



Architectural Review Board

MEETING AGENDA

Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Main Meeting Room
Regular Session

May 7, 2025

12:30 PM

Item

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1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes- February 5, 2025**
 ARB Minutes February 5, 2025 Draft
4. **Roof Review**
 Duncan Memorial United Methodist Church
5. **Rood Review**
 Martine Bourdeau
6. **Sign Review**
 Eddlis LLC
7. **Fence Review**
 Rugged Fence
8. **Other**
9. **Adjourn**

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF ORGANIZATIONAL MEETING
Wednesday, February 5, 2025

The organizational meeting of the Berryville Architectural Review Board was held on Wednesday, February 5, 2025 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: Jon Burge, Susan Godfrey, Satkuna Mathur, Mary Serock

Member absent: Robin McFillen

The following staff member was present: Terry Russell, Community Development Director

Call to Order

Mr. Russell called the meeting to order at 12:30 p.m.

Election of Officers

Mr. Russell asked for nominations for chair and vice chair. After discussion, Mr. Burge made the motion, seconded by Ms. Mathur, to retain Ms. Godfrey as chair. Ms. Serock made the motion seconded by Mr. Burge to retain Ms. McFillen as vice chair. The motion passed by voice vote.

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

Mr. Burge made the motion to approve the minutes of the December 4, 2024 meeting as amended, seconded by Ms. Serock, the motion passed by voice vote.

Approval of the 2025 Calendar of Meetings


Ms. Serock made the motion to approve the proposed calendar of meetings for 2025, seconded by Ms. Mathur. The motion passed by voice vote.

Other

There were no cases to consider and no further discussion.

Adjourn

There being no further discussion, Ms. Serock made the motion to adjourn the meeting at 1:00 p.m.



Susan Godfrey, Chair

Terry Russell, Recording Secretary