

Berryville – Clarke County  
Government Center  
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**BERRYVILLE**  
EST. 1798 *Genuine* VIRGINIA

Town of Berryville  
ARCHITECTURAL REVIEW BOARD  
Organizational Meeting  
Wednesday, January 5, 2022 - 12:30 p.m.  
101 Chalmers Court - Meeting Room AB – Second Floor

AGENDA

1. Call to Order – Christy Dunkle, Community Development Director
2. Election of Officers – Chairman, Vice Chairman
3. Approval of Agenda
4. Approval of Minutes – December 1, 2021
5. Sign Review  
The Body Gallery, Jenni Kreer, Owner, is requesting a Certificate of Appropriateness in order to install a projecting sign at the property located at 37 East Main Street, identified as Tax Map Parcel number 14A5-((A))-81A, zoned C General Commercial.
6. Other
7. Adjourn

**Harry Lee Arnold, Jr.**  
*Mayor*

**Erecka L. Gibson**  
*Recorder*

**Council Members**

**Donna Marie McDonald**  
*Ward 1*

**Diane Harrison**  
*Ward 2*

**Grant Mazzarino**  
*Ward 3*

**Kara C. Rodriguez**  
*Ward 4*

**Keith R. Dalton**  
*Town Manager*

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, December 1, 2021**

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The regular meeting of the Berryville Architectural Review Board was held on Wednesday, December 1, 2021 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, chair, Robin McFillen, vice chair, Jon Burge, Mary Serock

Member absent: Satkuna Mathur

The following staff member was present: Christy Dunkle, Community Development Director

**Call to Order**

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

**Approval of Agenda**

Vice chair McFillen made the motion to approve the agenda, seconded by Ms. Serock, the motion passed by voice vote.

**Approval of Minutes**

Vice chair McFillen made the motion to approve the minutes of the August 18, 2021 meeting as presented, seconded by Mr. Burge, the motion passed by voice vote.

**Sign Review**

Ms. Dunkle said she had received partial information for a projecting sign for a new business above Sponseller's Flower Shop. She presented a drawing of the proposed sign adding that the application indicated there still may be changes. She said that she had not received a photo of the proposed bracket. There was a discussion about the placement and size of the sign. There being no further discussion, Mr. Burge made the motion to conditionally approve the sign with administrative final approval by staff once all of the information had been received, seconded by Ms. Serock. The motion passed by voice vote.

**Other**

Ms. Dunkle distributed the parking meter tally sheets she received from Berryville Main Street.

**Adjourn**

There being no further discussion, chair Godfrey made the motion to adjourn the meeting at 12:33 p.m.

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Susan Godfrey, Chair

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Christy Dunkle, Recording Secretary

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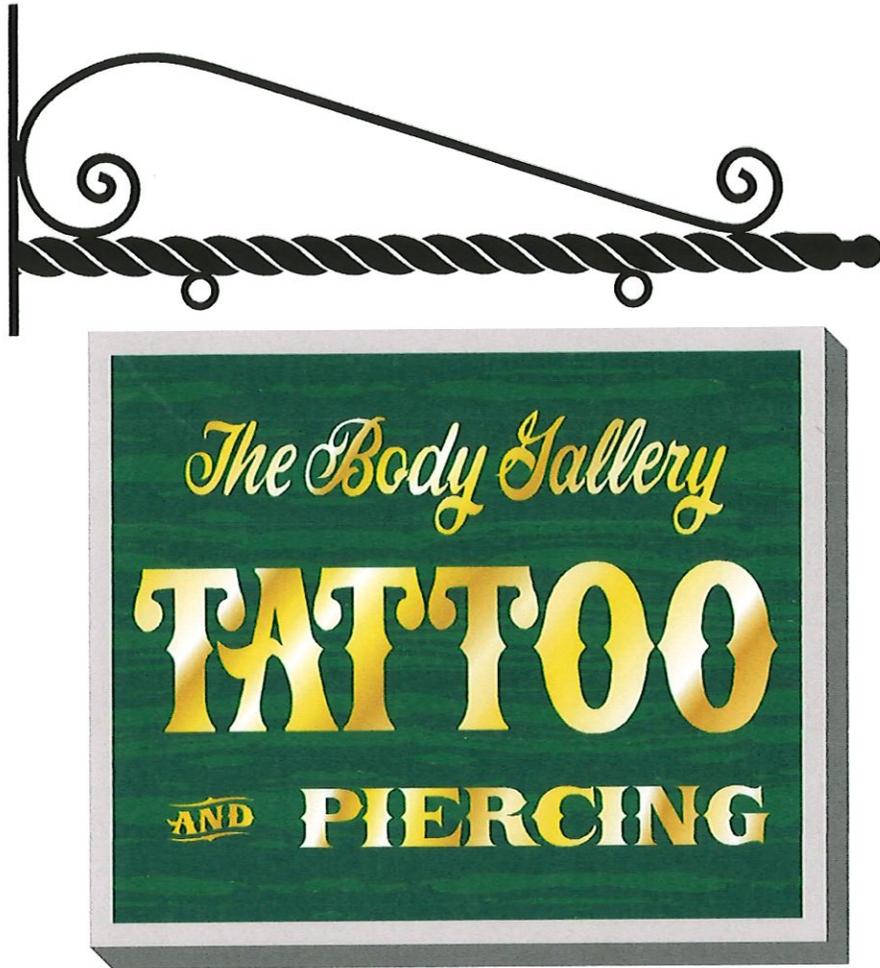
**Sign Review**

**The Body Gallery, Jenni Kreer, Owner, is requesting a Certificate of Appropriateness in order to install a projecting sign at the property located at 37 East Main Street, identified as Tax Map Parcel number 14A5-((A))-81A, zoned C General Commercial.**

Ms. Kreer is requesting a projecting sign at the new location for her existing business (now on Crow Street) at 37 East Main Street. The two-sided 20"x24" projecting sign will be made of engineered wood. She will be using a decorative black bracket as shown on the attached illustration. The sign must be at least 8'-6" above the sidewalk.

**Recommendation**

Approve as presented.



20" X 24" - 1/6 SCALE

2 - SIDED  
Flat Eng. wood