

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, February 1, 2012

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, February 1, 2012 at 12:00 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, Chairman, Ken Livingston, Nancy Bishop, Susan Wolk. Absent: Sue Cooper.

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

Ms. Dunkle called the meeting to order at 12:05 p.m.

ELECTION OF OFFICERS

Mrs. Wolk made the motion to retain Jim Barb as Chairman, seconded by Mrs. Bishop. The motion passed unanimously by voice vote.

Mrs. Wolk made the motion to retain Ken Livingston as Vice Chair, seconded by Mrs. Bishop. The motion passed unanimously by voice vote. Ms. Dunkle turned the meeting over to Vice Chairman Ken Livingston.

APPROVAL OF AGENDA

Mrs. Wolk moved to approve the agenda as written, seconded by Mrs. Bishop. The motion passed unanimously by voice vote.

APPROVAL OF MINUTES

Mrs. Bishop moved to approve the minutes of the December 21, 2011 meeting as written, seconded by Mrs. Wolk. The motion passed unanimously by voice vote.

Fence Review

Rachel Dunn, Owner, is requesting a Certificate of Appropriateness in order to install a privacy fence on her property located at 107 South Buckmarsh Street, identified as Tax Map Parcel number 14A4-(A)-54, zoned R-2 Residential.

Ms. Dunkle said that the applicant is requesting approval to install a six-foot high board-on-board fence on her property on South Buckmarsh Street. She said that the plat of the property and a picture of the proposed fencing were included in the packet.

There being no further comments, Mrs. Bishop moved, seconded by Mrs. Wolk, to approve the Applicant's request as presented. The motion passed unanimously by voice vote.

Sign Review

Constantine Tsatsos, Applicant, is requesting a Certificate of Appropriateness for signage (freestanding and wall sign) at his business located at 108 South Buckmarsh Street, identified as Tax Map Parcel number 14A5-((A))-18, zoned C General Commercial.

Ms. Dunkle introduced Mr. Tsatsos to board members. He said he would like to install a two-sided sign on the existing freestanding frame as well as a wall sign on the front of the building. He said that the freestanding sign is internally illuminated. He said that A Sign Place in Winchester was working on the sign design. There was a discussion on whether the information on the wall sign would be large enough to read. Mr. Tsatsos said the lettering was 6 inches high and felt that it was sufficient. Mrs. Bishop questioned whether the graphic would be visible. She suggested removing the logo. There was a discussion about legibility of both. Ms. Dunkle reminded the business owner that small freestanding signs are illegal and are not permitted in front of the restaurant. Mr. Tsatsos asked whether he could install a grand opening banner. Mr. Livingston replied by telling him that they were permitted for up to thirty days. Ms. Dunkle asked Mr. Tsatsos to e-mail her the layout and the board could approve it through e-mail correspondence.

Mr. Barb called for further questions. There being none, Mrs. Wolk moved to approve the signs as presented, seconded by Mrs. Bishop, the motion was approved unanimously by voice vote.

OTHER

Ms. Dunkle said that the Virginia Department of Health was requesting approval in order to install a generator and 100-gallon propane tank on the north side of the Clarke County Health Department building located on North Buckmarsh Street. There was a discussion on the location of the proposed facilities. Mr. Barb said the location is probably the best one that could be expected. He called for additional discussion. There being no further comment, Mrs. Wolk moved to approve the generator and propane tank as requested, seconded by Mr. Livingston, the motion was approved unanimously by voice vote.

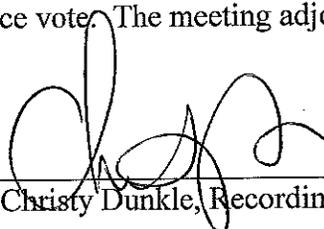
There was a discussion about the development of design guidelines for the Town of Berryville. Staff included sample tables of content from Strasburg and Purcellville. There was a discussion about Secretary of Interior Standards and maintenance issues related to historic properties and building permits. The board requested staff get a price for the development of design guidelines from Frazier Associates.

ADJOURNMENT

There being no further business, Mr. Livingston made the motion to adjourn the meeting, second by Mrs. Wolk, the motion was approved unanimously by voice vote. The meeting adjourned at 12:38 p.m.



Jim Barb, Chairman



Christy Dunkle, Recording Secretary