

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, October 2, 2019

A meeting of the Berryville Architectural Review Board was held on Wednesday October 2, 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; Susan Godfrey, Vice Chair; Satkuna Mathur

Member absent: Robin McFillen

Press present: None

Others present: Glenn McIntyre; Allen Kitselman; Chuck Stern; Josh Jenkins

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

APPROVAL OF AGENDA

Vice Chair Godfrey made the motion to approve the agenda, seconded by Ms. Mathur, the motion passed by voice vote.

APPROVAL OF MINUTES

Vice Chair Godfrey made the motion to approve the minutes of the July 10, 2019 meeting, seconded by Ms. Mathur, the motion passed by voice vote.

Architectural Review

Glenn McIntire, Owner, is requesting a Certificate of Appropriateness in order to add an addition onto an accessory structure located at 114 East Main Street, identified as Tax Map Parcel number 14A2-((A))-79, zoned C General Commercial.

Ms. Dunkle explained that Mr. McIntire would like approval for an addition to his garage. She referenced a previous submission for the existing garage. Mr. McIntyre described the chimney on the principal structure from circa 1802 and said he would like to construct a brick chimney on the new structure. He said he will match the brick on the house as closely as possible. Chair Barb thanked Mr. McIntyre for the photographs that were included with his application. There was a discussion about the windows proposed for the structure. Mr. McIntyre said he would be using wooden double hung Marvin windows with a vertical center divider to match the house. He said there will also be a smaller windows installed per the elevation drawings.

Mr. McIntyre said the Dutch door will be a 9 lite standard door with panels below. He said the roof will be a continuation of the existing tin roof.

There being no further discussion, Vice Chair Godfrey made the motion to approve the submission as presented, seconded by Ms. Mathur, the motion passed by voice vote.

Chair Barb recommended moving Mr. Kitselman's request to the next item.

Architectural Review

R2 Investment Properties, LLC (Allen Kitselman, Main Street Architecture, PLC, Agent) is requesting a Certificate of Appropriateness in order to build a new mixed-use building located on the parcel located at 101 East Main Street, identified as Tax Map Parcel number 14A5-((A))-81, zoned C General Commercial.

Mr. Kitselman introduced Chuck Stern and described the architectural features of the proposed medical office/retail space previously approved at 101 East Main Street. He presented building elevations and described the clear anodized storefront doors. He showed samples of the proposed brick and grey mortar; grey architectural asphalt shingles; and wooden Marvin Integrity windows on the second story. He said the windows feature a fiberglass outer shell and permanently applied mullions. He said double hung windows will be on the second floor with a 6/6 grill pattern adding that smaller windows for medical uses will be placed higher on the elevation for light.

Mr. Kitselman presented an illustrative rendering of the structure from all sides. He referenced the staircases on each side and presented material and color samples of the apartment doors and roof over the stairs. He said the front façade features a center bay within each of the three storefront windows which would allow the installation of a door into three separate suites. He said the gutter and trim would be white.

There was a discussion about the floodplain area and the previous submission. Mr. Kitselman said the dumpster location has been modified from the initial application and moved to the rear of the property as identified on the plan view.

There being no further discussion, Ms. Mathur made the motion to approve the submission as presented, seconded by Vice Chair Godfrey, the motion passed by voice vote.

Sign Review

Cassandra Ludtke (Owner, Footloose Dance and Gymastics), is requesting a Certificate of Appropriateness to install a projecting sign on the building located at 20A East Main Street, identified as Tax Map Parcel number 14A2-((A))-72, zoned C General Commercial.

Ms. Dunkle said the applicant is requesting a Certificate of Appropriateness for a projecting sign on the Coiner Building. There was a discussion about the size of the sign and members recommended that the height of the sign (proposed for 11") be increased in order for the lettering to be legible. Ms. Dunkle said she would forward their comment to the applicant.

There was a discussion about ordinance requirements of up to 25% of the windows being covered and a sandwich board. Ms. Dunkle said she told the applicant that a sandwich board would need to be reviewed and approved by the Board. There was a discussion about the bracket which Board members agreed was fine.

There being no further discussion, Ms. Mathur made the motion to approve the sign with the recommendation that it be increased in height to allow for legibility, seconded by Vice Chair Godfrey, the motion passed.

Other

Ms. Dunkle said she had been contacted by Mr. Jenkins the previous day and that he was in attendance at the meeting to discuss a proposed window installation on his house located on Swan Avenue. Mr. Jenkins said he has received a cost estimate to install vinyl windows in his house in order to increase energy efficiency. He said the existing windows were rotting and needed to be replaced. Chair Barb asked what year the house was built and Mr. Jenkins responded that it was constructed in 1905.

There was a discussion about front and rear windows in place on the structure and storm windows that are installed on many of the windows. Mr. Jenkins showed photographs of the existing conditions and said the rear windows do not match each other. He said some windows were in good shape but some were rotting. He added that he was planning to replace 26 windows and more expensive wood or clad windows were cost prohibitive.

Ms. Dunkle said the three window treatments were to repair the existing windows; new wood windows; or aluminum clad windows. Chair Barb said vinyl windows would devalue an historic structure such as Mr. Jenkins'. He suggested getting additional quotes as there were other vendors who sell more affordable windows that would conform to historic district requirements.

Vice Chair Godfrey said they have approved aluminum clad in the past. Chair Barb asked if Mr. Jenkins was using a local contractor and he said he had contacted Window Nation. Vice Chair Godfrey suggested costing out aluminum clad windows.

Chair Barb asked Mr. Jenkins to submit specifications to staff for review if he is ready prior to the next meeting and they can review the submission with a consent agenda.

There was a discussion about the Berryville Main Street Parking Meter Contest.

Adjourn

There being no further discussion, Vice Chair Godfrey made the motion to adjourn the meeting, seconded Ms. Mathur, the motion was approved by voice vote at 1:28pm.



Jim Barb, Chairman



Christy Dunkle, Recording Secretary