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, March 2, 2016 - 12:30 p.m.
101 Chalmers Court - AB Meeting Room – Second Floor

AGENDA

1. **Call to Order** – Christy Dunkle, Town Planner

2. **Approval of Agenda**

3. **Approval of Minutes** – January 6, 2016

4. **Sign Review**
   Bank of Clarke County (John Hudson, Agent), is requesting a Certificate of Appropriateness for banners to be installed in the parking lot located at 1 East Main Street, identified as Tax Map Parcel number 14A2-(A)-70, zoned C General Commercial.

5. **Other**

6. **Adjourn**

Wilson Kirby
Mayor

Harry Lee Arnold, Jr.
Recorder

Council Members

Douglas A. Shaffer
Ward 1

H. Allen Kitselman, III
Ward 2

J. Bryant Condrey
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, January 6, 2016

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, January 6, 2016 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: Jim Barb; Gene Williamson; Rachael Worsley.

Member absent: Susan Godfrey, Robin McFillen

Press present: None

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

Ms. Dunkle called the meeting to order at 12:30p.m.

ELECTION OF OFFICERS

Ms. Dunkle asked for nominations for Chair and Vice Chair. Mr. Williamson made the motion to retain Mr. Barb and Ms. Godfrey as Chair and Vice Chair, respectively, seconded by Ms. Worsley, the motion passed by voice vote.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Williamson identified a typographical error and moved to approve the minutes of the December 2, 2015 meeting as amended, seconded by Ms. Worsley. The motion passed by voice vote.

SIGN REVIEW

Dandy Lions (Jo Myers, Owner), is requesting a Certificate of Appropriateness for a wall sign in front of her business located at 24 West Main Street, identified as Tax Map Parcel number 14A2-(A)-58, zoned C General Commercial.

Chairman Barb asked staff to describe the request. Ms. Dunkle said the sign has been installed and said it conformed to zoning regulations. She added it was made of wood and featured a vinyl decal with the logo of the business. Chair Barb asked about the ownership. Ms. Dunkle said it was her understanding that several businesses have been in the space but that Ms. Myers had worked with the previous business owner who had left for medical reasons. There being no further discussion, Chair Barb called for the vote. Ms. Worsley made the motion to approve the sign as presented, seconded by Mr. Williamson, the motion passed by voice vote.

OTHER

Ms. Dunkle said she had received an email from Nathan Stalvey, the Director of the Clarke County Historical Association, who would like to construct a new sign in front of their office and museum on East Main Street. She said she requested that he forward a narrative and whatever photographs he has of

the existing sign to move forward with the concept. She read through the proposed changes and distributed a photo of the existing sign and the CCHA's logo to ARB members. There was a discussion about the colors of the FISH and Help With Housing signs to the east of the CCHA property. Ms. Dunkle said that Mr. Stalvey said the sign company was working on a drawing of the proposed sign which should be completed in the next week. Chair Barb suggested that staff contact Mr. Stalvey and have him forward the drawing for distribution to members and an administrative approval. Mr. Williamson made that motion, seconded by Ms. Worsley. The motion passed by voice vote.

Ms. Dunkle said she had emailed the man who is installing the new window sashes at 1 West Main Street to get an update on the installation. She read his response to Board members which indicated that the factory had been closed for two weeks over the holidays and that he anticipated receiving the product by January 14 with installation by January 18, 2016.

ARB members discussed empty storefronts and the status of space availability. Mr. Williamson asked about the building located on North Buckmarsh Street that Mr. Fascelli had purchased to demolish in order to construct a parking lot. She said she had not heard anything from him and that a site plan is required to be submitted and approved prior to the demolition of the structure.

ADJOURN

There being no further business, Mr. Williamson moved to adjourn the meeting, seconded by Ms. Worsley, the meeting adjourned at 12:54p.m.

Jim Barb, Chairman

Christy Dunkle, Recording Secretary

BERRYVILLE ARCHITECTURAL REVIEW BOARD **AGENDA ITEM 4**
Sign Review
March 2, 2016

Bank of Clarke County (John Hudson, Agent), is requesting a Certificate of Appropriateness for banners to be installed in the parking lot located at 1 East Main Street, identified as Tax Map Parcel number 14A2-(A)-70, zoned C General Commercial.

Mr. Hudson is requesting a Certificate of Appropriateness for banners to be installed in their parking lot in downtown Berryville. These four vinyl banners are 23"x48" which are the appropriate scale for a parking lot application. They will be attached to existing poles with black hardware and will remain in place for future installations.

Recommendation
Approve as presented.

Hardware

OUR 135TH YEAR IN 2016!

BANK of CLARKE COUNTY

OUR
135TH
YEAR
IN
2016!