

Berryville – Clarke County
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B E R R Y V I L L E
EST. 1798 *Genuine* VIRGINIA

Town of Berryville
ARCHITECTURAL REVIEW BOARD
Regular Meeting
Wednesday, August 2, 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 – May 10, 2023
4. Sign Review
Sacred Hearts Goods, Dana Olsen, Owner, is requesting a Certificate of Appropriateness in order to install a projecting sign at the property located at 5 South Church Street, identified as Tax Map Parcel number 14A5-((A))-10, zoned C General Commercial.
5. Discussion – Clarke County Courthouse Master Plan
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
MINUTES OF ORGANIZATIONAL MEETING
Wednesday, May 10, 2023

A meeting of the Berryville Architectural Review Board was held on Wednesday May 10, 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: Susan Godfrey, chair, Robin McFillen, vice chair, Jon Burge

Members absent: Satkuna Mathur, Mary Serock

The following staff members were present: Christy Dunkle, Community Development Director, Jean Petti, Deputy Town Manager

Call to Order

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

Approval of Agenda

Chair Godfrey asked for a motion to approve the agenda. Vice chair McFillen made the motion, seconded by Mr. Burge, to approve the agenda as presented. The motion passed by voice vote. Ms. Dunkle suggested moving item 6 Hogan's Alley Improvement Update to the front of the agenda.

Approval of Minutes

Mr. Burge made the motion to approve the minutes of the April 5, 2023 meeting as presented, seconded by vice chair McFillen, the motion passed by voice vote.

Hogan's Alley Improvement Update

Ms. Petti said Berryville Main Street (BMS) has been making strides towards improvements in Hogan's Alley. She said they have an opportunity to obtain additional funding from Virginia Main Street. She discussed the possibility of an iron arch reading "Hogan's Alley" over the entrance. Vice chair McFillen confirmed that the Town owns the alley and that BMS is working with adjacent property owners about the proposed improvements. Ms. Petti said she had discussed the removal of the benches in the plans which BMS agreed to. She identified tasks that will be the responsibility of BMS and the Town.

Ms. Petti said that BMS would prefer to use the self-watering planters pictured in the submission. She discussed the proposed mural, stating that the mural would be mounted on a backing and not a building which would allow it to be painted off-site and enable its removal and cleaning. She added that the Town would install poles on which the mural will be installed. Mr. Burge asked what the material would be. Ms. Petti said it is an aluminum face with corrugated plastic in the middle. Ms. Petti said she met with Rappahannock Electric Cooperative and they will be abandoning the existing pole and adding an additional one which will include electrical outlets and a meter. She said this will enable the string of lights to be plugged into the power source. She added that Ms. Carter has agreed allow the lights to be anchored from her building and has discussed the matter with Ms. Jones.

Ms. Petti identified the proposed two new removable bollards that would be installed on the Crow Street end of the alley. She said the Town will be patching and sealing the asphalt. There was a discussion about the surface treatment and Ms. Petti requested a recommendation on the color. It was determined that "burlap" would be the best color choice.

There being no further discussion, Mr. Burge made the motion to recommend "burlap" be the color used on the pavement, seconded by vice chair McFillen. The motion passed by voice vote.

Chair Godfrey asked for a motion concerning the bollards. Vice chair McFillen made the motion to approve brown bollards as presented, seconded by Mr. Burge. The motion passed by voice vote.

Vice chair McFillen made the motion to approve the self-watering planters as presented, and seconded by Mr. Burge. The motion passed by voice vote.

Vice chair McFillen asked about the status of the mural adding this is a point of concern with Architectural Review Board members due to previous designs that were presented by a BMS representative. There was a discussion about a call for artists. Ms. Petti said the organization does not have a mural design for the ARB to review at this time. Chair Godfrey added that the artwork should reflect the age and beauty of Clarke County.

Architectural Review

Kevin Denison, Owner, is requesting a Certificate of Appropriateness in order to construct an accessory structure on his property located at 304 West Main Street, identified as Tax Map Parcel number 14A1-((3))-2A, zoned R-1 Residential.

Ms. Dunkle said the applicant would like to install a 264 square foot accessory structure in the location identified in the application packet. She said there are several easements that encumber the area. There was a discussion about the structures on adjacent properties. Mr. Burge suggested that in order to match the principal structure, horizontal siding would be more appropriate. There was a discussion about materials, roof pitch, and installation of asphalt shingles to match the house.

There being no further discussion, vice chair McFillen made the motion to approve the request with the recommendation that the siding be horizontal siding to match the principal structure. Mr. Burge seconded the motion, which passed by voice vote.

Sign Review

Babs Olawuyi, Applicant, is requesting a Certificate of Appropriateness in order to install a sign for Hava Oaks Medical located at 1 West Main Street, identified as Tax Map Parcel number 14A5-((A))-10, zoned C General Commercial.

Ms. Dunkle said the sign has already been installed and conforms to zoning requirements. There was a discussion about the lack of legibility of the sign.

There being no further discussion, Mr. Burge made the motion to approve the sign as presented and seconded by vice chair McFillen. The motion passed by voice vote.

Other

There was no further business.

Adjourn

There being no further discussion, chair Godfrey adjourned the meeting at 1:13 p.m.

Susan Godfrey, Chair

Christy Dunkle, Recording Secretary

Sacred Hearts Goods, Dana Olsen, Owner, is requesting a Certificate of Appropriateness in order to install a projecting sign at the property located at 5 South Church Street, identified as Tax Map Parcel number 14A5-((A))-10, zoned C General Commercial.

Ms. Olsen is opening a bakery at the address referenced above. She currently sells her baked goods at several regional farmers' markets. She would like to install a projecting sign on an existing bracket. The two-sided black and white sign will be approximately 2'x3' and will be made of aluminum. A drawing of the sign is included in this report.

Recommendation

Approve as presented.

