

BERRYVILLE ARCHITECTURAL REVIEW BOARD
Berryville-Clarke County Government Center
MINUTES OF ORGANIZATIONAL MEETING
Wednesday, April 5, 2023

A meeting of the Berryville Architectural Review Board was held on Wednesday, April 5, 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, Satkuna Mathur, Mary Serock

Member absent: none

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

Chair Godfrey asked for a motion to approve the agenda. Ms. Mathur made the motion, seconded by vice chair McFillen, to approve the agenda as presented. The motion passed by voice vote. Ms. Dunkle said she had one other item to review that can be discussed under "Other."

Approval of Minutes

Mr. Burge made the motion to approve the minutes of the March 1, 2023 meeting as presented, seconded by Ms. Mathur, the motion passed by voice vote.

Sign Review

Vincent Petti, Owner, Petti Pest Control, LLC, is requesting a Certificate of Appropriateness in order to install a 12 square foot wall sign on the building located at 310 N. Buckmarsh Street, identified as Tax Map Parcel number 14A2-((A))-4, zoned C-1 Commercial.

Ms. Dunkle said the applicant would like to install a wall sign on the building on North Buckmarsh. She said he had wanted to install a banner as a permanent sign but staff told him that would be permitted for 30 days. There was a discussion about the businesses in the building. Ms. Dunkle said she had not received information such as the linear footage of the front of the building or the size of the existing sign that may allow for additional square footage, adding that the ordinance permits up to 12 square feet per occupancy. There was a discussion about the location of the sign. Ms. Dunkle said that applicant had not indicated the location. ARB members asked staff to obtain that information to assure zoning conformance.

There being no further discussion, vice chair McFillen made the motion to approve the sign as presented, requesting that staff obtain information on the location of the sign. The motion passed by voice vote.

Other

Ms. Dunkle said that Michelle Jones is planning to re-side the eastern side of her building which faces Hogan's Alley. Ms. Dunkle distributed photographs of the existing siding. She said Ms. Jones would like to

replace the existing Masonite with vinyl siding. Ms. Dunkle said she would like to keep it the same color. She said the current condition of the siding indicates that water may remain on the building because of lack of sunlight in the alley. Mr. Burge suggested using a German lap vinyl siding which would mimic the siding currently on the structure.

There being no further discussion, Ms. Serock made the motion, seconded by vice chair McFillen, to approve the request as presented, recommending that the owner use German lap style siding.

Chair Godfrey referenced a banner that had been installed a number of months ago. Ms. Dunkle said she would contact the business owner.

Adjourn

There being no further discussion, vice chair McFillen made the motion to adjourn the meeting at 12:43 p.m.

Susan Godfrey, Chair

Christy Dunkle, Recording Secretary