

Town of Berryville
Berryville-Clarke County
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Town of Berryville
ARCHITECTURAL REVIEW BOARD
Regular Meeting
Wednesday, September 6, 2017 - 12:30 p.m.
Berryville – Clarke County Government Center
101 Chalmers Court – **AB Meeting Room** – Second Floor

AGENDA

1. **Call to Order** – Jim Barb, Chair
2. **Approval of Agenda**
3. **Approval of Minutes** – August 2, 2017
4. **Discussion – Update of Berryville historic districts**
5. **Other**
6. **Adjourn**

Patricia Dickinson
Mayor

Harry Lee Arnold, Jr.
Recorder

Donna Marie McDonald
Ward 1

Council Members
Allen Kitselman, III
Ward 2

Erecka L. Gibson
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, August 2, 2017

The regular meeting of the Berryville Architectural Review Board was held on Wednesday, August 2, 2017 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; Gene Williamson; Rachael Worsley

Member absent: Vice Chair Susan Godfrey, Robin McFillen

Press present: None

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

Chairman Barb called the meeting to order at 12:29p.m.

APPROVAL OF AGENDA

Chair Barb asked for a motion to approve the agenda. Ms. Worsley made the motion to approve the agenda, seconded by Mr. Williamson, the motion passed by voice vote.

APPROVAL OF MINUTES

Mr. Williamson made the motion to approve the minutes of the June 7, 2017 meeting, seconded by Ms. Worsley, the motion passed by voice vote.

Architectural /Sign Review

John Hudson (Bank of Clarke County) is requesting a Certificate of Appropriateness in order to install a new walk-up ATM and deposit facility; an awning covering the facility; and wall signage (lit channel letters) at the property located at 2 East Main Street, identified as Tax Map Parcel number 14A2-((A))-70, zoned C General Commercial.

Chair Barb recognized John Milleson, president of the Bank of Clarke County, who introduced Missy Robey. Mr. Milleson said that the Bank of Clarke would like to move the ATM from its current location to face Main Street and brick-up the existing space. He said they would also like to add an awning and internally lit channel letters along the elevation of Church and Main streets. Ms. Dunkle said that linear footage submitted by Mr. Wolfe and Mr. Hudson allowed for 12” letters along the Main Street side and 18” letters along the Church Street side. Ms. Robey said that they would like to use 12” letters on both elevations.

Mr. Williamson asked if there was lighting under the proposed awning and Mr. Milleson said there would be one light per federal requirements. Ms. Robey added that the surround covering the ATM will be internally lit. Chair Barb asked if the channel letters would be internally lit and Mr. Milleson said they would be. Ms. Worsley added that she appreciated the symmetry of the awning over the door.

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

Sign Review

Brett Fuller (Banshee Motor Cars Ltd.) is requesting a Certificate of Appropriateness in order to install a new panel on a wall sign at the property located at 415 East Main Street, identified as Tax Map Parcel number 14A6-((1))-1, zoned L-1 Industrial.

Ms. Dunkle said that the sign panel had already been installed at the site located on East Main Street. There was a discussion about procedure and the submission of an application prior to installing signage. Ms. Worsley asked staff if it conformed to size regulations and Ms. Dunkle said that it did.

There being no further discussion, Ms. Worsley made the motion to approve the sign noting that it had already been installed, seconded by Mr. Williamson, the motion passed by voice vote.

OTHER

Ms. Dunkle said that she and Chair Barb will be meeting with Maral Kalbian to discuss the update of the Berryville Historic District and to identify updates that needed to be made by the ARB and Town Council. Chair Barb asked staff to email a couple of dates to schedule the meeting. There was a discussion of the updated Department of Interior Standards that were forwarded to ARB members and additional requirements that would need to be reviewed.

Ms. Dunkle said that she had contacted Griffith Oil Services about the status of the project as the site had not been stabilized after removing trees and understory from the site. Ms. Dunkle said that Mr. Ray indicated that they would be installing the landscaping shortly.

ADJOURN

There being no further business, Mr. Williamson moved to adjourn the meeting, seconded by Ms. Worsley, the meeting adjourned at 12:48p.m.

Jim Barb, Chairman

Christy Dunkle, Recording Secretary

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Discussion – Update of Berryville Historic Districts
September 9, 2017

AGENDA ITEM 4

Chairman Barb and Ms. Dunkle met with Maral Kalbian, Architectural Historian, and discussed the update of the national and local historic districts in the Town of Berryville. We also discussed funding opportunities that may be available to conduct this update and timeframes of significance for contributing structures.

A map highlighting both districts is included in this report.

Ms. Kalbian will review the current districts and discuss the parameters to determine updating the information and possible boundary changes.

Recommendation

Discuss at the meeting.



NATIONAL NOT LOCAL
LOCAL NOT NATIONAL

