

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, August 2, 2023**

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A meeting of the Berryville Architectural Review Board was held on Wednesday August 2, 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, Jon Burge, Satkuna Mathur, Mary Serock

Member absent: Robin McFillen, vice chair

Staff present: Christy Dunkle, Community Development Director

Press present: Mickey Powell, Winchester Star

Others present: Chris Boies, Clarke County Administrator

**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 Ms. Serock, 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 May 10, 2023 meeting as presented, seconded by Ms. Mathur, the motion passed by voice vote.

**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.**

Ms. Dunkle said Ms. Olsen is opening a bakery at 5 S. Church Street and would like to install a projecting sign on the existing bracket. She said the applicant is working with the County Building Department to modify the building for use as a bakery. She said Ms. Olsen currently sells her products at the Clarke County Farmers' Market and the market in Upperville.

There was no additional discussion. Ms. Serock made the motion, seconded by Mr. Burge, to approve the sign as presented.

**Discussion – Clarke County Courthouse Master Plan**

Chair Godfrey recognized Chris Boies, Clarke County Administrator, who updated Board members on the courthouse programming.

Mr. Boies described the project and proposed amenities including a second statue, seating area, and new pedestrian access on the site. He said the proposed new statue would be located in front of the new courthouse and will likely feature an African-American Civil War theme. He said the consultants have suggested a contest to determine design ideas. He discussed changes to the grading in front of the new courthouse which will aid with accessibility and cleaning up the vegetation in this area. Mr. Boies confirmed that alternative 3 will be recommended and that the Board will be asked to accept the design. He said two open houses had been held and they received varying opinions.

There was a discussion about the removal of the beech tree due to its size and the location of the original statue. Ms. Mathur asked how the program began. Mr. Boies said that the County formed a citizens' committee after concerns about the confederate statue were voiced. He said the committee recommended leaving the statute in its location and doing a master plan for the site. Mr. Burge asked what the Board will be approving in August. Mr. Boies said agreeing to the concept of alternative 3 will allow the County to enter into a new contract with the designer to continue the programming. Ms. Mathur asked if funds had been identified for the project. Mr. Boies said there has been and that donors have been identified for the second monument. Mr. Burge said he will be interested in the outcome of the statue design.

**Other**

There was a discussion about bakery requirements.

**Adjourn**

There being no further discussion, Ms. Serock made the motion to adjourn the meeting the meeting at 1:13 p.m.

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Susan Godfrey, Chair

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Christy Dunkle, Recording Secretary