

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, June 5, 2024

A meeting of the Berryville Architectural Review Board was held on Wednesday June 5, 2024 at 12:30 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

Attendance

The following members of the Board were present: Susan Godfrey, Chair; Robin McFillen, Vice Chair; Jon Burge, Satkuna Mather

Member absent: Mary Serock

Press present: None

Staff present: Christy Dunkle, Community Development Director

Call to Order

Chair Godfrey called the meeting to order at 12:32 p.m.

Approval of Agenda

Chair Godfrey asked for a motion to approve the agenda. Ms. Mathur made the motion, seconded by Mr. Burge, to approve the agenda as presented. The motion passed by voice vote.

Approval of Minutes

Vice Chair McFillen made the motion to approve the minutes of the April 3, 2024 meeting as presented, seconded by Mr. Burge, the motion passed by voice vote.

Sign Review

Christina Kraybill (Berryville Main Street) is requesting a Certificate of Appropriateness for a projecting sign at the property located at 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77 zoned C General Commercial.

Ms. Dunkle said that the Berryville Main Street sign blew down and they are requesting approval of a new sign in its place. She said it will be no larger than the previous sign. There was a discussion about the bracket that will be used for the installation. Ms. Dunkle said that the incubator business who will be located in the space will likely use the bottom portion of the sign, adding that the sign must be at least 8'-6" above the sidewalk.

There being no further discussion, Vice Chair McFillen made the motion, seconded by Ms. Mathur, to approve the request as presented. The motion was approved by voice vote.

Architectural Review

Jonathan Fausey, Agent (VLM Properties, LLC), is requesting a Certificate of Appropriateness in order to construct an addition at the property located at 15 Academy Street, identified as Tax Map Parcel number 14A2-((A))-64, zoned C General Commercial.

Ms. Dunkle said that Mr. Fausey has completed the purchase of 15 Academy Street. She said the applicant was issued a Certificate of Appropriateness for new aluminum-clad windows to install on the principal structure. She said that he is planning on putting an addition on the rear of the property and has requested approval for materials. She distributed drawings to members and discussed the additional windows, roof, siding, and gutters. There was a discussion about the type of standing seam the roof should have. Mr. Burge recommended that flat panel option which matches the roof on the existing structure. There was consensus of the siding and gutter choices.

There being no further discussion, Mr. Burge made the motion to approve the siding, gutters, and additional windows with the recommendation that the flat panel standing seam material be used. The motion was seconded by Vice Chair McFillen and passed by voice vote.

Other

There were no other items.

Adjourn

There being no further discussion, Chair Godfrey adjourned the meeting at 12:45 p.m.

Susan Godfrey, Chair

Christy Dunkle, Recording Secretary