

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MEETING MINUTES
Wednesday, October 1, 2025

A meeting of the Berryville Architectural Review Board was held on Wednesday, October 1, 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: Susan Godfrey, Satkuna Mathur, Robin McFillen and Mary Serock

Member absent: Jon Burge

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

Call to Order

Chairman Godfrey called the meeting to order at 12:30 p.m.

Approval of Agenda

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

Approval of Minutes

Ms. Mature made the motion to approve the minutes of the July 2, 2025 meeting, seconded by Ms. Serock, the motion passed by voice vote.

Porch Enclosure

Freddie Ciampi is requesting a Certificate of Appropriateness in order to enclose an open porch, located at 740 East Main Street, identified as Tax Map Parcel number 14A3-((A))-36 zoned DR-2 Residential District.

Ms. McFillen made the motion, seconded by Ms. Mathur, that the request be approved and a Certificate of Appropriateness be issued by the Zoning Administrator when the applicant presents evidence that the windows will be wood core and the siding will match on all sides.

Porch Removal

Anna Chen is requesting a Certificate of Appropriateness in order to remove an existing porch, located at 316 South Church Street, identified as Tax Map Parcel number 14A5-((A))-55 zoned R-2 Residential District.

The Board discussed the request but requested more information regarding the treatment roof over the front door and the front stoop. They expressed support and authorized the Zoning Administrator to circulate evidence when received and issue a Certificate of Appropriateness when the information is determined to be satisfactory.

Sign

Lauren “Ren” FelizDurishin, Agent, McLean Wiesman, LLC, owner, for a sign, located at 13 S. Church Street, identified as Tax Map Parcel number 14A5((A))12 zoned C General Commercial District.

Board authorized the Zoning administrator to issue a Certificate of Appropriateness based on the discussion at the meeting when adequate information is provided by the applicant.

Other

There were no cases to consider and no further discussion.

Adjourn

There being no further discussion, the meeting was adjourned at 1:36 p.m.

Susan Godfrey, Chair

Terry Russell, Recording Secretary