

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, July 6, 2016**

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

Member absent: Jim Barb

Press present: Jim McConville, Winchester Star

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

Vice Chair Godfrey called the meeting to order at 12:32p.m.

**APPROVAL OF AGENDA**

Vice Chair Godfrey asked for approval of the agenda. Mr. Williamson moved to approve the agenda as written, seconded by Ms. McFillen. The motion passed by voice vote.

**APPROVAL OF MINUTES**

Ms. Worsley moved to approve the minutes of the June 1, 2016 meeting, seconded by Ms. McFillen. The motion passed by voice vote.

**SIGN REVIEW**

**Ahmed Al Attar, Owner, is requesting a Certificate of Appropriateness in order to install three signs at his business, Main Street Smiles, at the property located at 117 East Main Street, identified as Tax Map Parcel number 14A5-((1A))-1B, zoned C General Commercial.**

Ms. Dunkle said that Dr. Ahmed Al Attar has taken over Dr. Fortney's dental practice and is requesting a Certificate of Appropriateness for three signs in the same locations as the previous signs. She said two are located on the front of the building, one projecting and one wall sign, and one at the rear of the building adjacent to the parking lot. Mr. Williamson said they looked good and made a motion to approve the signs as presented, seconded by Ms. Worsley, the motion passed by voice vote.

**SIGN REVIEW**

**Kathryn Cammer, Owner, is requesting a Certificate of Appropriateness in order to install a projecting sign at her business, Rosie's Sweets, at the property located at 23 Crow Street, identified as Tax Map Parcel number 14A5-((A))-15, zoned C General Commercial.**

Ms. Dunkle reviewed the submission. Vice Chair Godfrey said the new owner will have much of the same products as the previous owner. She asked if any artwork was going on the windows. Ms. Dunkle said she was not aware of any. Mr. Williamson said that centering the bracket made sense. There being

no further discussion, Mr. Williamson moved to approve the projecting sign as presented, seconded by Ms. Worsley, the motion passed by voice vote.

Ms. Dunkle said that she had forwarded information about advertising in the Old Town Crier to several of the new business owners. Ms. Worsley said the editors will be doing a spread in their magazine about Berryville and Clarke County and had contacted a number of businesses in the community about the visit. She said they will be visiting the area tomorrow and that they will be staying at the Waypoint House.

#### **SIGN REVIEW**

**Russell and Diane Harrison, Owners, are requesting a Certificate of Appropriateness in order to install a freestanding sign at their business, Center Ring Design Pottery and Art Studio, at the property located at 325 South Church Street, identified as Tax Map Parcel number 14A5-((A))-51, zoned DR-4 Detached Residential.**

Ms. Dunkle said the Harrison's received approval of a Special Use Permit at the Town Council's June meeting and are requesting approval of a sign for their business. She said signage in this zoning district is limited to two square feet and that the Harrison's sign was smaller than what is permitted. She added that they will be incorporating the Artisan Trail sign into their business sign. Ms. Worsley said the sign blends nicely with the property.

There being no further discussion, Ms. McFillen made the motion to approve the request, seconded by Mr. Williamson. The motion passed by voice vote.

#### **SIGN REVIEW**

**Jennifer Otey, Owner, is requesting a Certificate of Appropriateness in order to install a hanging sign at her business, Create N Take, at the property located at 30 West Main Street, identified as Tax Map Parcel number 14A2-((A))-57 zoned C General Commercial.**

Ms. Dunkle said that Ms. Otey will be opening a venue that teaches crafts at the property located next to Thomas Plumbing on West Main Street. She said her business is filling part of the need left when Opus Oaks closed their doors. Ms. Dunkle said there will be a second business in the building and the two signs would be installed next to each other parallel to West Main Street. There was a discussion about the location of the proposed sign. Ms. McFillen said she would recommend that the second sign match the style, material, and size of this sign to consistency. She added that she received an email looking for teachers for the business.

There being no further discussion, Ms. Worsley made the motion to approve the request adding the condition that the second sign be of similar style, material and size as the one before the Board at this meeting, seconded by Mr. Williamson, passing by voice vote.

#### **SIGN REVIEW**

**Betty Trump, Owner, is requesting a Certificate of Appropriateness in order to install a projecting sign at her business, The Farmer's Daughter, at the property located at 5 South Church Street, identified as Tax Map Parcel number 14A5-((A))-10 zoned C General Commercial.**

Ms. Dunkle said that Ms. Trump will be opening a store in the former Berryville Main Street space located at 5 South Church Street behind the future Middleburg Bank. She said that she had received the design for the window decal but had not been able to reach the applicant prior to the meeting concerning

the projecting sign she had discussed with staff. She said Ms. Trump came into the office and said that the projecting sign would be the same design as the window decal and be 2'x2'. Vice Chair Godfrey said she liked the sign layout. Ms. Dunkle said Ms. Trump is planning on installing the sign on a new bracket and recommended ARB members allow for administrative approval of the bracket once she receives the information from the applicant.

There being no further discussion, Mr. Williamson made the motion to approve the request with the following conditions:

- Staff approve the bracket prior to installation of the sign;
- The sign be professionally installed at least 8'6" above the sidewalk per zoning regulations; and
- Access shall not be blocked on the sidewalk with items for sale.

The motion was seconded by Ms. McFillen and passed by voice vote.

### **OTHER**

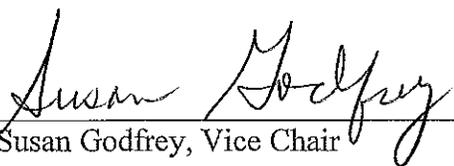
Ms. McFillen said the temporary signage at the Middleburg Bank location has been installed much longer than thirty days permitted for temporary signage. Vice Chair Godfrey said she would be fine with it remaining up until September, but would like an updated on the status of the signage. Ms. Dunkle said she would contact bank staff to discuss the matter.

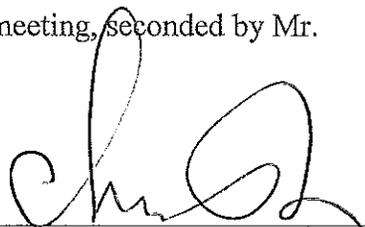
Ms. Dunkle updated members on new businesses opening in the area. Ms. McFillen asked about the status of the Mario's parking lot. Ms. Dunkle said she had been working with Mr. Fascelli's surveyor and designer and is anticipating the submission of the site plan in the next few months. She said the request would be presented to the Berryville Planning Commission for site plan review and to the ARB to review lighting and other vertical elements of the parking lot. Mr. Williamson asked about the status of the building and Ms. Dunkle said the site plan had to be approved prior to the demolition of the building. She said the applicant will work with the Building Official to obtain the requisite permits.

Vice Chair Godfrey said the new crosswalks on Main Street looked very nice.

### **ADJOURN**

There being no further business, Ms. McFillen moved to adjourn the meeting, seconded by Mr. Williamson, the meeting adjourned at 12:57p.m.

  
Susan Godfrey, Vice Chair

  
Christy Dunkle, Recording Secretary