

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, October 5, 2016

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, October 5, 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; Rachael Worsley.

Member absent: Chairman Jim Barb, Gene Williamson

Press present: No one

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

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

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Ms. McFillen moved to approve the minutes of the September 7, 2016 meeting as amended, seconded by Ms. Worsley. The motion passed by voice vote.

SIGN REVIEW

Elise Seidita, Owner, Cotton Hill Home, is requesting a Certificate of Appropriateness in order to install a projecting sign at 10 West Main Street, identified as Tax Map Parcel number 14A2-((A))-60, zoned C General Commercial.

Ms. Dunkle said that the Ms. Seidita is requesting a 24"x36" projecting sign with her business logo in black and white. She added that Ms. Seidita will be using the same bracket and wooden sign that the previous business owner used. Ms. McFillen said she liked the sign.

There being no further discussion, Ms. McFillen made the motion to approve the sign as presented, seconded by Ms. Worsley, the motion passed unanimously by voice vote.

Ms. Dunkle recommended hearing the request from Ms. Thompson and Mr. Skillman next as the applicants were in attendance at the meeting.

ARCHITECTURAL REVIEW

Dina Thompson and Glenn Skillman, Owners, are requesting a Certificate of Appropriateness in order to install new windows, new shutters, and a wooden fence at their property located at 307 East Main Street, identified as Tax Map Parcel number 14A5-((A))-100, zoned C General Commercial.

Vice Chair Godfrey asked the applicants to the table and requested that staff explain the request. Ms. Dunkle gave a brief overview of the items being requested including new windows, new shutters, and a new fence.

Mr. Skillman described the window sample he brought to the meeting. He said he had previously requested a vinyl window option and was told by staff that wooden or aluminum clad was what the ARB was looking for adding that this was not an issue as he is in the window business. He said that he will use the aluminum clad window with a 2/2 grill pattern as that is what other homes in the area feature. He said the tilting window will be insulated and offer a high thermal performance, have an internal grill and 1" putty glaze grill on the exterior of the window. Mr. Skillman said that the 1" grill is typical of that era. He added that currently the house only has storm windows.

Ms. McFillen asked what window color he was planning to use and he said they are undecided but will probably go with an off-white. Mr. Skillman said the house currently has white vinyl siding and that he is intending to remove the siding and go back to the original wooden lap siding. He said the black composite wood shutters would match the metal roof. Vice Chair Godfrey said she was happy he was going back to the original siding. There was a discussion about self-cleaning windows and materials used for windows.

Vice Chair Godfrey said that she would suggest that each item be discussed and voted on separately. She asked for a motion concerning the windows. Ms. Worsley made the motion to approve the aluminum clad windows as presented, seconded by Ms. McFillen, the motion was approved by voice vote. Ms. McFillen thanked him for not requesting the vinyl windows.

Vice Chair Godfrey asked the applicant to describe the shutters. Mr. Skillman said that he is proposing composite wood shutters and passed around a sample of the two panel shutter. He said the material is synthetic and does not warp or split. He added that the shutters will not require painting. He said that he is planning to put the shutters (five in total) on the front elevation only and that there are currently no shutters on the house. Mr. Skillman said that he is not certain of the color but believes they will go with black or dark blue. He said the shutters will have an s-hook on the bottom with a hinge and will protrude from the building.

There being no further discussion, Ms. McFillen made the motion to approve the shutters as presented, seconded by Ms. Worsley, the motion passed by voice vote.

Vice Chair Godfrey asked staff to describe the fence. Ms. Dunkle identified the location of the proposed fence on the site plan submitted by the applicant. Mr. Skillman said there is currently chain link fence along the perimeter but would like to add a picket fence to one side and to the front perpendicular to the driveway. He said they would like to have an area where their dogs could run. Ms. Dunkle asked if the proposed fence would cross Town Run and Mr. Skillman said it would not. There was a discussion about the floodplain area in this location. Ms. Dunkle said he will need to obtain a zoning permit from the Town prior to installation of the fence.

There being no further discussion, Ms. Worsley made the motion to approve the fence as presented, seconded by Ms. McFillen, the motion was approved by voice vote.

Architectural Review

Brock Johnson, Owner, is requesting a Certificate of Appropriateness in order to construct an accessory structure (garage) at the property located at 311 South Church Street, identified as Tax Map Parcel number 14A1-((A))-76, zoned R-1 Residential.

Ms. Dunkle said that Mr. Johnson would like to construct an accessory structure just under 600 square feet on the parcel located at 311 South Church Street. She presented the material submitted by Mr. Johnson including elevation and interior drawings, lighting details, and window, door, and garage door specifications. She said the elevation drawings do not reflect the windows and doors and that Board members should consider the details submitted for their discussion. Vice Chair Godfrey said she liked the lighting proposed for the structure. She said that she was concerned about the flood lights and Ms. Dunkle said she had discussed these lights with the applicant and that he is aware that the light must be shielded and downcast. There was a discussion about security lighting.

There being no further discussion, Ms. McFillen made the motion to approve the accessory structure with the following conditions:

- The windows be wooden or aluminum clad; and
- Floodlights be shielded and downcast so as to not shine on adjacent properties or rights-of way.

Seconded by Ms. Worsley, the motion passed by voice vote.

Sign Review

Clarke County Conservation Easement Authority (Randy Buckley, Agent), is requesting a Certificate of Appropriateness to install a temporary banner at Berryville Farm Supply located at 400 East Main Street, identified as Tax Map Parcel number 14A3-((A))-18, zoned L-1 Industrial.

Ms. Dunkle said that the Clarke County Conservation Easement Authority is conducting a fundraising campaign through the holidays and want to place their 15 square foot banner on the side of Berryville Farm Supply. She said the ordinance allows for such signs to be installed as long as they are removed within seven days of the end of the campaign. Ms. McFillen asked if it would be installed on the east side and Ms. Dunkle said yes. Ms. Dunkle added that they would like to have the banner mounted through Christmas.

There being no further discussion, Ms. Worsley made the motion to approve the installation of a temporary banner for a fundraising campaign until the end of the year, seconded by Ms. McFillen. The motion passed by voice vote.

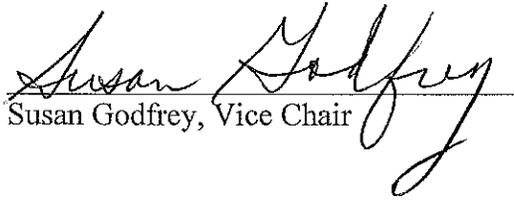
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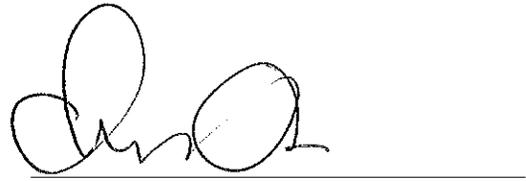
Vice Chair Godfrey asked for any other business. Ms. McFillen asked for an update on the Middleburg Bank. Ms. Dunkle said it was her understanding that they would be opening in September or October. There was a discussion about the items previously approved including the temporary signage; door and front window; and permanent signage and the timeframe for which the approvals would be valid. Ms. McFillen reminded members that they have been given several extensions for the temporary signage. Members directed staff to contact the Middleburg Bank and ask what their plans are concerning these items, particularly the temporary signage.

Vice Chair Godfrey asked about the handyman sign that is currently up on a property on West Main Street. Ms. Dunkle said she will contact the property owner.

ADJOURN

There being no further business, Ms. Worsley moved to adjourn the meeting, seconded by Ms. McFillen, the meeting adjourned at 1:08p.m.


Susan Godfrey, Vice Chair


Christy Dunkle, Recording Secretary