

BERRYVILLE PLANNING COMMISSION
Berryville-Clarke County Government Center
Regular Meeting Minutes
July 22, 2025

A meeting of the Berryville Planning Commission was held on Tuesday, July 22, 2025 at 7:00 p.m. at the Berryville-Clarke County Government Center in Berryville.

Attendance: Members of the Planning Commission present: William Steinmetz, Michael Bell, Gwen Malone, Michelle Marino, Dana Libby, Tim Sinclair

Absent: William Gilpin, Tom Parker

Staff present: Terry Russell, Community Development Director

Press present: none

1. Call to Order – Chair Steinmetz

Mr. Steinmetz called the meeting to order at 7:00 p.m.

2. Approval of Agenda

Ms. Malone made the motion to approve the agenda as presented, seconded by Mr. Bell. The motion passed by voice vote.

3. Approval of Meeting Minutes

Mr. Sinclair made the motion to approve the minutes of the January 28, 2025 meeting as presented, seconded by Ms. Malone. The motion passed by voice vote.

4. Set Public Hearings

Nova Power Systems, Inc., is requesting a Special Use Permit in order to allow a contractor's establishment with outdoor storage (Section 609.3(a) of the Town of Berryville Zoning Ordinance) on the property located at 3 Cattleman's Lane, identified as Tax Map Parcel number 14A3-((A))-17, zoned L-1 Industrial. SUP 01-25

Ms. Marino moved that the Planning Commission of the Town of Berryville set a public hearing for August 26, 2025. Ms. Malone seconded the motion. The motion passed by voice vote.

Matthew and Deborah Renzi, Owners, are requesting an amendment to a special use permit per Section 604.3(g) of the Berryville Zoning Ordinance in order to change the hours of operation for a home occupation (fitness classes) at the property located at 308 Breckinridge Court, identified as Tax Map Parcel number 14A7-((2))-64, zoned DR-4 Detached Residential. SUP 03-24

Mr. Bell moved that the Planning Commission of the Town of Berryville set a public hearing for August 26, 2025. Ms. Malone seconded the motion. The motion passed by voice vote.

5. Citizens' Forum

There were no comments.

6. Planning Update

Mr. Russell presented information related to Senate Bill SB974, passed by the Virginia General Assembly that amended the Code of Virginia effective July 1, 2025.

Mr. Sinclair moved that the Planning Commission of the Town of Berryville sponsor text amendments to the Subdivision Ordinance, and other ordinances as may be found necessary, in response to the changes in the Code of Virginia that became effective July 1, 2025, and that the Town Staff bring proposed amendments to the Planning Commission to set a public hearing at a future meeting. Ms. Marino seconded the motion. The motion passed by voice vote.

7. Other

There was no other business.

8. Adjourn

Ms. Malone made the motion to adjourn the meeting, seconded by Mr. Bell. The meeting was adjourned at 7:47 p.m.

William Steinmetz, Chair

Terry Russell, Secretary