

Berryville – Clarke County
Government Center
101 Chalmers Court, Suite A
Berryville, VA 22611



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www.berryvilleva.gov

BERRYVILLE
EST. 1798 *Genuine* VIRGINIA

Town of Berryville
ARCHITECTURAL REVIEW BOARD
Regular Meeting
Wednesday, March 1, 2023 - 12:30 p.m.
101 Chalmers Court - Meeting Room AB – Second Floor

AGENDA

1. Call to Order – Susan Godfrey, chair
2. Approval of Agenda
3. Approval of Minutes – February 1, 2023
4. Architectural Review
Carter + Burton Architecture, Applicant (Matthew McKenna, Owner), is requesting a Certificate of Appropriateness in order to construct two accessory structures at the property located at 716 East Main Street, identified as Tax Map Parcel number 14A3-((A))-32, zoned DR-2 Detached Residential-2.
5. Architectural Review
Tyson Martin and Kris Short, Owners, are requesting a Certificate of Appropriateness in order to construct an accessory structure on the property located at 507 East Main Street, identified as Tax Map Parcel number 14A6-((2))-7, zoned C-1 Commercial.
6. Other
7. Adjourn

Harry Lee Arnold, Jr.
Mayor

Erecka L. Gibson
Vice Mayor

Council Members

William Steinmetz
Ward 1

Diane Harrison
Ward 2

Grant Mazzarino
Ward 3

Ryan Tibbens
Ward 4

Keith R. Dalton
Town Manager

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
DRAFT MINUTES OF ORGANIZATIONAL MEETING
Wednesday, February 1, 2023

The organizational meeting of the Berryville Architectural Review Board was held on Wednesday, February 1, 2023 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: Jon Burge, Satkuna Mathur, Robin McFillen, Mary Serock

Member absent: Susan Godfrey

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

Call to Order

Ms. Dunkle called the meeting to order at 12:30 p.m.

Election of Officers

Ms. Dunkle asked for nominations for chair and vice chair. After discussion, Ms. Mathur made the motion, seconded by Mr. Burge, to retain Ms. Godfrey as chair and Ms. McFillen as vice chair. The motion passed by voice vote.

Approval of Agenda

Ms. Dunkle said she had several items under “other.” Vice chair McFillen asked for a motion to approve the agenda. Ms. Serock made the motion, seconded by Mr. Burge, to approve the agenda as presented. The motion passed by voice vote.

Approval of Minutes

Ms. Mathur made one correction to the minutes. Mr. Burge made the motion to approve the minutes of the November 30, 2022 meeting as amended, seconded by Ms. Serock, the motion passed by voice vote.

Sign Review

Leeanne and Brendan Smith, Owners, Berryville Auto Parts, are requesting a Certificate of Appropriateness in order to modify wall signs on the front of the building located at 111 West Main Street, identified as Tax Map Parcel number 14A4-((A))-46, zoned C General Commercial.

Ms. Dunkle described the request for modifications to the building that houses Berryville Auto Parts. She said they would like to remove the “Radio Shack” sign, move the “Auto Parts” sign to the current location of the former, and install a round logo sign in the middle of the building. There being no further discussion, Ms. Serock made the motion to approve the signs as presented, seconded by Ms. Mathur, the motion passed by voice vote.

Other

Ms. Dunkle said she had received an application the morning of the meeting for signage at 20 East Main Street. She said the owners of Sky Tobacco and Vape are requesting a wall sign and a projecting sign. She said she had contacted the sign company and requested additional information, including the linear building frontage, in order to comply with zoning regulations but did not receive a response. Discussion included whether the signs would be lit, if there is adequate distance from the steps to the bottom of the sign, and the frontage requirements. Mr. Burge referenced the Guidelines for Issuing a Certificate of Appropriateness which is included in the application packet. He said that the wall sign in its proposed location disrupts the rhythm of the façade and compromises the integrity of the architecture of the buildings located in this block. ARB members discussed the size and placement

of the wall sign. They recommended reducing the size of the sign and installing it in the recessed area of the entrance. The Board was fine with the projecting sign as long as it conforms to Town regulations.

There being no further discussion, Ms. Serock made the motion to deny approval of the wall sign as presented adding that the sign be reduced in size and installed in the recessed area of the entrance and conforms to all zoning ordinance requirements, seconded by Mr. Burge. The motion passed by voice vote.

Ms. Dunkle said she had received information from Berryville Main Street (BMS) concerning upgrades to the alley located at 17 West Main Street. She said BMS received a grant for the project and they will be installing benches, planters, and lights in the first phase of the project. Ms. Serock asked how the benches and planters would be secured and maintained. She said additional lighting will be helpful in the alley. There was a discussion on how solar lighting would work where there was not much sun. Board members asked what the plan is for both ends of the alley. Ms. Serock said that she was concerned about any approvals without an agreement between the organization and the adjacent property owners.

Vice chair McFillen said that something more agricultural, such as metal farm troughs or wooden barrels, should have been considered. She said the ARB will need to approve additional items, specifically the proposed mural and signage. Ms. Mathur said the idea of beautifying the alley is a good one. There was a discussion about where the solar panel for the lights would be located. Board members asked if street lights will be installed as shown on the plan.

Mr. Burge asked for clarification on what the Board was approving. Ms. Dunkle said the benches, planters, and lights are currently under review. Mr. Burge said he is fine with the style and finishes of the planters and benches. There was a discussion about the benches installed at the courthouse and the ease of maintenance of the benches proposed for the alley.

There being no further discussion, Mr. Burge made the motion to approve the benches and planters as presented, requesting additional information on the placement, how they will be secured, and acknowledgement of maintenance of these items and the plant material. He added that ARB members would like to see an agreement between the building owners and Berryville Main Street as it relates to the buildings including the lighting. The motion was seconded by Ms. Mathur. The motion passed by voice vote.

Ms. Dunkle requested approval of the proposed meeting schedule. She noted that she will not be in the office on May 3, 2023 and recommended moving the meeting to the following Wednesday (May 10). The Board agreed to modify the proposed schedule by consensus.

Adjourn

There being no further discussion, Ms. Serock made the motion to adjourn the meeting at 1:21 p.m.

Robin McFillen, Vice Chair

Christy Dunkle, Recording Secretary

Carter + Burton Architecture, Applicant (Matthew McKenna, Owner), is requesting Certificates of Appropriateness for two accessory structures at the property located at 716 East Main Street, identified as Tax Map Parcel number 14A3-((A))-32, zoned DR-2 Detached Residential-2.

Jim Burton, Carter + Burton Architecture, is requesting Certificates of Appropriateness for two new accessory structures consisting of a garage/recreational space and office/workshop.

The proposed 24'x35' garage will have a second story which will include a restroom, recreation room, and a kitchenette. This space is not permitted to be a second dwelling unit per Section 603 of the Town Zoning Ordinance. The garage doors are Clopay frosted glass garage doors. A photo is included with the application.

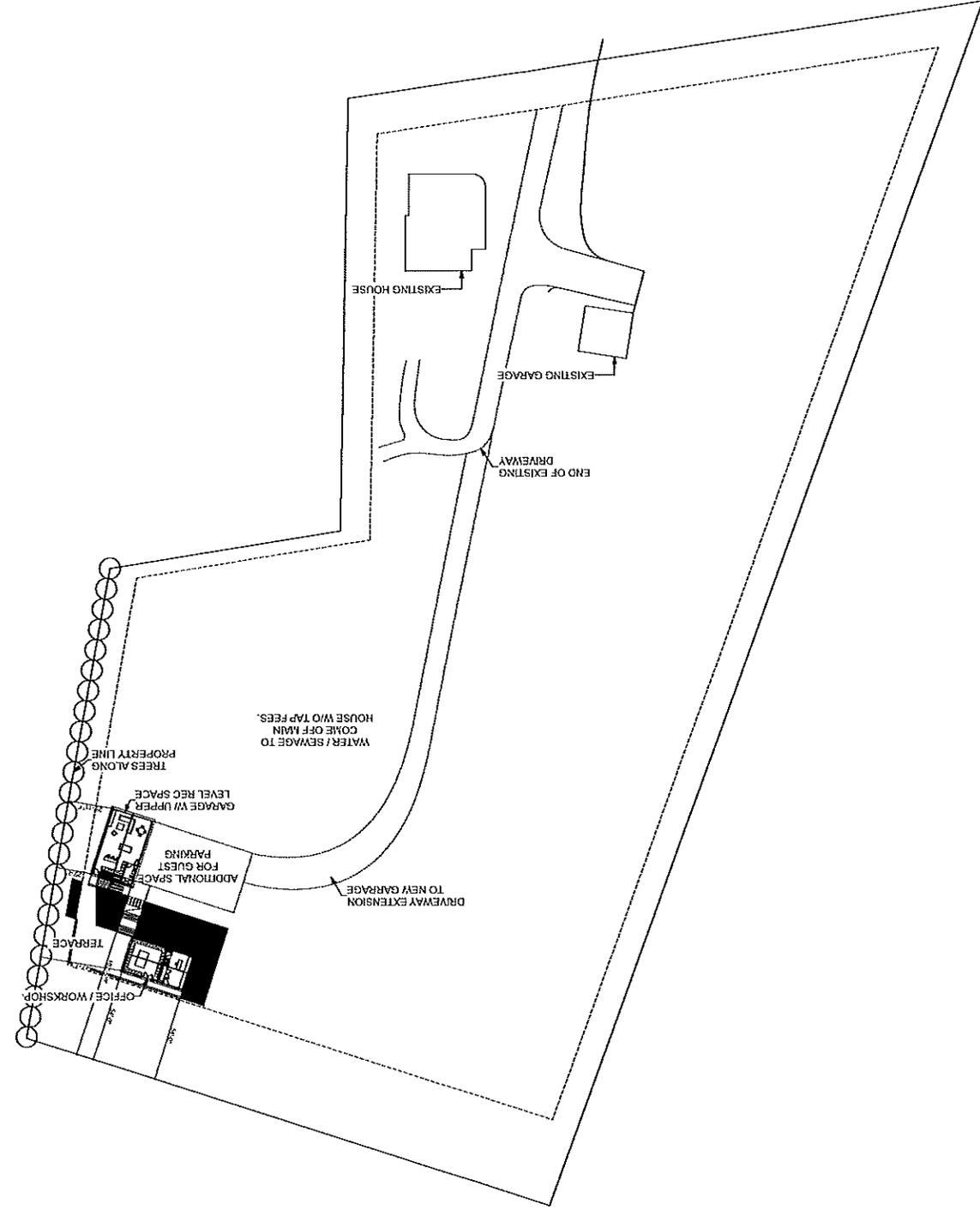
The office/workshop 35'x19'. The two buildings are connected by concrete stairs and a flat terrace.

Both buildings will feature stone veneer on the lower portion of the structures, standing seam metal roof, dark stained cedar siding, and black metal clad Pella wood windows and doors. A stone retaining wall will also be constructed on the site.

Staff has requested lighting specifications from the applicant.

Recommendation

Discuss at the meeting.



1 OUTBUILDINGS SITE PLAN
SCALE: 1" = 30'

NOT FOR CONSTRUCTION

CAR: HEER
DUR: TON
ARCHITECTURE PLLC

11 West Main St.
11 West Main St.
20211
Telephone: (540) 555-1544
Fax: (540) 555-0410
www.carheer.com

NOTE
DO NOT SCALE THESE DRAWINGS.
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DRAWINGS ARE TO BE USED AS A
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OF THE CLIENT TO VERIFY THE
CONSISTENCY OF DIMENSIONS
AND NOTATIONS WITH THE
EXISTING WORK.

Project

McKENNA
710 E. MAIN
STREET
BERRYVILLE, VA

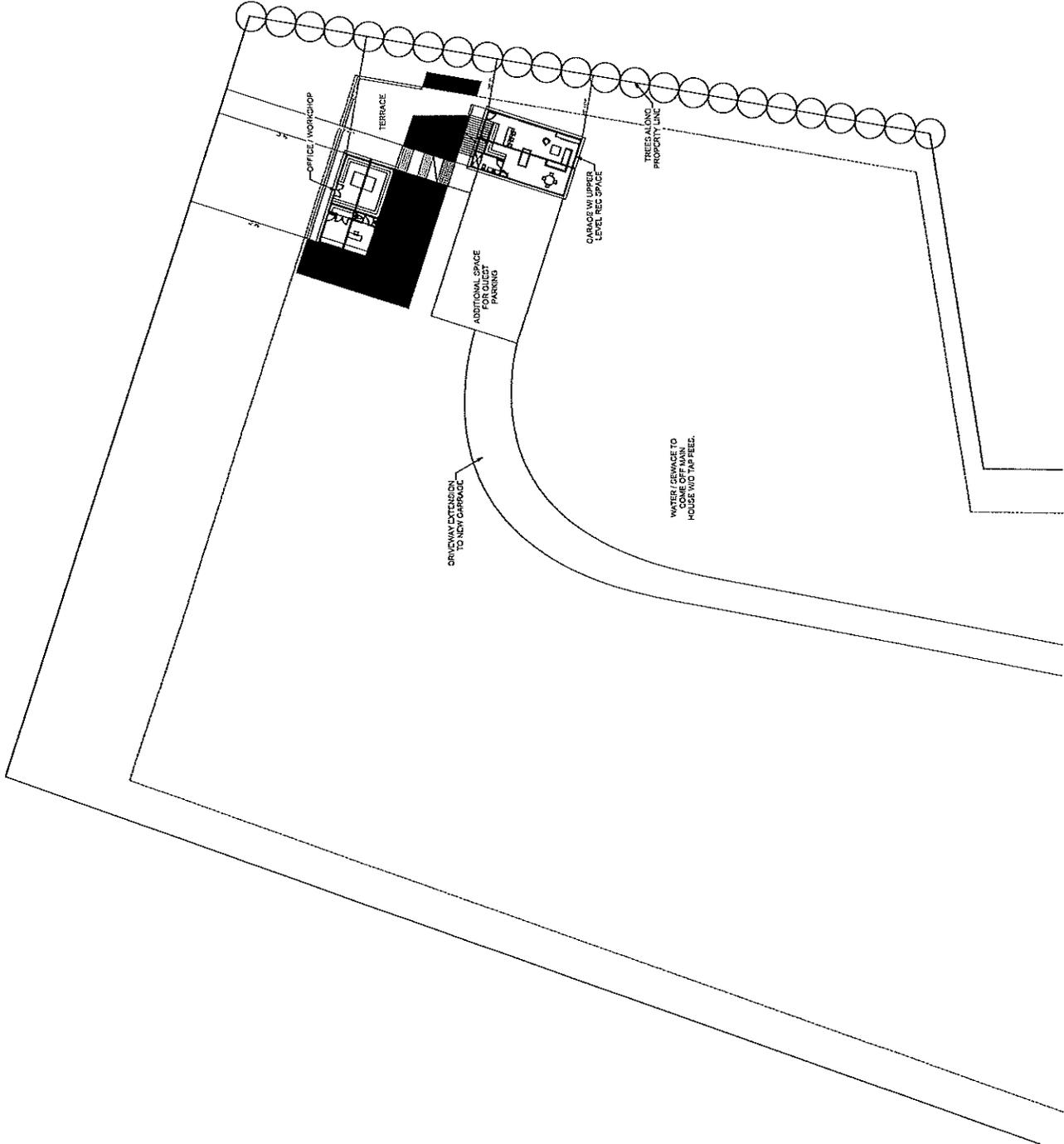
Drawing Title
OUTBUILDINGS SITE
PLAN

Date

2/23/2023

Revision

NOTES



FOR CONSTRUCTION

1 OUTBUILDING SITE PLAN (ZOOM IN)
2023.11.23

CAR TER
BURTON
ARCHITECTURE, P.L.C.

11 West Main
Berryville, Virginia 22011
Telephone: (540) 535-1644
Mobile: (540) 535-1645
www.car-ter-burton.com

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Dimensions and conditions at
construction shall prevail over
any dimensions or conditions
shown on these drawings. The
contractor shall be responsible
for obtaining all necessary
permits and approvals for
any work.

Project:

BICKENHA
716 E. MAIN
STREET
BERRYVILLE, VA.

Drawing Title:
OUTBUILDING SITE
PLAN (ZOOM IN)

Date:
2/23/2023

Revised:
NOTES

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BURTON

ARCHITECTURE, P.L.L.C.

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Facsimile: (540) 935-0410
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Project:

McKenna

716 E Main St.
Berryville, Va
22611

Drawing Title:

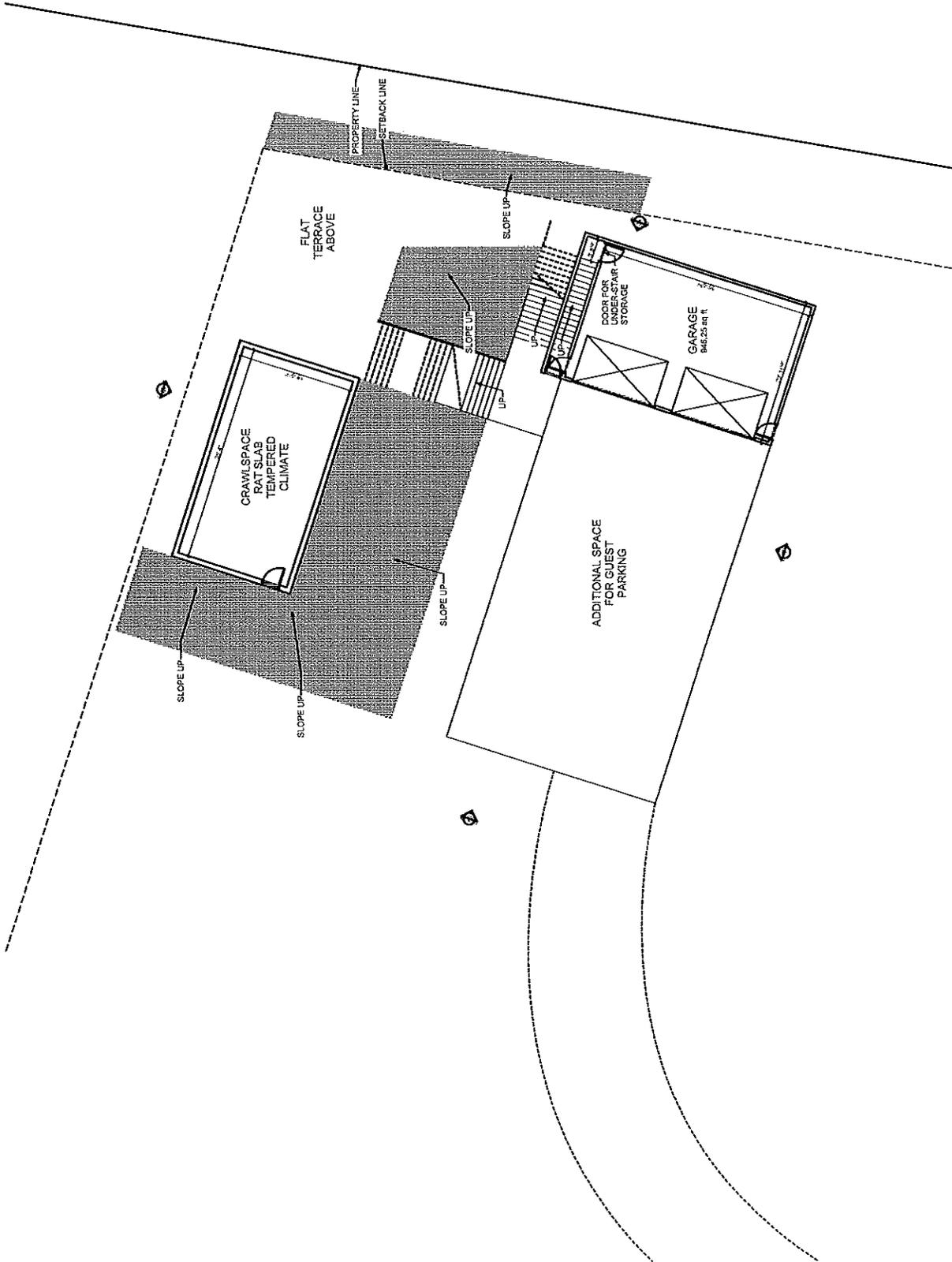
OUTBUILDINGS
MAIN LEVEL
PLAN

Date:

2/15/2023

Sheet:

N



1 OUTBUILDING 1st FLOOR

SCALE: 1/16" = 1'-0"

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McKenna

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Berryville, Va
22811

Drawing Title:

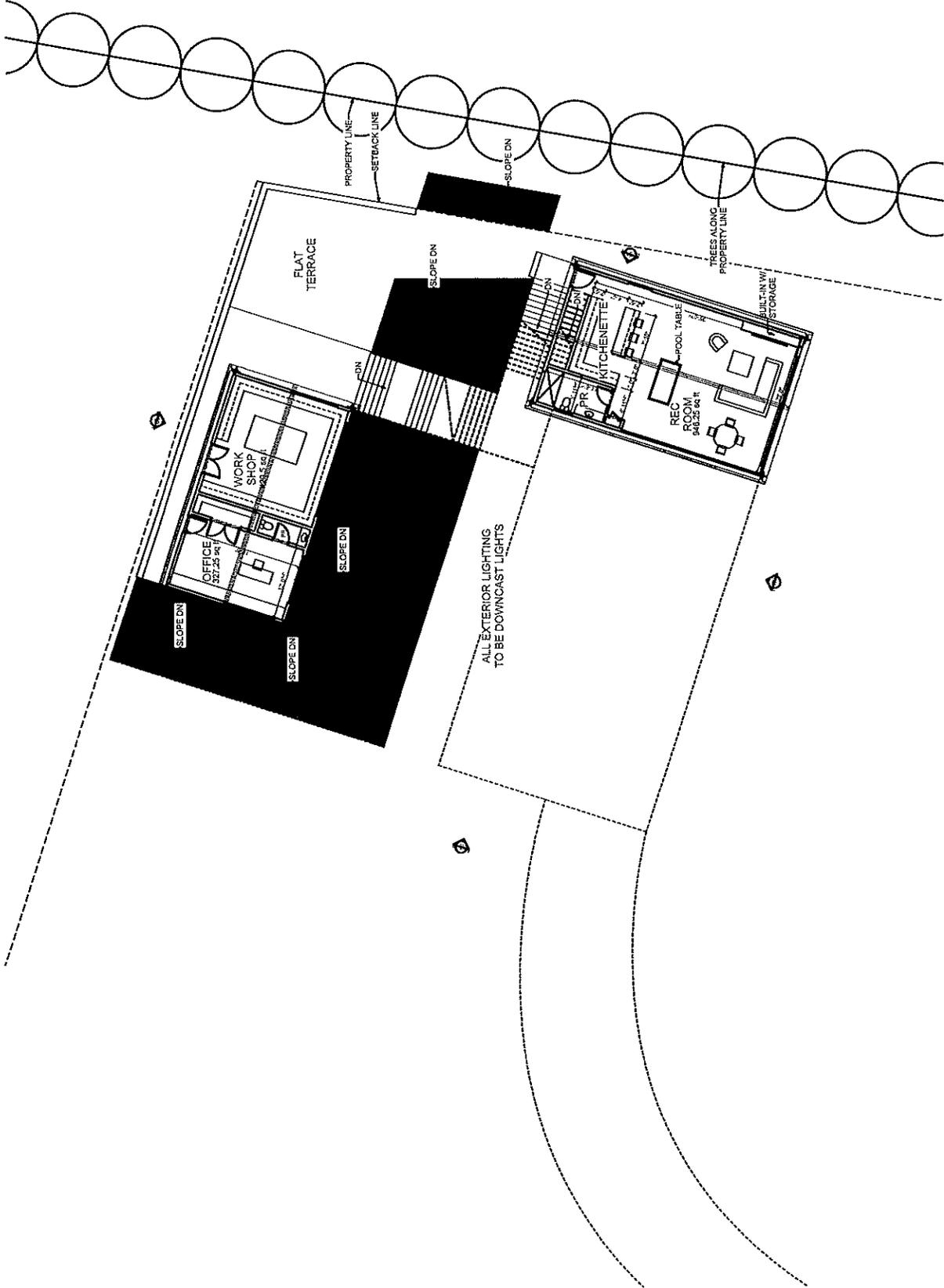
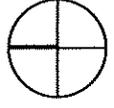
OUTBUILDINGS
UPPER LEVEL
PLAN

Date:

2/15/2023

Sheet:

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1 OUTBUILDING 2nd FLOOR

SCALE: 1/16" = 1'-0"

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BUR TON
ARCHITECTURE, P.L.C.

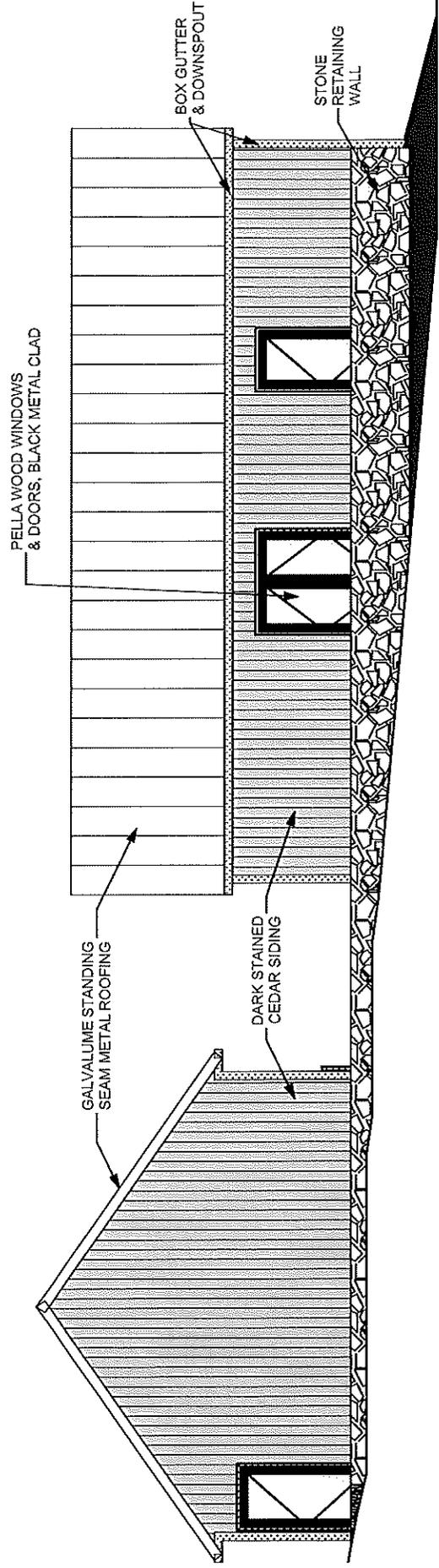
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Drawing Title:
OUTBUILDINGS
NORTH
ELEVATION

Date:
2/15/2023

Sheet:



1 NORTH ELEVATION

SCALE: 3/16" = 1'-0"

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Project:

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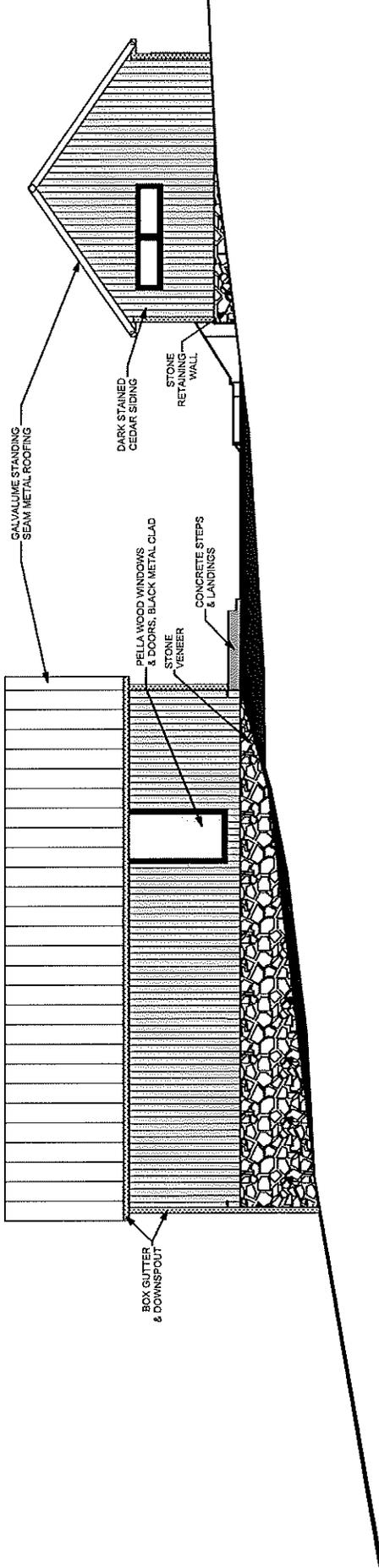
Drawing Title:

OUTBUILDINGS
EAST
ELEVATION

Date:

2/15/2023

Sheet:



1 EAST ELEVATION

SCALE: 1/8" = 1'-0"

CAR | TER
BUR | TON

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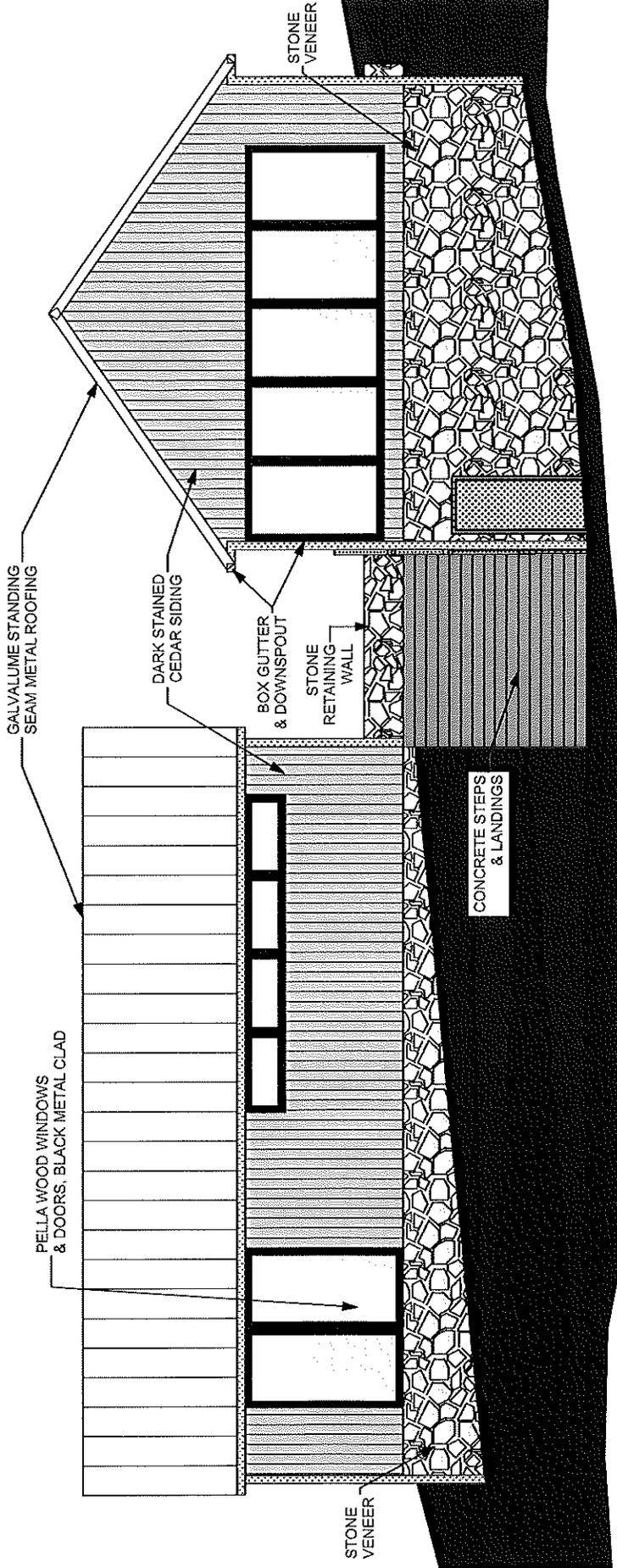
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OUTBUILDINGS
SOUTH
ELEVATION

Date:

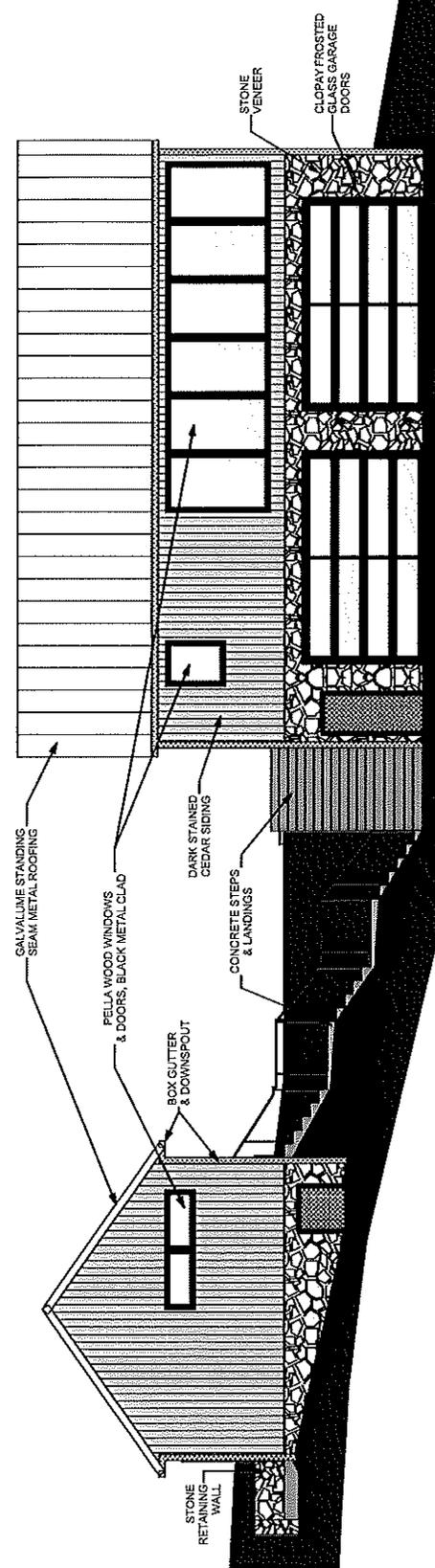
2/15/2023

Sheet:



1 SOUTH ELEVATION

SCALE: 3/16" = 1'-0"



WEST ELEVATION

SCALE: 1/8" = 1'-0"

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Project:

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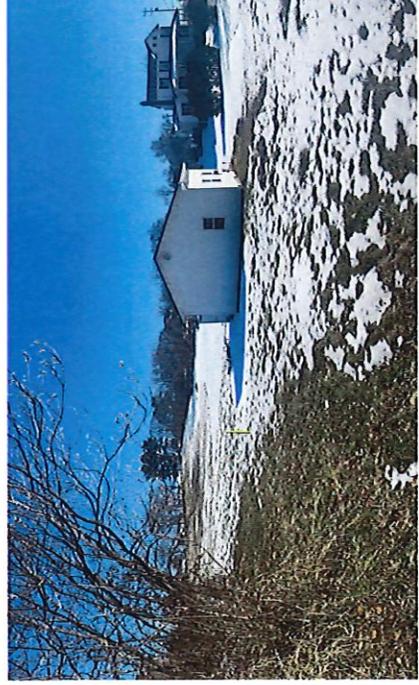
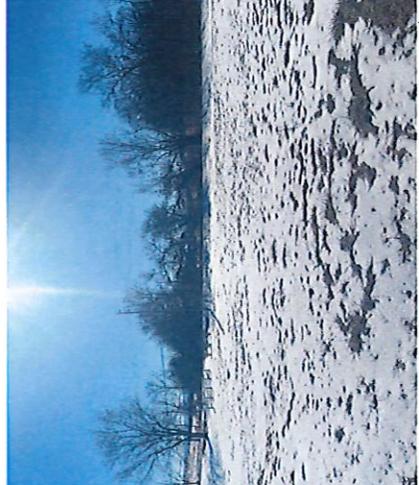
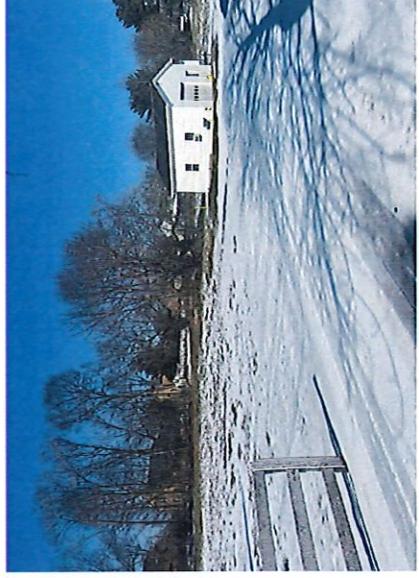
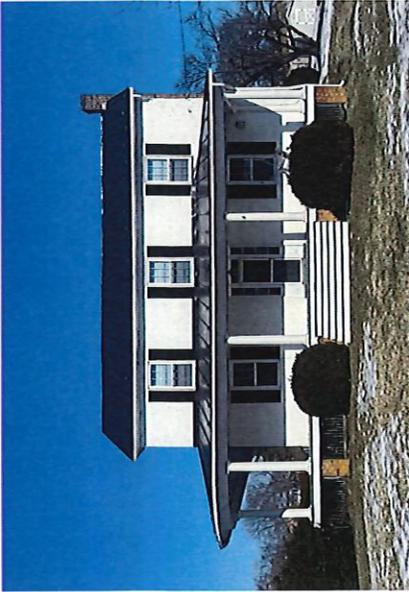
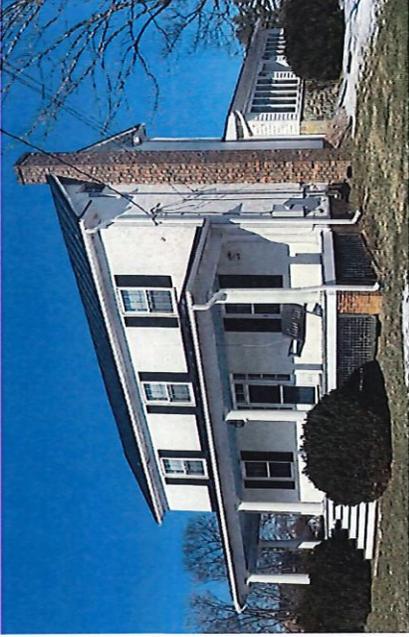
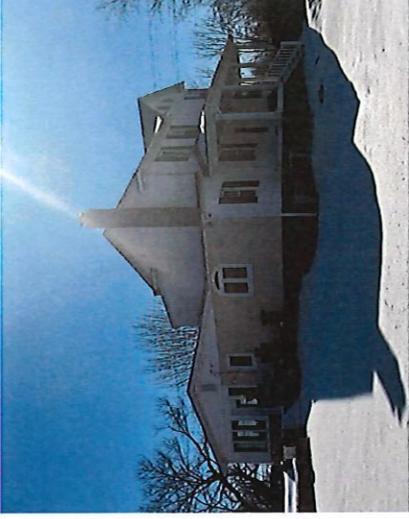
Drawing Title:

SITE PHOTOS

Date:

2/15/2023

Sheet:





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Project: McKenna 716 E Main St. Berryville, Va 22611

Drawing Title: MATERIAL & FIXTURE SAMPLES

Date: 2/15/2023

Sheet:

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Project:

McKenna
716 E Main St.
Berryville, Va
22611

Drawing Title:

PROJECT
SAMPLE

Date:

2/15/2023

Sheet:



Tyson Martin and Kris Short, Owners, are requesting a Certificate of Appropriateness in order to construct an accessory structure on the property located at 507 East Main Street, identified as Tax Map Parcel number 14A6-((2))-7, zoned C-1 Commercial.

Mr. Martin and Ms. Short are requesting a Certificate of Appropriateness in order to construct a 20'x20' accessory structure at the rear of their home on East Main Street. The metal building will be located in the middle of the back yard (no exact location was given) and must meet setback requirements established in the zoning ordinance. The building will be grey with white trim and a red roof. The building will be nine feet tall.

Recommendation

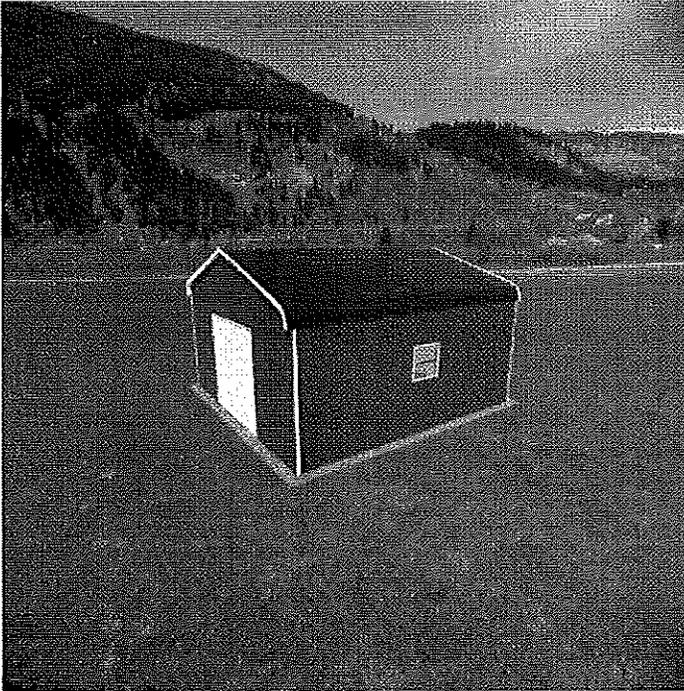
Discuss at the meeting.



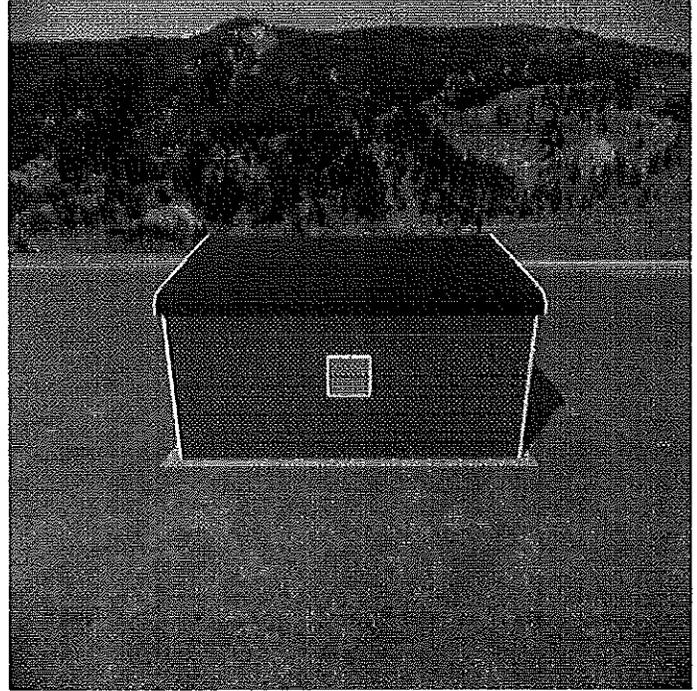
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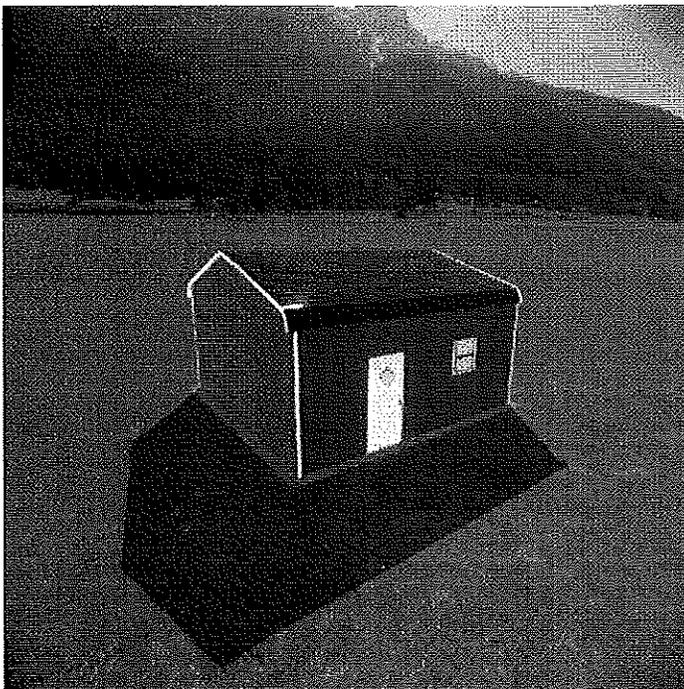
Delivery Zip Code: 22611



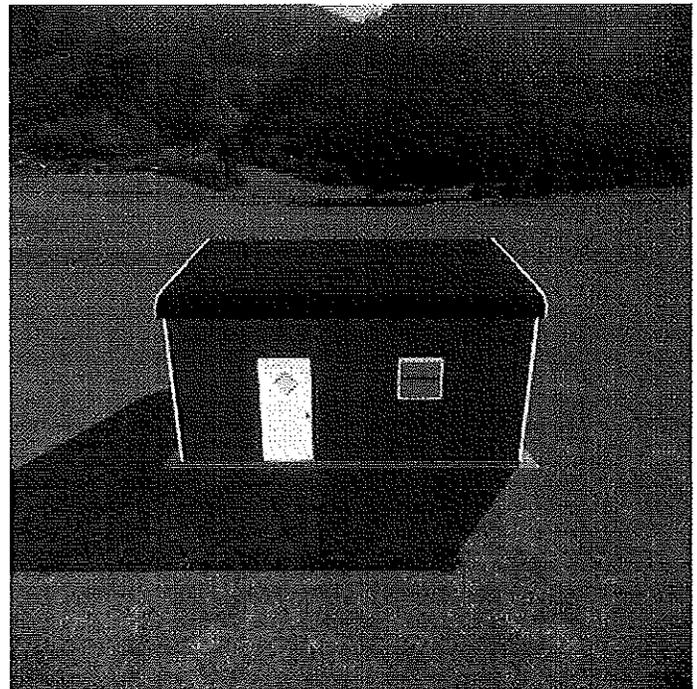
Front



Right



Back



Left

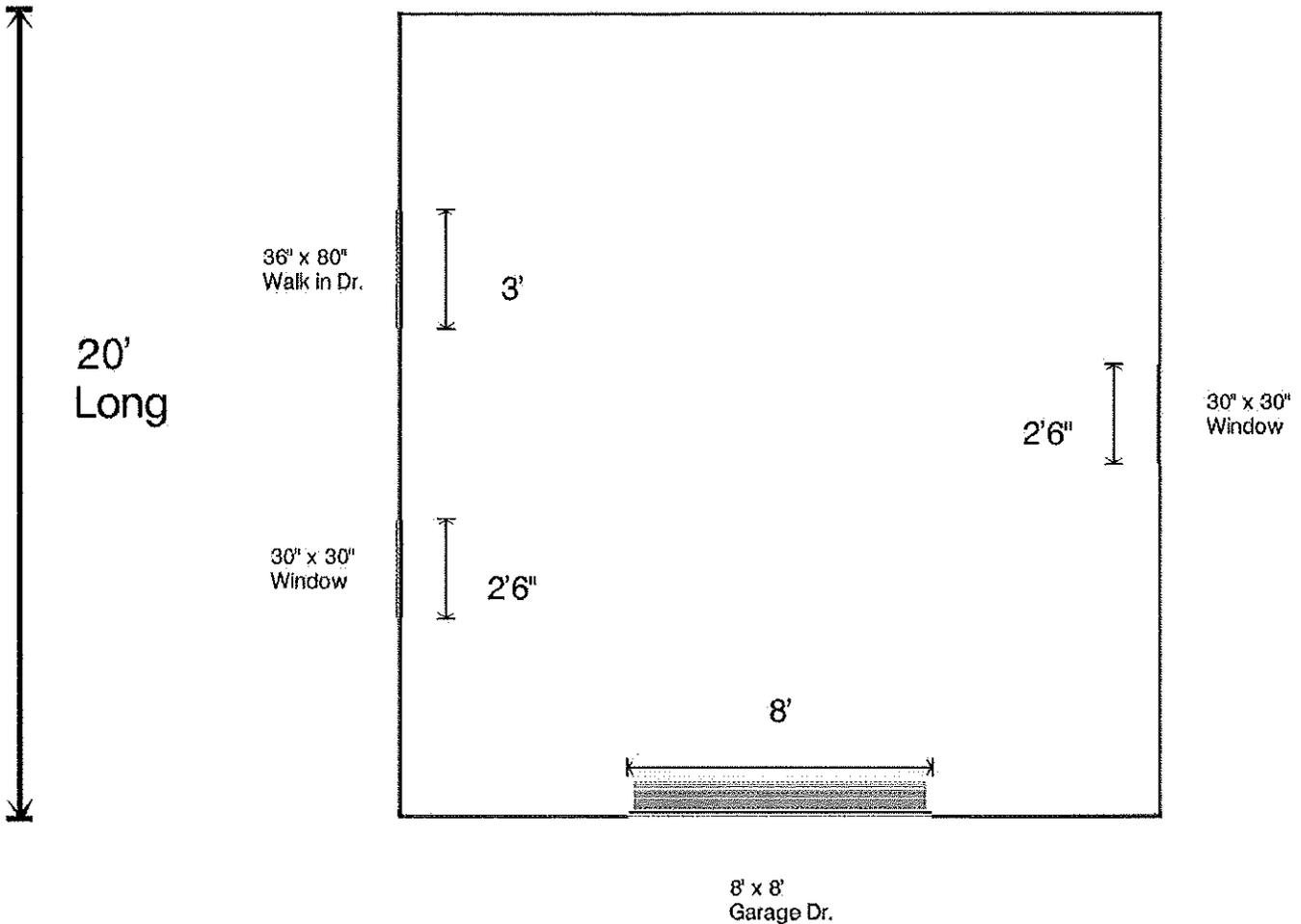


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20' Wide



Floor Plan



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Delivery Zip Code: 22611

20 x 20 Regular Roof Metal Garage \$5,462.50 1 \$5,750.00

Roof Color: Barn Red

Trim Color: White

Side & End Color: Quaker Gray

Garage Door Color: White

Galvanized or Colored Screws: Silver Galvanized Screws

Certified or Uncertified: Certified 140 mph & 35 psf

14 GA or 12 GA Tubing: Standard 14 GA

29 GA or 26 GA Sheeting: Standard 29 GA

Leg Height: 9' Leg Height on a 20' Long

Left Side: Left Side Closed with 8' - 9' Legs - 20' Long

Right Side: Right Side Closed with 8' - 9' Legs - 20' Long

Horizontal or Vertical Sides: Horizontal Sides

Ends: 20' Wide - Close Both 8' - 9' Ends

Horizontal or Vertical Ends: Horizontal Ends

Insulation Type: No Insulation

Insulation Options: No Insulation

Garage Doors 8'x8': One 8' Wide x 8' Tall Garage Door

Walk in Door: One Single Walk in Door 36" Wide x 80" Tall

Windows: Two 30" x 30" Windows

Installation Surface: Concrete

Power Outlet Available Within 100ft: No, Please Bring a Generator

Garage Doors 8'x8' Locations End: 1 Garage Door 8'x8' on End

Walk in Door Location: Walk in Door on Left Side Centered

Windows Location: Window on the Right Side

Subtotal: \$5,750.00

Limited Time 5% Discount: -\$287.50

Delivery & Installation: **FREE for Zip Code 22611**

Tax: Calculated in Checkout

Total: \$5,462.50

Deposit to Order: \$928.63

Prices subject to change without notice



- Public
- Points of Interest
- Floodplain-100Yr
- Parcels
- Bermville Zoning
 - Detached Res-1 (DR)
 - Detached Res-2 (DR)
 - Detached Res-4 (DR)
 - Residential-1 (R-1)
 - Residential-2 (R-2)
 - Residential-3 (R-3)
 - Attached Res (AR)
 - Older Persons Res (O)
 - Open Space Res (OS)
 - Business (B)
 - Business Park (BP)
 - Bus Commercial (BC)
 - Light Commercial (LC)
 - Downtown Commercial (DC)
 - Light Industrial (L-1)
 - Institutional (I/L)
 - Clarke County Boundary
- Major Roads
 - Interstate
 - US Highway
 - State Highway
 - Surrounding Counties Op
- Clarke County Roads
 - Private Roads
 - Roads
- Rail
- Buildings
- Appalachian Trail
- Streams
 - Perennial Streams
 - Intermittent Streams
- Ponds
- Rivers



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