

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, November 29, 2023**

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A meeting of the Berryville Architectural Review Board was held on Wednesday November 29, 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

Members absent: No one

Staff 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. Mather made the motion, seconded by Vice Chair McFillen, to approve the agenda as presented. The motion passed by consensus.

**Approval of Minutes**

Ms. Mathur made the motion to approve the minutes of the October 4, 2023 meeting as presented, seconded by Mr. Burge, the motion passed by consensus.

**Sign Review**

**Huntley Dillon, Owner, The Lash Barn, is requesting a Certificate of Appropriateness in order to install a freestanding sign at the property located at 110 West Main Street, identified as Tax Map Parcel number 14A1-((A))-49, zoned C General Commercial.**

Ms. Dunkle described the request. She said that Ms. Dillon would be opening her business at the Dellinger's building on West Main Street. She said the applicant would like to replace the existing sign on the post in front of the building. Chair Godfrey read the proposed sign specifications.

There being no further discussion, Vice Chair McFillen made the motion, seconded by Ms. Serock, to approve the sign as presented.

**Other**

There was no other business.

**Adjourn**

There being no further discussion, Ms. Serock made the motion to adjourn the meeting, seconded by Mr. Burge, at 12:37 p.m.

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Susan Godfrey, Chair

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Christy Dunkle, Recording Secretary