

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
Wednesday, March 6, 2024

A meeting of the Berryville Architectural Review Board was held on Wednesday March 6, 2024 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, Satkuna Mathur

Member absent: Mary Serock

Press present: None

Staff present: Christy Dunkle, Community Development Director

Others present: Christina Kraybill (Berryville Main Street), Connor Makee

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.

Approval of Minutes

Mr. Burge made the motion to approve the minutes of the January 3, 2024 meeting as presented, seconded by Ms. Mathur, the motion passed by voice vote.

Mural Review

Berryville Main Street (Christina Kraybill, Agent), is requesting a Certificate of Appropriateness in order to install a mural on the side of the building located at 19 East Main Street, identified as Tax Map Parcel number 14A5-((A))-6 and visible from Hogan’s Alley, zoned C General Commercial.

Christina Kraybill, representing Berryville Main Street, discussed the Hogan’s Alley project. She said Berryville Main Street issued a call for entries with a late February deadline. She said she received five submittals, four of which had proposed layouts. Ms. Kraybill said the Berryville Main Street Board chose the proposed mural included in the packet. Ms. Dunkle distributed other submittals for the mural to ARB members. There was a discussion about the mural being painted on the wall of Ms. Jones’ building rather than a freestanding one as previously discussed. Ms. Kraybill indicated there were concerns about maintaining the latter. There was a discussion about the chosen mural. Mr. Burge suggested unifying the fonts and using those that were included in the Town’s branding. Vice Chair McFillen asked what the size of the mural will be. Ms. Kraybill said it will be 13’ high by 25’ wide. Ms. Kraybill said Ms. Jones has agreed to the design selected by the BMS

board and permission for the mural to be painted on her building on the plaster portion at the north end of the alley. Vice Chair McFillen asked about the timing of the installation. Ms. Kraybill said the Town will be doing some infrastructure work ahead of the installation which has not yet been completed. She anticipates it will be done this summer. Ms. Dunkle asked what the proposed budget is and Ms. Kraybill said it is \$3,000 to \$3,500, adding that they had additional funds because the benches were not going to be purchased as originally discussed.

Mr. Burge said he was fine with the mural as presented and made the motion to approve the request with the condition that the fonts used in the Town's branding be worked into the design. The motion was seconded by Ms. Mathur and approved by voice vote.

Sign Review

Connor Makee, Agent, is requesting a Certificate of Appropriateness for a freestanding sign for the Battletown Inn located at 102 West Main Street, identified as Tax Map Parcel number 14A1-((A))-51, zoned C General Commercial.

Ms. Dunkle said that this request is for a freestanding sign for the Battletown Inn. She said the sign is the same design and dimension as the previous freestanding sign. She introduced Mr. Makee to the Board. He confirmed that they will be building a similar supporting structure with the logo that is included in the packet. Mr. Burge asked about the materials. Mr. Makee said the structure will be wooden 4"x4" posts which will be painted white. Ms. Mathur asked if the business was operational. Mr. Makee said not yet, adding that the need to secure a Certificate of Occupancy and requisite permits from the Virginia Department of Health (VDH) prior to the commencement of business. Vice Chair McFillen asked what the business would include. Mr. Makee said the uses will be the same as before and that they plan to open nine of the 12 room depending on County Building Department and VDH approval. He said they are planning to serve breakfast, lunch, and dinner adding that they will also have a small café and a small retail area. Mr. Burge said he was looking forward to its opening. Chair Godfrey said that patio is a nice space. Mr. Makee said they have completed work on the patio.

There being no further discussion, Vice Chair McFillen made the motion to approve the request as submitted, seconded by Mr. Burge. The motion was approved by voice vote.

Other

Ms. Dunkle said she had received a request for a projecting sign at the property located at 304 North Buckmarsh Street. She said the applicant had submitted the image of his logo on a coffee mug. ARB members requested that staff contact the applicant to obtain a complete application that includes sign specifications and layout. They directed staff to administratively approve the sign once all of the information had been obtained and reviewed for compliance.

Adjourn

There being no further discussion, Vice Chair McFillen made the motion to adjourn the meeting, seconded by Mr. Burge, at 1:00 p.m.