

Town of Berryville
Berryville-Clarke County
Government Center
101 Chalmers Court Suite A
Berryville, VA 22611



[T] 540/955-1099
[F] 540/955-4524
[E] info@berryvilleva.gov

www.berryvilleva.gov

Town of Berryville
ARCHITECTURAL REVIEW BOARD
Regular Meeting

Wednesday, October 7, 2015 - 12:30 p.m.
101 Chalmers Court - Meeting Rooms AB – Second Floor

AGENDA

1. **Call to Order** – Jim Barb, Chair
2. **Approval of Agenda**
3. **Approval of Minutes** – August 5, 2015
4. **Election of Vice Chair**
5. **Sign Review**
Linda Miller, Agent, Washington Square Apartments, is requesting a Certificate of Appropriateness in order to replace a freestanding sign for Washington Square Apartments located at 102 East Main Street identified as Tax Map Parcel number 14A2-((A))-76, zoned C General Commercial.
6. **Other**
7. **Adjourn**

Wilson Kirby
Mayor

Harry Lee Arnold, Jr.
Recorder

Council Members

Douglas A. Shaffer
Ward 1

H. Allen Kitzelman, III
Ward 2

Mary L.C. Daniel
Ward 3

David L. Tollett
Ward 4

Keith R. Dalton
Town Manager

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, August 5, 2015

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, August 5, 2015 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: Ken Livingston, Vice Chair; Gene Williamson; Robin McFillen; Susan Godfrey

Members absent: Jim Barb

Others present: Bob Runion, Al Dunsmore, Chris Braithwaite, Mayor Wilson Kirby

Press present: Val VanMeter

The following staff member was present: Christy Dunkle, Town Planner

Mr. Livingston called the meeting to order at 12:33p.m.

APPROVAL OF AGENDA

Ms. Godfrey moved to approve the agenda as written, seconded by Ms. McFillen. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Mr. Williamson moved to approve the minutes of the July 1, 2015 meeting as written, seconded by Ms. Godfrey. The motion passed by voice vote.

Sign Review

Bob Runion (Agent for Eddie Edwards Signs, Inc.) is requesting a Certificate of Appropriateness in order to replace two wall signs at the property located at 1 South Buckmarsh Street (current Red Apple) identified as Tax Map Parcel number 14A4-((A))-49, zoned C General Commercial.

Mr. Livingston asked Mr. Runion to come to the table. Mr. Runion said that the Red Apple will be operated as a Circle K in the coming weeks. He said that they would like to install an internally lit logo with red opaque sides that would be approximately 140” long by 30” high. He said that they would like to install red stripes around the perimeter of the building but understood that this was not permitted in the Town’s zoning regulations. Mr. Livingston asked staff whether that was true and Ms. Dunkle responded that the stripes would not be considered part of the signage package. There was a discussion about the aesthetics of the building and ARB members felt that adding the stripes would have a positive effect on the modifications to the building.

Mr. Runion continued by describing a 30” by 30” sign that they would like to install on the north elevation of the building. He said he thought the space between the existing window and the fascia allowed for the sign to be placed in this location however after he measured it he discovered it was only 24”. He requested that the sign remain 30”x30” and be located in the middle of the wall. ARB members felt that would be a good solution.

Mr. Williamson confirmed that there would be no flashing lights on any part of the sign. Mr. Runion said that was the case. He said only the logo would be internally lit with LED lighting and would feature a blue ring around the "K". There being no further discussion, Ms. McFillen moved to approve the sign request adding the red stripe around the top of the east and north elevations; moving the smaller sign on the north elevation to the center of the wall; and submitting a revised drawing to staff for distribution to members, seconded by Mr. Williamson. The motion passed unanimously by voice vote.

Other

Discussion - Berryville Presbyterian Windows

Al Dunsmore, representing the property committee at Berryville Presbyterian Church, and Chris Braithwaite, contractor, requested a discussion with ARB members concerning the replacement of windows on the west elevation of the classroom located on the southwest corner of the building.

Mr. Dunsmore said that the windows on this side of the building have taken a beating and are in need of replacement. He said they no longer want to use storm windows and would like to have more ventilation in the second story classrooms. He added that the existing windows are painted closed. Mr. Dunsmore said they wished to install vinyl clad replacement windows with the same grill pattern (6/6) as the existing windows. Mr. Livingston asked for clarification of the location of the windows. Mr. Dunsmore said the eight windows are located on the western side of the addition. He said the windows on the front (north elevation) are in good shape.

Mr. Braithwaite presented a sample window to ARB members. There was a discussion about exterior grills being placed on the outside of the glass and the difficulty with opening the windows if they were added. Mr. Livingston said the windows presented are not vinyl clad but vinyl. Mr. Braithwaite said the cost of wood clad windows is higher and Mr. Livingston added that the quality is better. There was a discussion about the benefits of renovating the existing windows adding weather stripping and new storm windows which would have the same R-value as new windows. There was a discussion about the age of the church and its addition.

Mr. Williamson said that the Town has regulations and the ARB is in place to maintain the integrity of the historic district. There was a discussion about replacing different types of windows on different facades of a single building not being good practice and the importance of windows in historic buildings. Mr. Livingston asked the age of the addition. Mr. Dunsmore said it was built in 1930. Mr. Livingston said the first option for these windows is to repair and maintain. Mr. Dunsmore reiterated that they were unable to open the windows due to the layers of paint on them and that they did not want to use storm windows any longer. Mr. Livingston added that 80 to 90 year old windows are made of high quality wood that is no longer available. He added that these windows stood the test of time and are the best solution for the building.

Mr. Braithwaite said they repaired the windows in the former pharmacy building that had been turned into apartments and that the residents are pleased with the outcome. There was a discussion about tax credit projects. Mr. Livingston said the original windows add value to a building and to its overall appearance. There was a discussion about the number of vinyl windows in downtown Berryville and the timing of the establishment of the ARB.

Mr. Williamson recommended taking information from the discussion today back to the property committee and to work with Mr. Braithwaite to get costs on repairing windows and added that they focus on saving the existing windows. Mr. Dunsmore said there was a time and budget issues with discussing

the windows with the committee. Mr. Livingston said adding weather stripping and getting new storm windows to protect the repaired windows would be the best way to go and increase energy efficiency. There was a discussion about alternatives for glass and storm windows. Mr. Williamson said that Mr. Braithwaite understands what the ARB is requesting and should be able to assist with pricing out the repairs.

Fire House Gallery Signage

Ms. Dunkle said she had received pieces of the application for a portable freestanding sign for the Fire House Gallery. She said it conforms to size regulations established in the zoning ordinance. She added that there is a special marker that is used to write on the message board. Ms. McFillen said she would like to reiterate that the sign must allow for pedestrian passage and that it must come in when the gallery is closed. Mr. Livingston said the sidewalk is wide enough in this area to allow for a sandwich board. Ms. McFillen recommended no additional signage be placed in front of the gallery.

There being no further discussion, Ms. Godfrey made the motion to approve the sign as presented requiring that the sign be placed so that pedestrians may safely pass and that the sign is out only during hours of operation, seconded by Ms. McFillen, the motion passed unanimously by voice vote.

Extension for Exterior Grills on 1 West Main Street

Ms. Dunkle said that Mr. Milner has requested a 90 day extension in order to apply the exterior grills to the windows he replaced without ARB approval on the building located at 1 West Main Street. Ms. McFillen asked if he was unable to obtain the product to place the grills on the windows. Ms. Dunkle said that he indicated he was in the midst of hay harvesting and needs additional time. Ms. McFillen asked whether he had ordered the kits yet. Ms. Dunkle said she did not know. There was a discussion about extending the deadline an additional 90 days for a total of 180 days. Ms. Godfrey made the motion that they would allow one extension and requested documentation that the materials have been ordered and will be available and installed within that 90 day timeframe, seconded by Ms. McFillen, the motion passed unanimously by voice vote.

Resolution Presentation

Mayor Wilson Kirby presented Mr. Livingston a resolution made by Town Council at their June meeting recognizing his 16 years of service on the Architectural Review Board and thanked him for his efforts. ARB members also thanked him for the time he had invested in Berryville's historic district.

ADJOURNMENT

There being no further business, Ms. McFillen moved to adjourn the meeting, seconded by Ms. Godfrey, the meeting adjourned at 1:20p.m.

Ken Livingston, Vice Chairman

Christy Dunkle, Recording Secretary

Linda Miller, Agent, Washington Square Apartments, is requesting a Certificate of Appropriateness in order to replace a freestanding sign for Washington Square Apartments located at 102 East Main Street identified as Tax Map Parcel number 14A2-((A))-76, zoned C General Commercial.

Washington Square Apartments is requesting a Certificate of Appropriateness in order to replace a freestanding sign located at 102 East Main Street. The one-sided sign, made of Alupalite, is 30"x60" (12.5 square feet) and conforms to regulations per Section 307.4 of the Berryville Zoning Ordinance. They are planning to use the existing wooden posts to install the sign.

Recommendation

Approve as presented.

#25 by Oct 2

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 Sept. 26th 2015
Applicant's Name: Linda Miller, Property Manager Agent For Gantt Miller
Name of business for which the signage is being requested: Washington Square Apts.
Applicant's Address: 102 East Main Street
Telephone Number: 304-229-7664 E-mail: millerbobby@comcast.net
Property Owner's Name: Gantt Miller, III
Property Owner's Address: Werkmeister Realty, 2456 Sherkard Drive, Dardenne Prairie, MO 63368
Application is hereby made for a permit to erect () or remodel () a sign as described below:
Total # of Requested Signs: 1 Fee: 25.00

Please include nine (9) copies 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: Vital Signs Plus, 32 Federal Way, Suite 101, Charles Town, WV 25414 - 304-728-7455

Signature of Applicant: Linda C. Miller, Property Manager

TO BE COMPLETED BY ZONING ADMINISTRATOR

Street Address: 102 E. Main
Tax Map #: 1402 (A) 76
Zoning Designation: C
Applicable Regulations: 307.4
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:

Re: Request For Sign For Washington Square Apartments

From : Vital Signs <vsigns@frontiernet.net>

Tue, Sep 22, 2015 03:13 PM

Subject : Re: Request For Sign For Washington Square Apartments

1 attachment

To : Linda A. Miller <millerbobby@comcast.net>

Reply To : Vital Signs <vsigns@frontiernet.net>

Hi Linda - I have attached a proof for your sign - the last one we did was 36" x 60", on alumalite - the price would be \$315 one sided and \$465 two sided -

let me know if you have any other questions - thanks!

Suzie

Vital Signs

*existing
wooden post
will be used*

-----Original Message-----

From: Linda A. Miller

Sent: Monday, August 31, 2015 11:49 AM

To: Vital Sugns Vital Signs

Subject: Request For Sign For Washington Square Apartments

Hello Vital Signs,

Previously you designed a very nice sign for our apartment complex, Washington Village Apts. in Charles Town.

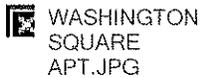
Currently we need a new sign for another one of our apartment complexes, Washington Square Apartments.

Can you please provide a rough draft of the same sign that you did for Washington Village for Washington Square with the following information:

WASHINGTON SQUARE Apartments
102 East Main Street, Berryville, VA 22611 304-229-7664
Linda Miller, Property Site Manager: 304-229-7664

Please advise.

Sincerely,
Linda Miller
Property Manager



WASHINGTON SQUARE APT.JPG
1 MB

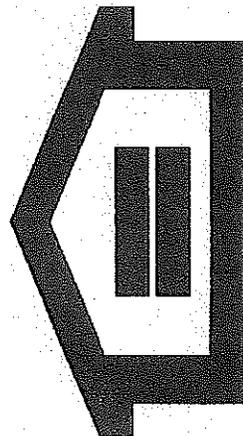


WASHINGTON SQUARE

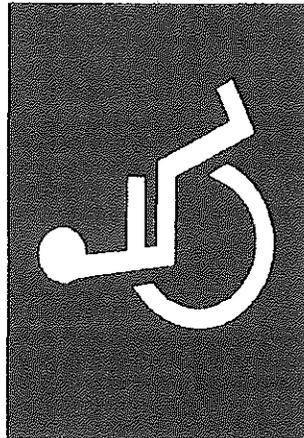
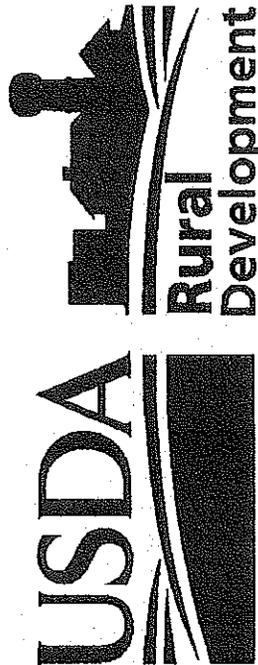
Apartments

102 EAST MAIN STREET • BERRYVILLE, VA • 22611

LINDA MILLER, PROPERTY SITE MANAGER : 304-229-7664
TDD/TYY 800-982-8771



EQUAL HOUSING
OPPORTUNITY





WASHINGTON SQUARE APTS.

04 229 7664

102 EAST MAIN STREET

EQUAL HOUSING OPPORTUNITY

WASHINGTON
SQUARE
APARTMENTS
NOW ACCEPTING
APPLICATIONS

