

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, June 5, 2019**

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A meeting of the Berryville Architectural Review Board was held on Wednesday, June 5, 2019 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; Satkuna Mathur; Robin McFillen; Gene Williamson

Member absent: Susan Godfrey

Press present: None

Others present: Maral Kalbian

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

**APPROVAL OF AGENDA**

Ms. McFillen made the motion to approve the agenda, seconded by Ms. Mathur, the motion passed by voice vote.

**APPROVAL OF MINUTES**

Mr. Williamson made the motion to approve the minutes of the April 24, 2019 meeting, seconded by Ms. McFillen, the motion passed by voice vote.

**Discussion – Windows on Historic Properties**

Chairman Barb introduced Maral Kalbian, Architectural Historian. Ms. Kalbian said she had been asked to attend the meeting to discuss windows and why they matter on historic structures. She said that proportions are an important character-defining feature adding that preservation groups have voiced concerns about those in the replacement window industry offering sub-standard windows. She addressed energy efficiency stating that it could take up to 30 years to pay off replacement windows rather than repairing existing windows. Ms. Kalbian said because hard wood is no longer available, contemporary wood windows have a much shorter lifespan.

Ms. Kalbian said that it is often difficult to fit new windows into old houses as the buildings have settled over many years. Again addressing energy efficiency and the importance of maintaining existing windows, Ms. Kalbian said there have been many studies completed by agencies and organizations including the Department of Energy and National Trust for Historic Preservation on return on investment. These studies indicate that weatherization, replacing cracked glass, glazing, weather stripping, and installing storm windows are better returns than replacing windows. She said these are also acceptable treatments that would qualify for historic tax credits.

Ms. Kalbian said cheap windows slowly erode the integrity of the entire historic district. She said old window details, such as original glass, mullions, etc., are critical to the character of the structure. She discussed frame width and window size which have changed over the years. She said vinyl windows have been shown to create health problems. She discussed the importance of not creating false history on new structures and recommended conducting a window inventory in the Town.

There was a discussion about window approval hierarchy (1. fix existing; 2. replace with wood windows; 3. replace with aluminum clad windows) and said it is usually up to the respective Board and goes back to what the existing inventory features. She recommended updating the historic district survey as the last one was conducted in the mid 1980's. Ms. Kalbian said the current period of significance goes into the 1960's and industrial areas should also be considered.

There was a discussion about new residents in the historic districts and how information on historic district regulations is disseminated. Ms. Kalbian said the County Historic Preservation Commission has discussed this matter. She recommended signs, brochures, and web site information. She said the Department of Historic Resources has resource booklets that could be made available to these residents.

There was a discussion about asking Cathy Kuehner to post information about Berryville and Clarke County Historic Districts and respective requirements on Facebook.

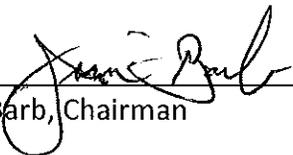
There was a discussion about demolition by neglect and the complex reasons for the neglect, blight abatement regulations, and maintenance code adoption. ARB members requested that staff forward the document on demolition by neglect written by Ms. Kalbian and a draft letter under Chairman Barb's signature reminding property owners in the historic district to obtain appropriate approvals to work at their homes if applicable.

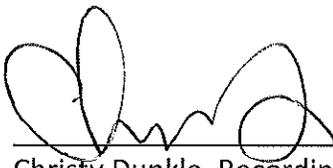
#### **Other**

There was no other business.

#### **Adjourn**

There being no further discussion, Ms. McFillen made the motion to adjourn the meeting, seconded Mr. Williamson, the motion was approved by voice vote at 1:40pm.

  
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Jim Barb, Chairman

  
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Christy Dunkle, Recording Secretary