gibson Worsham: Yes. Everything goes to daylight. There's a little pipe at the back where all the roof drainage just pops right in onto the slope so.

Steve Simons: Great. Has there been any analysis done on the original plaster to know what the mixture was?

Gibson Worsham: The specification that we use now, unlike our old specifications, which I've used for many years now, calls for using a bagged lime-based mortar from one of several companies. But they make, they do an analysis and then they provide you with the mix. And it's really works.

Steve Simons: Okay.

Gibson Worsham: And that way you're not dealing with people who are not, when you're not, they're throwing who knows what into the bucket, you know, which is what happens. [laughter]

Steve Simons: Sure. On the, I'm not sure if this is in your purview or not, but where the bell is going to be located, is there anything restoration wise that's being done to the carriage for the bell to preserve it?

Gibson Worsham: That's really in Rhonda's bailiwick. [multiple speakers]

Rhonda North: That would be something we'll look at with the Streetscape Committee. Great.

Steve Simons: Let's see if I have any other questions not to take up everybody's time. Sorry.

Gibson Worsham: That's great. Helpful. [laughter]

Steve Simons: Oh, on the wood species that's specified to replace the weatherboard on the back as well as, I think, some of the sills, you're using Accoya product. Is there any reason that you didn't consider using a more traditional product, like a White Oak or? [multiple speakers]

Gibson Worsham: Red Western Cedar or something.

Steve Simons: I think that Western Red Cedar was an option.

Gibson Worsham: Was an option that was a cost item. We love Accoya. I recently restored the roof and balustrade at Bremo Plantation, which is a massive amount of timber, and we did it all in Accoya. And it's absolutely stunning.

Steve Simons: [multiple speakers]. Warranty?

Gibson Worsham: It never goes away. It's made of wood and yet it's inert receives paint can be sawed, nailed. So, it's a great product, but in fact, the quality of the Cedar and Oak that we get isn't necessarily what it used to be.

Steve Simons: Reclaimed materials.

Gibson Worsham: Yes. Well, you can do the reclaim that's great. But again, sometimes specifying that with a contractor is. I mean, that's like buying antique light fixtures and things like that [inaudible] which we'd like to do maybe.

Steve Simons: Okay. That's all my questions. Thank you very much.

Gibson Worsham: Okay, great. Yeah.

Tim Clites: Thank you, Steve. Virginia.

Virginia Jenkins: I have no questions. I have no questions, I think. I think it's great what you're doing so far. I love it.

Tim Clites: Thank you. Linda.

Linda Wright: Yeah, I would ditto what Virginia said. I can't wait to see all this get done. This has sort of been on the agenda around here for many, many years, so it'd be nice to see something actually happen to it.

Tim Clites: Thank you. Punkin.

Punkin Lee: I just thank Steve for bringing up the keypad because everything else is.

Gibson Worsham: Everything else is [inaudible].

Punkin Lee: Is looking restored and then you smack that on the door and it's like, oops, it kind of got detoured from historical.

Gibson Worsham: It's still going to be there.

Punkin Lee: Realize the need but it's like, wow.

Gibson Worsham: Yeah. It's still going to be there. But maybe we can figure even at something maybe. I mean, I don't know. We'll keep looking at it.

Punkin Lee: There's always a way. It looks great.

Steve Simons: There's an option to use your phone as the keypad as well. So, you don't have an exterior mounted version?

Rhonda North: Well, the purpose of the keypad for tenants there may not have the ability to use their phone.

Tim Clites: Thank you, or a key. Margaret.

Margaret Littleton: I think it looks great. I love the colors. I would put a little bit heavier railing.

Gibson Worsham: Would you?

Margaret Littleton: It looks kind of skinny to me.

Gibson Worsham: That was the whole idea. So, you wouldn't see it.

Margaret Littleton: So, you wanted it skinny.

Gibson Worsham: We didn't want anybody to see it?

Margaret Littleton: Well.

Gibson Worsham: It does the job. And I can show you pictures at Battersea Plantation in Petersburg, where that same model was used. The same craftsman that we're proposing. And it's gorgeous. It really is. So, when you're actually at it, it's not that flimsy looking.

Margaret Littleton: Okay. Pictures.

Gibson Worsham: Yeah.

Margaret Littleton: But it looks great. And you've done a wonderful job.

Tim Clites: Thank you. Bill.

Bill Anderson: I also enjoyed your presentation a lot. I could probably ask you a dozen questions about how you're doing X, Y, and Z, but I think you've done a great job. I particularly like this simple idea for your handicap ramp. Simple works straightforward. It's great. It's going to be quite a lovely building. It is a lovely building now. I mean, it'll be great.

Gibson Worsham: It'll really stand out. Yeah.

Bill Anderson: Thank you.

Tim Clites: Thank you. I don't have a whole lot to add. A couple a practical question. The downspouts and gutters are all piped. What is the rest of the [inaudible]. You had a picture somewhere in here, the grades kind of pushing back against the building. Are there any technical plans to try to solve that for a long term?

Gibson Worsham: You mean like?

Tim Clites: Just surface water and collecting that water?

Gibson Worsham: It doesn't seem to be a big problem.

Tim Clites: Okay.

Gibson Worsham: We are going to be doing a lot of foundation work at the back because that foundation was undermined when the basement was done. So, there's going to be a lot of underpinning going on, but not on the sides particularly.

Tim Clites: Yeah. And I understand the concrete for walkways. This only comes up because driving down Main Street the last couple of days, I've noticed that the crew taking the brick out to get ready to put in, I guess a pervious surface around a couple of the trees and be that what it may I kind of smiled and I was like, I'm so glad this town has interesting sidewalks, right? Like, now I understand. I just like to hear your comments on like, there's nothing wrong with concrete, but how do you think about that from a preservation standpoint?

Gibson Worsham: Well, the concrete sidewalks that are there now were put in by the congregation. We even know who did it and when at different times. So that's part of the charm of the building is the concrete sidewalks. So that's really what we were thinking concrete. It's never been a brick. They never had [multiple speakers].

Tim Clites: A brick or a flagstone.

Gibson Worsham: They probably just walked on little steppingstones for many, many years before they put the concrete in.

Tim Clites: Well, I wondered that because I wondered like, this question of threshold, I think is always an interesting question and not to make up history, but it was one of the comments I had

around the new doors and kind of the if I remember the last time I was there, there was like a thick wood threshold there.

Gibson Worsham: They're concrete actually.

Tim Clites: It is concrete?

Gibson Worsham: Both thresholds are concrete.

Tim Clites: Concrete. So, then that makes sense.

Gibson Worsham: We're going to have to make slight alterations. The floor was raised inside not that long ago. And so, there's some adjustment that needs to be made with the door sills. And that'll all be fitted perfectly.

Tim Clites: Yeah.

Gibson Worsham: Won't be visible, but we'll have to it's just a matter of getting it all to line up so that you can roll right in.

Tim Clites: So, the door opens. I guess that's kind of important, right?

Gibson Worsham: Right.

Tim Clites: Yeah, no, I also have to reiterate Bill's comments. Not only do I enjoy the presentation for its content, but it's well put together and easy to read and understand. So, to you and your crew, whoever did that. Thank you.

Gibson Worsham: It wasn't me there. You're looking at her right there. Yeah. [laughter]

Tim Clites: We see a lot, as you can imagine, like a little Historic District. And so, when you see something that's been carefully thought about for its presentation, it's worth noting. What is the next steps? We're going to see you in a month or so. Is there a formal this is a remind me, this is a discussion item.

Rhonda North: So yeah, this was just a pre-application to get any comments the committee may have. We're going to continue to work on the construction documents. Those are supposed to be ready, I believe, in July. We're not going to bring this back to the committee too quickly because your approval is only good for a year. And we still have to, you know, figure out the financing and all of that. But we just wanted to get this before you know, as soon as possible just to make sure that, I mean, we thought we were going in the right direction, but we wanted to make sure that you all also felt like we were headed in the right direction before we get, you know, to some final, final construction documents.

Tim Clites: So great. Thank you. I'm sorry. Punkin.

Punkin Lee: I do have one question. The site lighting. We've not seen anything like. I've never seen anything like that. How does that work? I mean, is it going all around the sidewalk? Is it going?

Gibson Worsham: Kayla why don't you come up and address that.

Punkin Lee: And how tall is it? It just looks kind of.

Kayla McHugh: Yeah. Let me go back to the. I'll stand in front of the mic. I'll go back to the site plan.

Punkin Lee: I mean, I read the dimension, but it just seems.

Kayla McHugh: Yeah. So, they are just little tiny poles that stick about two feet above the ground. They won't be in the way of the path. They'll be offset from the path, but they just are just casting light over the surface of the sidewalk. And the reason we chose that shape was just to minimally, when you're looking at the church, you're not going to see these decorative features that those might be historic. These are just, oh, they're just per site. They're nothing crazy, but they meet the requirements for path lighting.

Punkin Lee: Is it very soft lighting?

Kayla McHugh: Yeah. It's a, that's the purpose of that. The lens on it, it just reduces glare and it will just be a soft light over the surface of the path.

Gibson Worsham: Which we have to provide.

Kayla McHugh: Have to. Yeah.

Punkin Lee: Right. I was just thinking when cars come up the street because there's not much light now. Is it going to be one of those that blind you?

Kayla McHugh: No, no.

Punkin Lee: The even at that height, I mean, if it's total dark and it's.

Gibson Worsham: Just straight down, it's just lighting [off mic].

Punkin Lee: Right?

Kayla McHugh: The fixture is pointed towards the ground. So, you, you really won't even see it from.

Punkin Lee: I was just curious. I've never seen it so.

Kayla McHugh: Yeah.

Punkin Lee: Thought I'd ask. Thank you.

Kayla McHugh: No problem.

Tim Clites: Thank you all. Any other comments? Thank you. Thank you for coming tonight and we look forward to seeing you whenever Rhonda says it's your turn to come back.

Bill Anderson: I have one more.

Tim Clites: One more comment.

Bill Anderson: Have you found when you have projects like this, when you have to re stucco with the real material, finding the proper labor to do that and isn't that probably one of the big, big percentage costs?

Gibson Worsham: It doesn't have to be the biggest cost. It just has to be. There are teams all around that can do that. And then one of the companies actually offers training. And it's not that that different from putting up regular material. So, I don't think that's going to be a big cost item because of the different material. It's just a little bit of training. And the foreman, of course, has to be, have experience in doing this kind of work in order to get the job. That's part of the spec.

Bill Anderson: Yeah. Thank you.

Tim Clites: Thank you all. I'll just pause. I don't want to add to this agenda tonight, but I did after getting the agenda, ask Mr. Moore if he thought it was appropriate to just run through again for the committee. We do have a new member. He certainly behaved himself well in the first couple of meetings, but I thought maybe Mr. Moore could just run us through a few pointers for us to remember. I think specifically around terminology that we use that could be improved given our understanding, which is we often say we like something and there's an appropriateness to why we like it that's good for us to remember how to expand on. But there's probably other things that Mr. Moore will want to chat with us about.

Will Moore: Yeah. Thank you, Mr. Chairman. I don't have much prepared for you this evening. I do intend to either package a staff led training at some point in time this calendar year or have a training program offered to you otherwise. But just quickly and Council Member Pearson, who's unfortunately not here tonight, sometimes helps out with reminding us of this. It's not that it's not okay to say you like something. If you like something, you can say you like it, but there needs to be something more to your reasoning and something more explanatory to the applicant as to your reasoning for saying you like or dislike something. So, you know your discussion of the paint colors for the South Madison Street application tonight was actually perfect. I mean, it was the way something should go, and it was, you know, there was discussion of softening it or getting it to better highlight the stone, things like that. As long as there's reasoning to accompany your statement that you like or don't like something that's perfectly fine. Hopefully, those reasons can also be tied to our design guidelines. So, I would just simply ask you, I can only imagine that when you get your application package you probably skip the staff memo, you probably skip the survey sheet, and you go right to the plans. And that's what I do when I get an application, it comes in is I go right to the plans. But please at least circle back to those items because Amy put some time and effort into trying to give you at least citations from the guidelines that staff thinks that you should look at. And please regularly go to those guidelines make it a habit of yours when you're doing your review before a meeting to look at the guidelines yourself and just understand that to make actions defensible, you know, it's really important that we do that. So, but I don't want to give you the false impression that we think you don't do a good job at all. In fact, it's quite the opposite. And we greatly appreciate your time, but just continually being

cognizant of avoiding just the statement of I like or don't like something, just as long as you supplement that with good reasoning and hopefully that reasoning is tied back to your guidelines.

Tim Clites: Well, thank you for that explanation. A little bit of a reminder. I think it's always good for all of us. So, thanks for taking the time to do that. Staff have anything else for us? Our next meeting quorum, confirm May 7th. If you can't make it let staff know and we'll try to make sure we have a quorum. And with that, we're adjourned. Nice.