



Architectural Review Board

MEETING AGENDA

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

May 6, 2026

12:30 PM

Item

Page

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**1. Call to Order**

**2. Approval of Agenda**

**3. Approval of Minutes**

**4. Sign**

Lavish, by Sarah Preast, 15 Crow Street, is requesting a Certificate of Appropriateness for an awning with sign, located at 15 Crow Street, identified as Tax Map Parcel Number 14A((A))19 zoned C General Commercial District.

**5. Interpretive Panel and Free Library**

Clarke County Historical Association, by Nathan Stalvey, is requesting a Certificate of Appropriateness for an Interpretive Panel and a Free Library, located at 32 East Main Street, identified as Tax Map Parcel Number 14A2((A))74 zoned C General Commercial District.

**6. Demolition 120 West Main Street**

120 West Main Street, by Kenneth & Melanie Livingston, is requesting a Certificate of Appropriateness in order to demolish an existing structure garage that is attached to neighbors garage/apartment on the property line, and replace with a storage shed, located at 120 West Main Street, identified as Tax Map Parcel number 14A1-A-40, zoned R-2 Residential District.

**7. Other**

**8. Adjourn**

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, April 1, 2026**

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The regular meeting of the Berryville Architectural Review Board was held on Wednesday, April 1, 2026 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, Robin McFillen, Satkuna Mathur, and Mary Serock

Member absent: Jon Burge

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

**Call to Order**

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

**Approval of Agenda**

Chair Godfrey asked for a motion to approve the agenda amended to include the Clarke County Easement Authority temporary sign. Ms. Mathur made the motion, seconded by Ms. McFillon, to approve the amended agenda. The motion passed by voice vote.

**Approval of Minutes**

Ms. McFillen made the motion to approve the minutes of the March 4, 2026 meeting, seconded by Ms. Mathur. The motion passed by voice vote.

**Temporary Sign**

**Lorien Lemmon (Clarke County Easement Authority) is requesting a Certificate of Appropriateness to install a temporary sign at the property located at 400 East Main Street identified as Tax Map Parcel number 14A3((A))18 zoned C General Commercial District.**

Ms. McFillen made a motion to approve the request. Ms. Serock seconded the motion. The motion passed by voice vote.

**Sign**

**Erika Marie Ceramics, by Erika Dirnagl, applicant, is requesting a Certificate of Appropriateness for a sign, located at 11 South Church Street, identified as Tax Map Parcel Number 14A5((A))11 zoned C General Commercial District.**

Ms. Serock made a motion to approve the request. Ms. Mathur seconded the motion. The motion passed by voice vote.

**Other**

There were no other cases to consider and no further discussion.

**Adjourn**

The meeting was adjourned at 12:45 pm

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Susan Godfrey, Chair

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Terry Russell, Recording Secretary

**Sign**  
**May 6, 2026**

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**Lavish, by Sarah Preast, is requesting a Certificate of Appropriateness for an awning with sign, located at 15 Crow Street, identified as Tax map Parcel Number 14A((A))19 zoned C General Commercial District.**

The applicant is requesting a Certificate of Appropriateness for an awning with a sign as shown in the attached picture.

TOWN OF BERRYVILLE

101 CHALMERS COURT, SUITE A \* BERRYVILLE VA 22611  
Phone (540) 955-4081 \* Fax (540) 955-4524 - E-mail: planner@berryvilleva.gov

HISTORIC DISTRICT SIGN PERMIT APPLICATION

Please Note: This is an application only. The permit will be issued only if approved by the Zoning Administrator and after review and recommendation from the Architectural Review Board.

To be completed by Applicant: Date 5/1/24, 20\_\_\_\_  
Applicant's Name: Sarah Hogue  
Name of business for which the signage is being requested: Lanish Studios  
Applicant's Address: 15 Crow Street  
Telephone Number: 540 277 2114 E-mail: spreast917@gmail.com  
Property Owner's Name: SNeena Jassal  
Property Owner's Address: Vlehna VA

Application is hereby made for a permit to erect ( ) or remodel ( ) a sign as described below:

Total # of Requested Signs: 1 Fee: \_\_\_\_\_

Please include a copy of the following information for each sign requested:

- Scale color illustration of the sign, indicating the material, dimensions (including square footage), the location of the sign (including minimum 8'-6" above all sidewalks or rights-of-way for projecting signs), type of sign (freestanding, hanging, wall, etc.) and method of mounting
- Color chips if applicable
- Illustration and details of the proposed illumination, if any

Sign Company/Telephone: \_\_\_\_\_

Signature of Applicant: [Signature]

TO BE COMPLETED BY ZONING ADMINISTRATOR

Street Address: \_\_\_\_\_

Tax Map #: \_\_\_\_\_

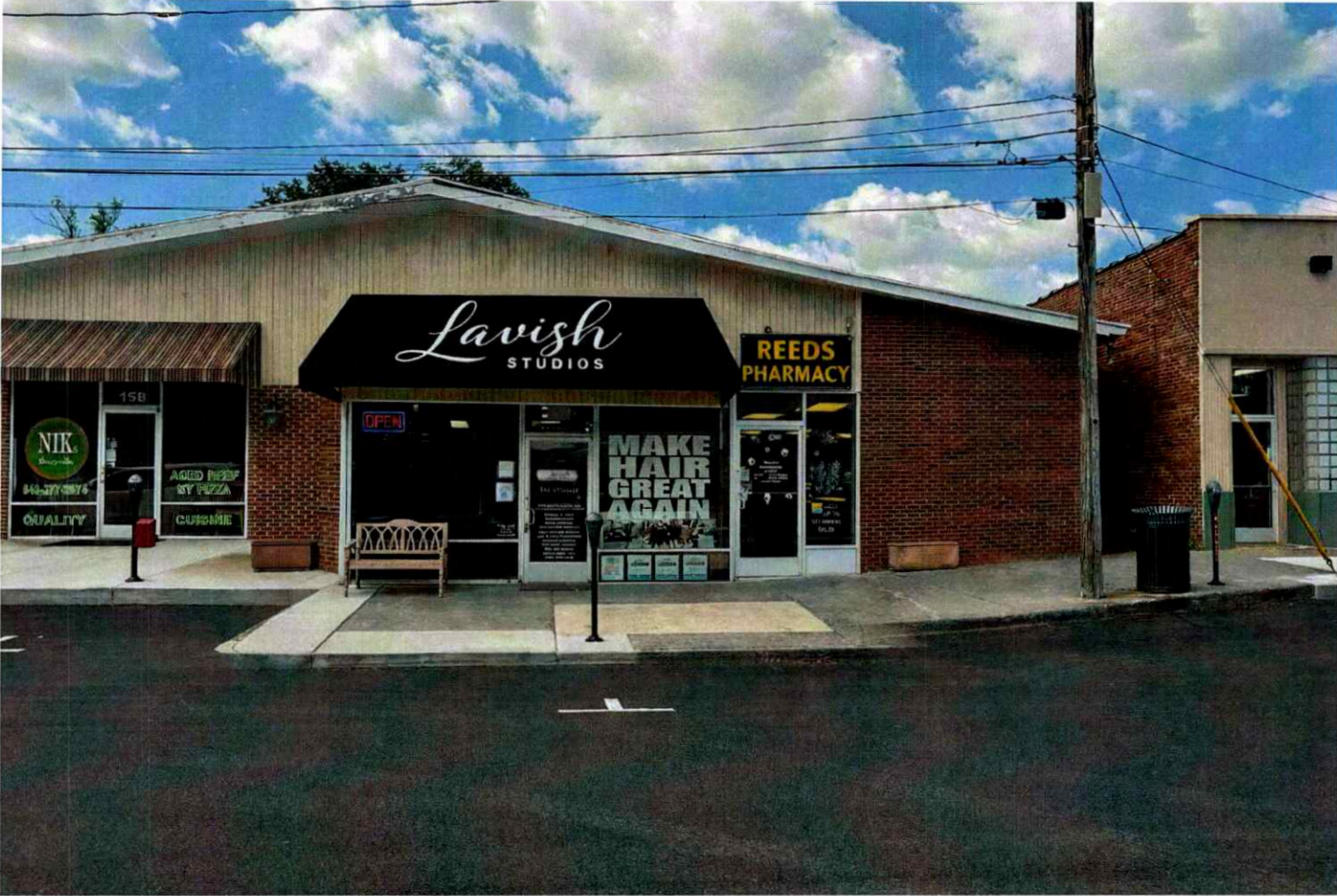
Zoning Designation: \_\_\_\_\_

Applicable Regulations: \_\_\_\_\_

Other Conditions: \_\_\_\_\_

This Sign Permit is approved ( ) denied ( ) for the sign described on the property indicated above. If denied, for the following reason(s): \_\_\_\_\_

Signature of Zoning Administrator: \_\_\_\_\_





**Interpretive Panel and Free Library  
May 6, 2026**

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**Clarke County Historical Association, by Nathan Salvey, is requesting a Certificate of Appropriateness for an Interpretive Panel and a Free Library, located at 32 East Main Street, identified as Tax Map Parcel Number 14A2((A))74 zoned C General Commercial District.**

The applicant is requesting a Certificate of Appropriateness for an interpretive panel and a free library as shown in the attached pictures.

TOWN OF BERRYVILLE

101 CHALMERS COURT, SUITE A \* BERRYVILLE VA 22611  
Phone (540) 955-4081 \* Fax (540) 955-4524 - E-mail: planner@berryvilleva.gov

ARCHITECTURAL REVIEW BOARD APPLICATION

Please note: This is an application only. The permit will be issued only if approved by the Zoning Administrator and after review and recommendation from the Architectural Review Board.

To be completed by Applicant:

Date 4-3, 2026  
Applicant's Name: Nathan Stalvey  
Company/Organization: CLARK COUNTY HISTORICAL ASSOCIATION  
Applicant's Address: 37 East Main St., Berryville, VA 22611  
Telephone Number: 540-955-2600 e-mail: director@clarkhistory.org

As the legal representative legal owner of the owner of the property for which this application is being made, I hereby grant my permission to the applicant to apply to the Architectural Review Board. I am familiar with the project and permit the applicant to complete any necessary work for which this application is being submitted.

Property Owner's Signature: [Signature]  
Property Owner's Address: 37 East Main Street Telephone: 540-955-2600  
Project Location: 37 East Main St. Use: Signage/Library Zoning: \_\_\_\_\_  
District: Berryville

Project Type (check all that apply)

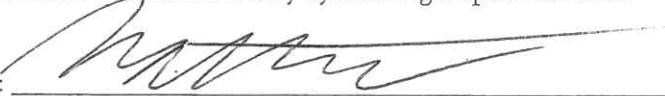
- New Construction:
  - Primary Structure (house, commercial building)
  - Secondary Structure (shed, garage)
- Addition to an existing structure:
  - Primary structure (house, commercial building)
  - Secondary structure (shed, garage)
- Alterations to an existing structure.
- Demolition of an existing structure.
- Amendments to a previously approved application.

Please describe the request of the application: Installation of 5' x 3' outdoor  
interpretive history panel. Installation of 5' high  
small free library.

(OVER)

**Submittals**

- Drawings – six (6) scale copies of elevations of proposed structures or modifications.
- Site Plan – six (6) scale copies of site modifications including building footprints, fence locations, and walkway locations.
- Material/color samples or illustrations as applicable including but not limited to cut sheets of new windows, doors, roof materials (shingles, standing seam metal, etc.), and outdoor lighting fixtures.
- Photographs of existing structure (if applicable) and site conditions.
- For a demolition project, please submit photographs depicting all elevations of the building proposed for demolition, any post-demolition plans for the site, and, if applicable, any information on new construction proposed for the site.
- Any additional information deemed necessary by Planning Department staff.

Signature of Applicant: 

Date: 4-3-26

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**TO BE COMPLETED BY ZONING ADMINISTRATOR**

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Street Address: \_\_\_\_\_

Tax Map #: \_\_\_\_\_

Zoning Designation: \_\_\_\_\_

Applicable Regulations: \_\_\_\_\_

Other Conditions: \_\_\_\_\_

This Sign Permit is approved ( ) denied ( ) for the sign described on the property indicated above. If denied, for the following reason(s): \_\_\_\_\_

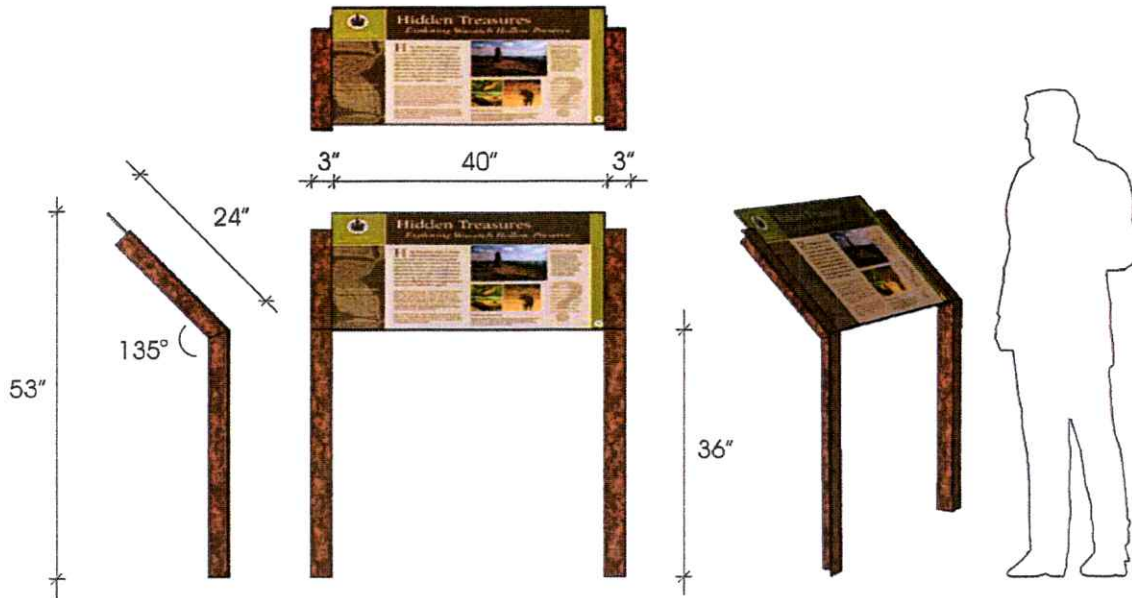
Signature of Zoning Administrator: \_\_\_\_\_




Site of 3' x '2 Interpretive Panel



Site of Free Library



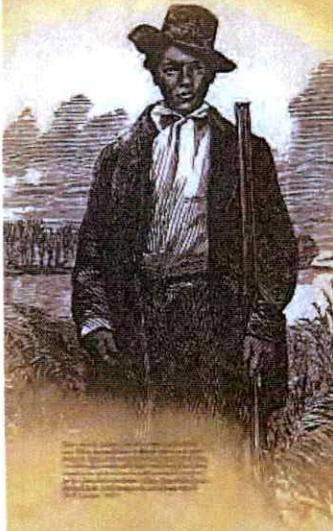
B-1 Wayside Interpretive



## THE LONG ROAD TO FREEDOM

# An Enslaved Man Helps Capture Confederate Partisan Leader


**1 STORY**  
THOUSAND VOICES



In addition to the roughly 200,000 African Americans who served in the U.S. Army and Navy during the Civil War, including nearly 100 from Clarke County, VA, countless African American civilians also contributed significantly to the Union war effort. Among them was Sam, an enslaved man from Clarke County.

In early April 1863, Sam came to Berryville to buy coffee and sugar from the "poor Suttler." When Lieutenant David Powell, Twelfth West Virginia Infantry, who served as the Union provost marshal in Berryville, asked Sam who he was buying the items for, Sam told Powell that he had been sent by his enslaver, who lived east of Berryville near the Shenandoah River, to purchase the items for Captain Andrew Leopold, a Confederate partisan leader, and seven of his men. Throughout March and early April of that year, Leopold had launched numerous attacks against Unionist civilians in the area.


When Union General Robert H. Milroy, who commanded Union troops in the northern Shenandoah Valley during the first half of 1863, learned about Sam from Lieutenant Powell, he offered Sam a \$50 reward for any information that could lead to Leopold's capture. When Milroy discovered that Sam could directly guide Union troops to Leopold, he increased the reward to \$80.



On the night of April 21, 1863, Sam helped guide Union troops to Leopold's hideout near the Shenandoah River east of Berryville. After being captured, Leopold was sent to Fort McHenry in Baltimore, tried for murder, found guilty and subsequently executed in May 1864.

While Sam played a significant role in Leopold's capture, his involvement cost him his life. When Leopold's partisans discovered Sam's role, they found him and killed him.

Sam's contributions to the Union war effort and his sacrifice highlight the vital roles that countless African American civilians in the Shenandoah Valley played in the fight for Union and emancipation.



**Demolition and New Shed  
May 6, 2026**

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**120 West Main Street, by Kenneth & Melanie Livingston, is requesting a Certificate of Appropriateness in order to demolish an existing structure garage that is attached to neighbor's garage/apartment on the property line, and replace with a storage shed, located at 120 West Main Street, identified as Tax Map Parcel number 14A1((A))40, zoned R-2 Residential District.**

The applicant is requesting a Certificate of Appropriateness in order to demolish a structure and erect a new shed as shown in the attached plans and pictures.

TOWN OF BERRYVILLE

101 CHALMERS COURT, SUITE A \* BERRYVILLE VA 22611  
Phone (540) 955-4081 \* Fax (540) 955-4524 - E-mail: planner@berryvilleva.gov

ARCHITECTURAL REVIEW BOARD APPLICATION

Please note: This is an application only. The permit will be issued only if approved by the Zoning Administrator and after review and recommendation from the Architectural Review Board.

To be completed by Applicant:

Date 5/1/20, 2020  
Applicant's Name: Kenneth & Melanie Livingston  
Company/Organization: \_\_\_\_\_  
Applicant's Address: 120 W. Main St. Berryville  
Telephone Number: 540.550.5519 Hm 955.2148 e-mail: kenliv@icloud.com

As the  legal owner \_\_\_\_\_ legal representative of the owner of the property for which this application is being made, I hereby grant my permission to the applicant to apply to the Architectural Review Board. I am familiar with the project and permit the applicant to complete any necessary work for which this application is being submitted.

Property Owner's Signature: [Signature]  
Property Owner's Address: 120 W. Main St. Telephone: same  
Project Location: 120 W. Main St. Use: Residential Zoning: R2  
District: \_\_\_\_\_

Project Type (check all that apply)

- New Construction:
  - Primary Structure (house, commercial building)
  - Secondary Structure (shed, garage)
- Addition to an existing structure:
  - Primary structure (house, commercial building)
  - Secondary structure (shed, garage)
- Alterations to an existing structure.
- Demolition of an existing structure. Garage
- Amendments to a previously approved application.

Please describe the request of the application: Demo of garage that is attached to neighbors garage/apartment. On property line. Construct a new storage shed on east side

(OVER)

**Submittals**

- Drawings – six (6) scale copies of elevations of proposed structures or modifications.
  
- Site Plan – six (6) scale copies of site modifications including building footprints, fence locations, and walkway locations.
  
- Material/color samples or illustrations as applicable including but not limited to cut sheets of new windows, doors, roof materials (shingles, standing seam metal, etc.), and outdoor lighting fixtures.
  
- Photographs of existing structure (if applicable) and site conditions.
  
- For a demolition project, please submit photographs depicting all elevations of the building proposed for demolition, any post-demolition plans for the site, and, if applicable, any information on new construction proposed for the site.
  
- Any additional information deemed necessary by Planning Department staff.

Signature of Applicant: 

Date: 5/1/20

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**TO BE COMPLETED BY ZONING ADMINISTRATOR**

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Street Address: \_\_\_\_\_

Tax Map #: \_\_\_\_\_

Zoning Designation: \_\_\_\_\_

Applicable Regulations: \_\_\_\_\_

Other Conditions: \_\_\_\_\_

This Sign Permit is approved ( ) denied ( ) for the sign described on the property indicated above. If denied, for the following reason(s): \_\_\_\_\_

Signature of Zoning Administrator: \_\_\_\_\_

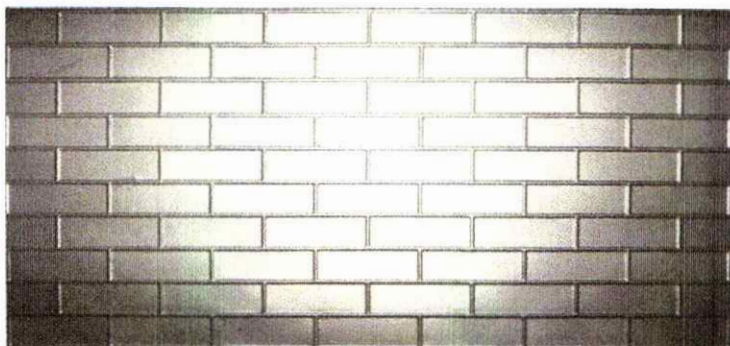
## EXTERIOR SIDING

### Pressed Brick

Sheet Size 28" x 60"  
Brick Size 2 3/4" x 8 1/2"

Galv. \$49.50

Copper \$148.50

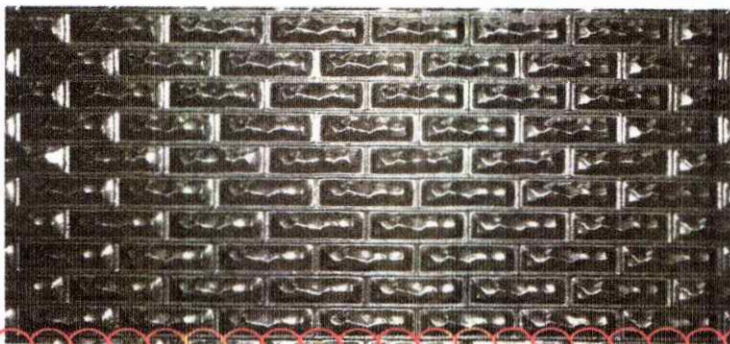


### Rock-Faced Brick

Sheet Size 28" x 60"  
Brick Size 2 3/4" x 8 1/2"

Galv. \$49.50

Copper \$148.50

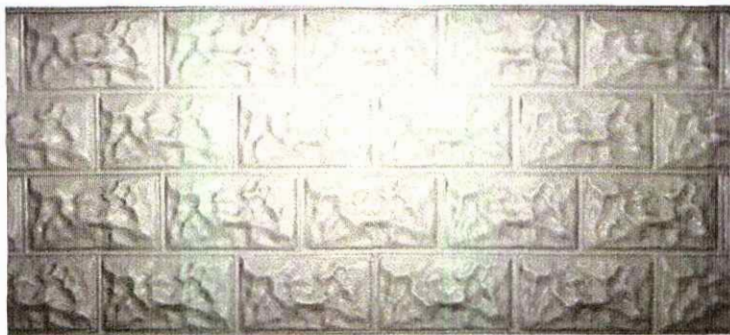


### Pitch-Faced Stone

Sheet Size 28" x 60"  
Stone Size 7" x 12"

Galv. \$49.50

Copper \$148.50

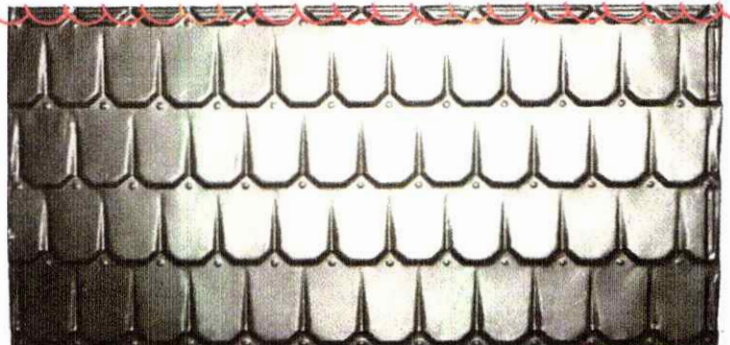


### No. 3 Cluster Shingle

Sheet Size 24" x 48"  
Shingle Size 4" x 5 1/2"

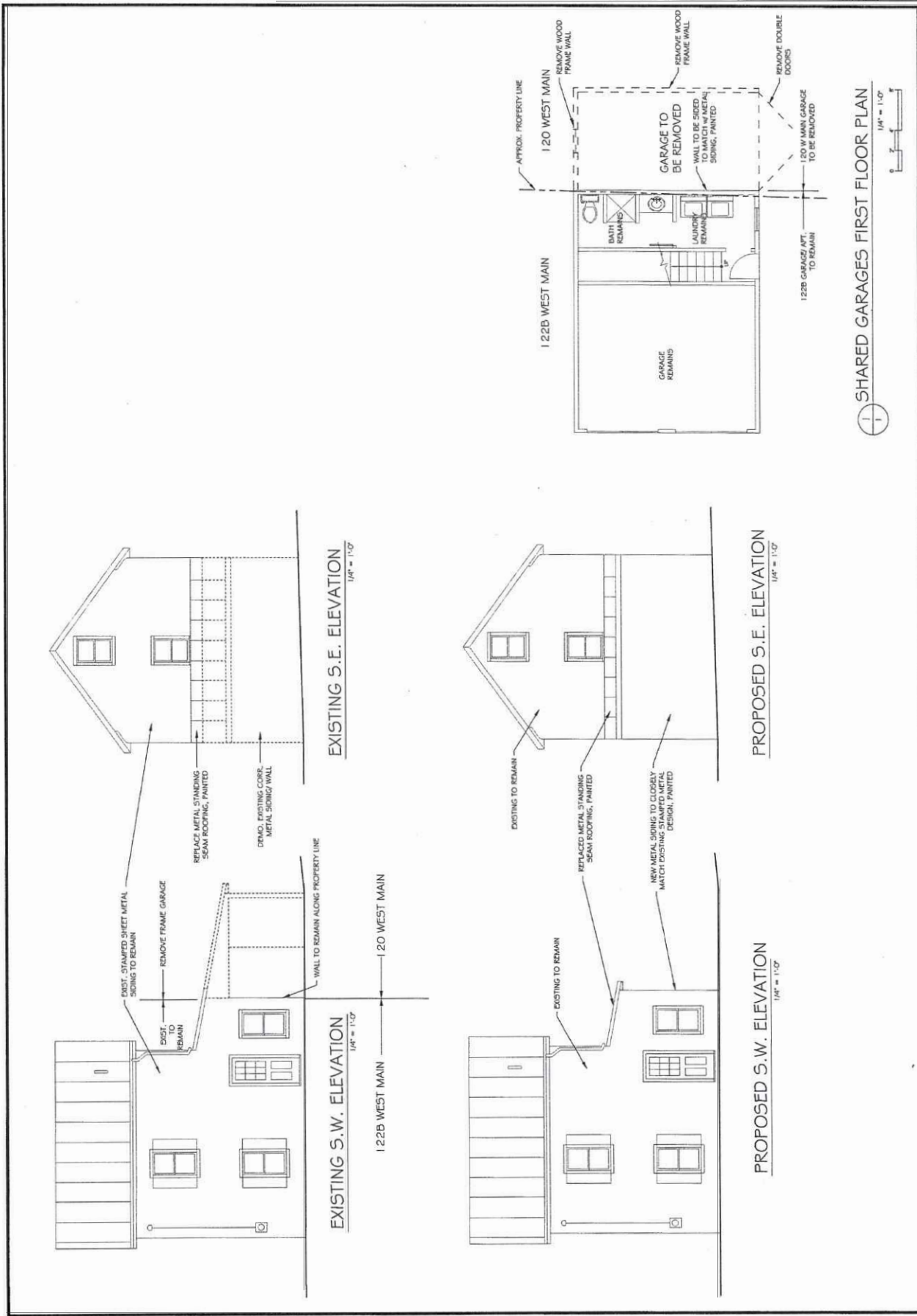
Galv. \$48.00

Copper \$144.00



**PLEASE NOTE:** Galvanized steel from the factory can vary in color and shine from one piece to another. If left unpainted they may discolor unevenly after installation. If color variation is not acceptable, we recommend the galvanized be painted.

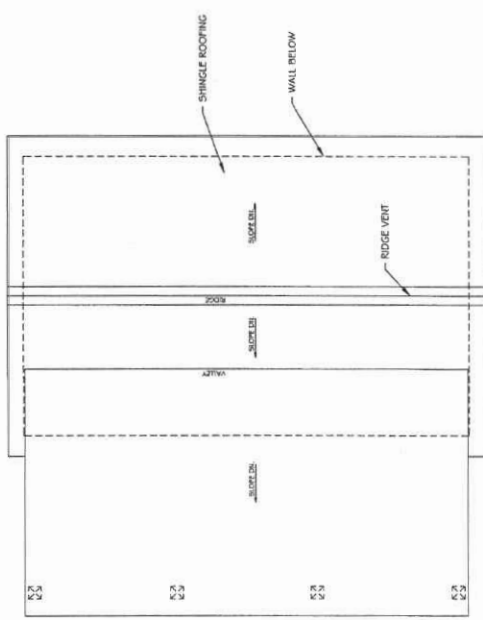




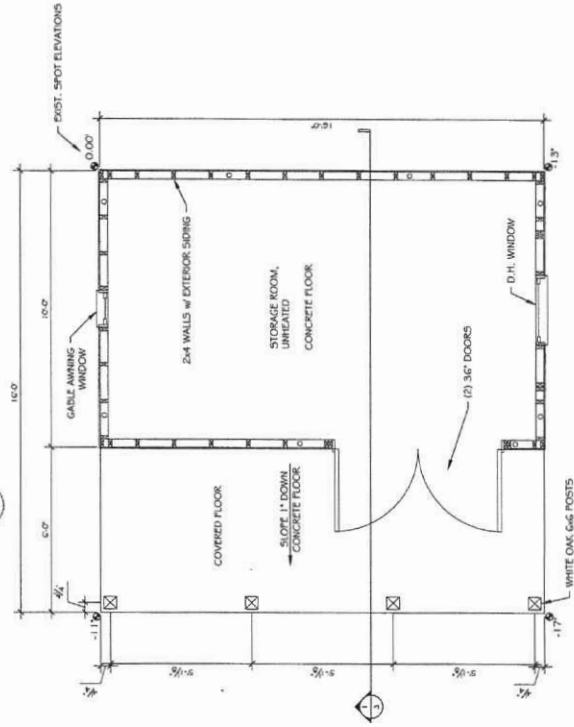
Livingston Residence - ARB APPLICATION FOR MAY 6, 2026 MEETING  
 120 West Main Street Berryville, Clarke County, Virginia

NO. 4-26-2026  
 DATE AS NOTED  
 SCALE PER PLAN  
 SHEET NO. 2

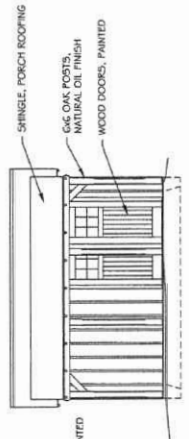
NO.	DATE	DESCRIPTION



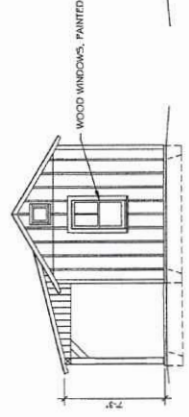
1 ROOF PLAN



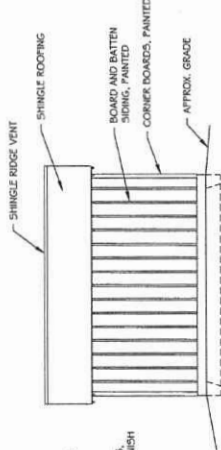
2 FLOOR PLAN  
 STORAGE SHED 1/2" = 1'-0"



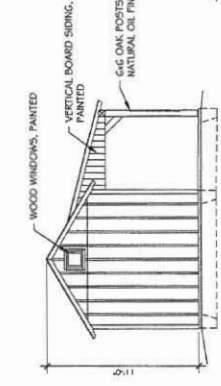
N.W. ELEVATION  
 1/4" = 1'-0"



S.W. ELEVATION  
 1/4" = 1'-0"



S.E. ELEVATION  
 1/4" = 1'-0"

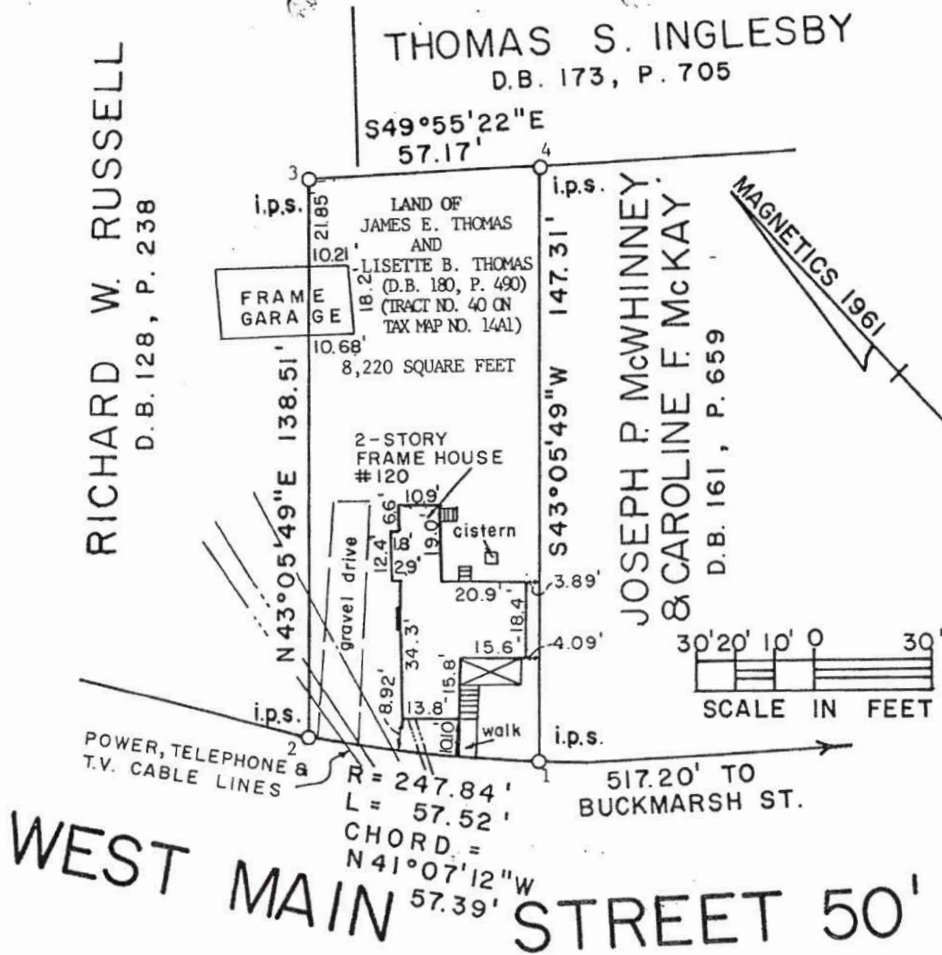


N.E. ELEVATION  
 1/4" = 1'-0"

STORAGE SHED

RICHARD W. RUSSELL  
D.B. 128, P. 238

THOMAS S. INGLESBY  
D.B. 173, P. 705



The above Tract of land, located on the Northeast side of West Main Street in the Town of Berryville, Clarke County, Virginia; is bounded as follows:

Beginning at (1) an iron peg set on the Northeast side of West Main Street and a corner to the land of Joseph P. McWhinney and Caroline F. McKay; thence with the Northeast side of West Main Street with a curve to the Right, the radius of which is 247.84 feet, for a distance of 57.52 feet, the Chord Bearing and Distance being N 41 deg. 07 min. 12 sec. W 57.39 feet to (2) an iron peg set on the Northeast side of West Main Street and a corner to the land of Richard W. Russell; thence with the land of Richard W. Russell N 43 deg. 05 min. 49 sec. E 138.51 feet to (3) an iron peg set; thence still with the land of Richard W. Russell and then with the land of Thomas S. Inglesby S 49 deg. 55 min. 22 sec. E 57.17 feet to (4) an iron peg set in the line of the land of Thomas S. Inglesby; thence with the land of Joseph P. McWhinney and Caroline F. McKay S 43 deg. 05 min. 49 sec. W 147.31 feet to the point of beginning, containing 8,220 Square Feet, more or less.

NOTE: THIS LOT IS NOT IN HUD FLOOD ZONE "A".

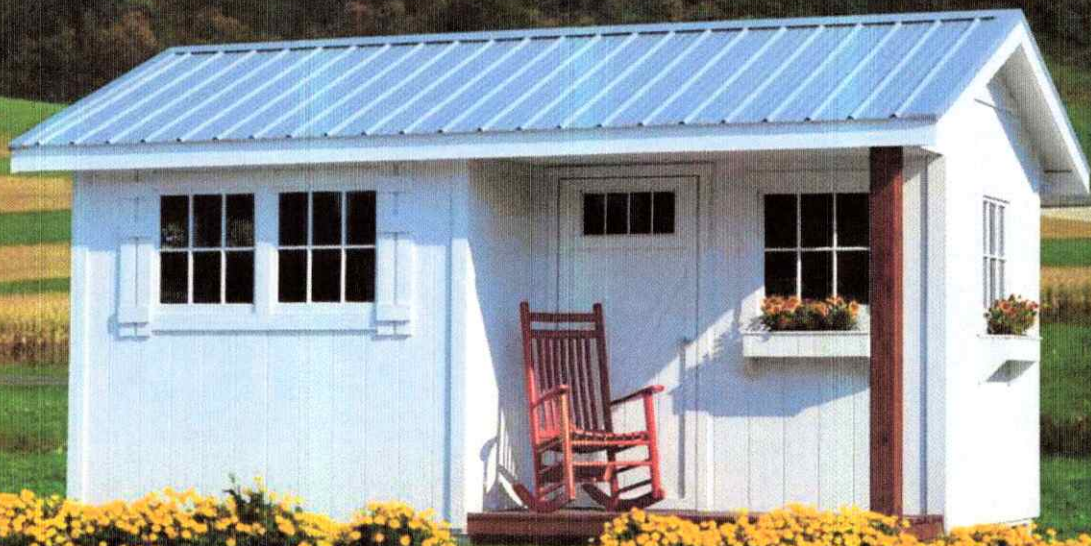
SURVEY NO. 9827

RICHARD U. GOODE,  
CERTIFIED LAND SURVEYOR  
BERRYVILLE, VIRGINIA  
MARCH 30, 1988

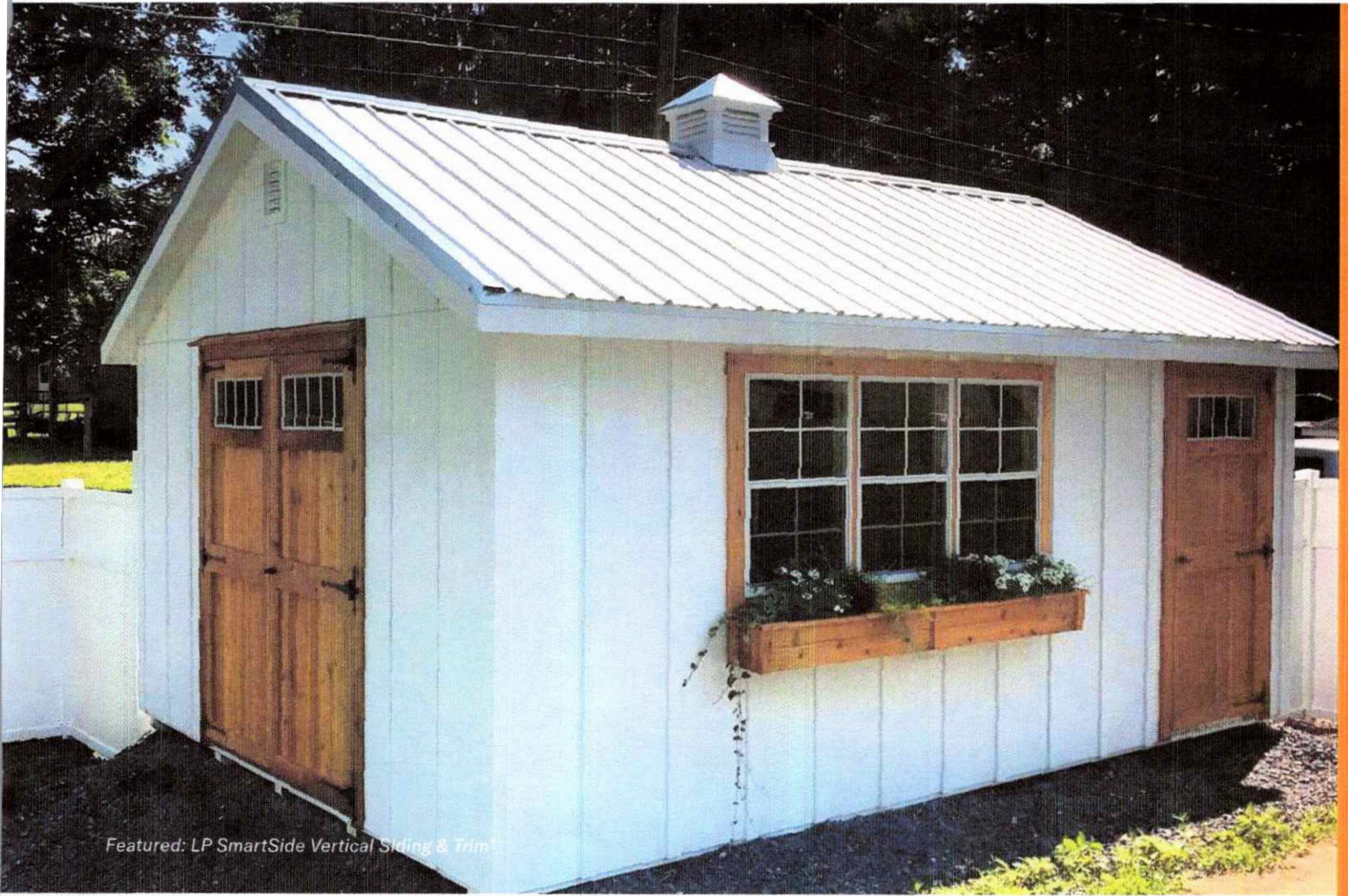




# QUALITY YOU CAN SEE INSIDE AND OUT



**LP** Outdoor Building  
Solutions



Featured: LP SmartSide Vertical Siding & Trim\*

## ALIGN YOUR SHED'S LOOK WITH POPULAR STYLES

*Board & Batten*

LP® SmartSide® Vertical Siding\*\* lets you re-create the charming appearance of board and batten while providing the added protection of the SmartGuard® process.



**CEDAR TEXTURE  
VERTICAL SIDING**



**SMOOTH FINISH  
VERTICAL SIDING**

\*LP® SmartSide® Trim complements vertical siding to complete the board and batten style.

\*\*Vertical Siding must be applied over min. 7/16 Category Wood Structural Panel. See Technical Note #028.

May 1, 2026

Dear Clarke County/Berryville ARB (Architectural Review Board),

My wife Kim and I give full approval to our neighbor Ken Livingston's (of 120 W Main St, Berryville, VA) request to demolish his garage structure. We have a vested interest in its demolition, as its age and condition, and the fact that it is attached to our building via a shared (common) wall, have adversely affected our building (decay, frozen/burst plumbing). Therefore, we heartily approve of Ken's demolition and removal of the lean-to portion.

Sincerely,

Tim and Kim Chambers

122 W Main St, Berryville, VA 22611

M: 703-258-2566