

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, March 2, 2016

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, March 2, 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, Chair; Susan Godfrey, Vice Chair; Robin McFillen; Gene Williamson; Rachael Worsley.

Member absent: None

Press present: None

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

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Mr. Williamson moved to approve the minutes of the January 6, 2016 meeting, seconded by Ms. Worsley. The motion passed by voice vote.

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.

Ms. Dunkle described the request to Board members. She said the bottom of the banners will be approximately 12 feet above the ground. She added they were the correct size for the scale of the parking lot at 23"x48" in size.

There being no further comments, Chair Barb called for the vote. Ms. McFillen moved to approve the banners as presented, seconded by Vice Chair Godfrey. The motion passed unanimously by voice vote.

OTHER

Ms. Dunkle said she had received an email from the sign company producing temporary signage for the Middleburg Bank which will be going into the building located at 1 West Main. She said the windows will be covered with white paper on the inside and a vinyl decal of a fox and "Coming Soon" on the outside of the windows. There was a discussion about what the specific use will be and security concerns with second floor apartments. Ms. Dunkle said she had been in contact with representatives from Middleburg Bank but is unaware of the specifics of the office in this location. There being no further discussion, Mr. Williamson moved to approve the installation of the temporary signs for thirty days as

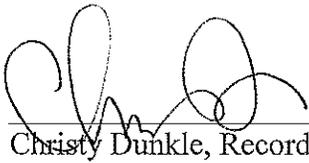
presented, seconded by Ms. McFillen, the motion passed unanimously by voice vote. Ms. Dunkle said she had informed the sign company of the timeframe for temporary signage.

ADJOURN

There being no further business, Ms. McFillen moved to adjourn the meeting, seconded by Mr. Williamson, the meeting adjourned at 12:58p.m.



Jim Barb, Chairman



Christy Dunkle, Recording Secretary