

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, October 7, 2015

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, October 7, 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: Gene Williamson; Robin McFillen; Susan Godfrey, Rachael Worsley

Members absent: Jim Barb

Others present: None

Press present: None

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

Ms. Godfrey, acting as Presiding Officer, called the meeting to order at 12:30p.m.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Williamson moved to approve the minutes of the August 5, 2015 meeting as written, seconded by Ms. Godfrey. The motion passed by voice vote.

ELECTION OF VICE CHAIR

Mr. Williamson moved to nominate Ms. Godfrey as Vice Chair, seconded by Ms. McFillen, the motion passed by voice vote.

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.

Ms. Dunkle described the request. She said the Ms. Miller was requesting a Certificate of Appropriateness to replace a freestanding sign located in front of the property located on East Main Street. Vice Chair Godfrey asked whether the letters were large enough. There was a general discussion about the information to include on the sign. Mr. Williamson was concerned that the name of the person was on the sign and that could change. He asked if the phone number could be added with no name. Ms. McFillen said that she would also like to see the sign changed by a sign company rather than adding information like they have in the past.

There being no further discussion, Ms. McFillen moved to approve the sign request as presented, with the condition that any future changes be done by a sign company and with the recommendation that the name

be removed should staffing change, seconded by Ms. Worsley. The motion passed unanimously by voice vote.

Other

Lights at Social Graces Dance Studio

Ms. Dunkle said that she had received an email from Mr. Ciampi with a small drawing of a light fixture for the exterior of the building located at 639 East Main Street. Vice Chair Godfrey asked what color the fixture was. Ms. Dunkle said she would contact Mr. Ciampi with that question. She said she would also request a larger picture of the fixture. There was a general discussion about the light and Vice Chair Godfrey requested staff to email the information to Board members for final approval.

Parking Meter Contest

Vice Chair Godfrey asked about the timing of the December meeting and the parking meter judging. Ms. Dunkle said that Sue Ross, the Executive Director, has already distributed a number of applications. She said that they discussed the timing of the judging when the Town recommended changes to the applications due to the new meter heads. She added she would confirm that the dates work for everyone. Vice Chair Godfrey recommended putting the information on the Main Street Facebook page and web site. Ms. McFillen recommended grouping the decorated meters. Ms. Dunkle said the Town had been encouraging this for a number of years but that she would forward the information to Ms. Ross.

Illegal Signage

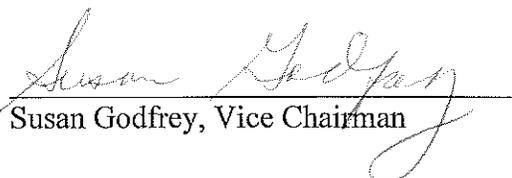
Vice Chair Godfrey noted a couple of signs that were in violation due to the lack of a Certificate of Appropriateness. She said Sweet Peas' sandwich board was left out against the building after staff had reminded her of the regulations. She also mentioned the antique store located in the 100 block of West Main Street. Ms. Dunkle said she had discussed the process with the owner twice and had removed one sign from the front of the property. She said she would contact both business owners to discuss their respective violations.

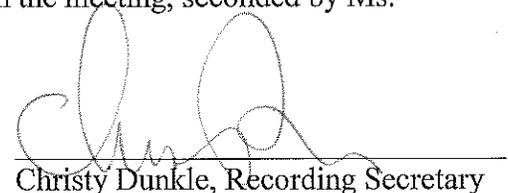
1 West Main Update

Ms. McFillen asked where the timeframe was for Mr. Milner's building at 1 West Main Street. Vice Chair Godfrey said he had until the November 6, 2015 extended deadline to apply the exterior mullions to the windows. There was a brief discussion to update Ms. Worsley. ARB members also discussed other windows that had been reviewed and denied in Town and the importance of precedent.

ADJOURNMENT

There being no further business, Mr. Williamson moved to adjourn the meeting, seconded by Ms. McFillen, the meeting adjourned at 12:53p.m.


Susan Godfrey, Vice Chairman


Christy Dunkle, Recording Secretary