

Berryville – Clarke County
Government Center
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BERRYVILLE
EST. 1798 *Genuine* VIRGINIA

ARCHITECTURAL REVIEW BOARD

Regular Meeting

Wednesday, August 7, 2024 - 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 – June 5, 2024
4. Sign Review
Jackeline Ortiz, Owner (Itiel Therapeutic Massage) is requesting a Certificate of Appropriateness for a projecting sign and portable free-standing sign at the property located at 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77 zoned C General Commercial.
5. Sign Review
Sarah Hogue, Owner (Lavish Studios), is requesting a Certificate of Appropriateness in order to hang a temporary banner at the property located at 15 Crow Street, identified as Tax Map Parcel number 14A2-((A))-64, zoned C General Commercial.
6. Sign Review
Brennah Thomas, Owner (Rat Pack Antiques & Toys), is requesting a Certificate of Appropriateness in order to install a wall sign at the property located at 10 West Main Street, identified as Tax Map Parcel number 14A2-((A))-60. Zoned C General Commercial.
7. Other
8. 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 REGULAR MEETING
Wednesday, June 5, 2024

A meeting of the Berryville Architectural Review Board was held on Wednesday June 5, 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 Mather

Member absent: Mary Serock

Press present: None

Staff present: Christy Dunkle, Community Development Director

Call to Order

Chair Godfrey called the meeting to order at 12:32 p.m.

Approval of Agenda

Chair Godfrey asked for a motion to approve the agenda. Ms. Mathur made the motion, seconded by Mr. Burge, to approve the agenda as presented. The motion passed by voice vote.

Approval of Minutes

Vice Chair McFillen made the motion to approve the minutes of the April 3, 2024 meeting as presented, seconded by Mr. Burge, the motion passed by voice vote.

Sign Review

Christina Kraybill (Berryville Main Street) is requesting a Certificate of Appropriateness for a projecting sign at the property located at 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77 zoned C General Commercial.

Ms. Dunkle said that the Berryville Main Street sign blew down and they are requesting approval of a new sign in its place. She said it will be no larger than the previous sign. There was a discussion about the bracket that will be used for the installation. Ms. Dunkle said that the incubator business who will be located in the space will likely use the bottom portion of the sign, adding that the sign must be at least 8'-6" above the sidewalk.

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

Architectural Review

Jonathan Fausey, Agent (VLM Properties, LLC), is requesting a Certificate of Appropriateness in order to construct an addition at the property located at 15 Academy Street, identified as Tax Map Parcel number 14A2-((A))-64, zoned C General Commercial.

Ms. Dunkle said that Mr. Fausey has completed the purchase of 15 Academy Street. She said the applicant was issued a Certificate of Appropriateness for new aluminum-clad windows to install on the principal structure. She said that he is planning on putting an addition on the rear of the property and has requested approval for materials. She distributed drawings to members and discussed the additional windows, roof, siding, and gutters. There was a discussion about the type of standing seam the roof should have. Mr. Burge recommended that flat panel option which matches the roof on the existing structure. There was consensus of the siding and gutter choices.

There being no further discussion, Mr. Burge made the motion to approve the siding, gutters, and additional windows with the recommendation that the flat panel standing seam material be used. The motion was seconded by Vice Chair McFillen and passed by voice vote.

Other

There were no other items.

Adjourn

There being no further discussion, Chair Godfrey adjourned the meeting at 12:45 p.m.

Susan Godfrey, Chair

Christy Dunkle, Recording Secretary

Jackeline Ortiz, Owner (Itiel Therapeutic Massage) is requesting a Certificate of Appropriateness for a projecting sign and portable free-standing sign at the property located at 23 East Main Street, identified as Tax Map Parcel number 14A5-((A))-77 zoned C General Commercial.

Ms. Ortiz will be opening a massage therapy business in the Berryville Main Street incubator space on the second floor of 23 East Main Street. She would like to install an 18" diameter aluminum two-sided sign that will be installed below the Berryville Main Street sign that was approved in June.

The applicant would also like to display a portable free-standing sign. The two-sided sign is approximately 2'x3' and conforms to requirements established in Section 307.4(k) of the Berryville Zoning Ordinance.

The signage, including additional signs for the incubator space, must be at least 8'-6" above the sidewalk.

Recommendation

Approve as presented.



5' x 5' window decal on entry door



18" diameter aluminum double sided sign that will hang under the BMS sign



25" W x 45" H x 3" D frame size

**Fits 2 (24"x 36") plastic sign
inserts**

**Will be placed on sidewalk when
business is open**

Sarah Hogue, Owner (Lavish Studios), is requesting a Certificate of Appropriateness in order to hang a temporary banner located at 15 Crow Street, identified as Tax Map Parcel number 14A2-((A))-64, zoned C General Commercial.

Ms. Hogue would like to hang a temporary banner celebrating a grand reopening at her shop located on Crow Street. The banner is 6'x4'. Section 307.4(l) allows temporary signs of up to 24 square feet for not more than 30 days.

Recommendation

Approve as presented.

Lavish
STUDIOS

Brennah Thomas, Owner (Rat Pack Antiques & Toys), is requesting a Certificate of Appropriateness in order to install a wall sign at the property located at 10 West Main Street, identified as Tax Map Parcel number 14A2-((A))-60. Zoned C General Commercial.

Ms. Thomas is opening a shop in the location of the former My Neighbor and Me on West Main Street. She would like to install an existing sign pictured in the photographs included in this packet. While there is no specific size requirement for projecting signage, the precedent for approvals has been no larger than 2'x3' in order to fit the scale of the downtown area and wind load. Staff has contacted the applicant with this concern.

Recommendation

Discuss at the meeting.



Sign Material: Wood

Sign Dimensions: 41.5" x 41.5"

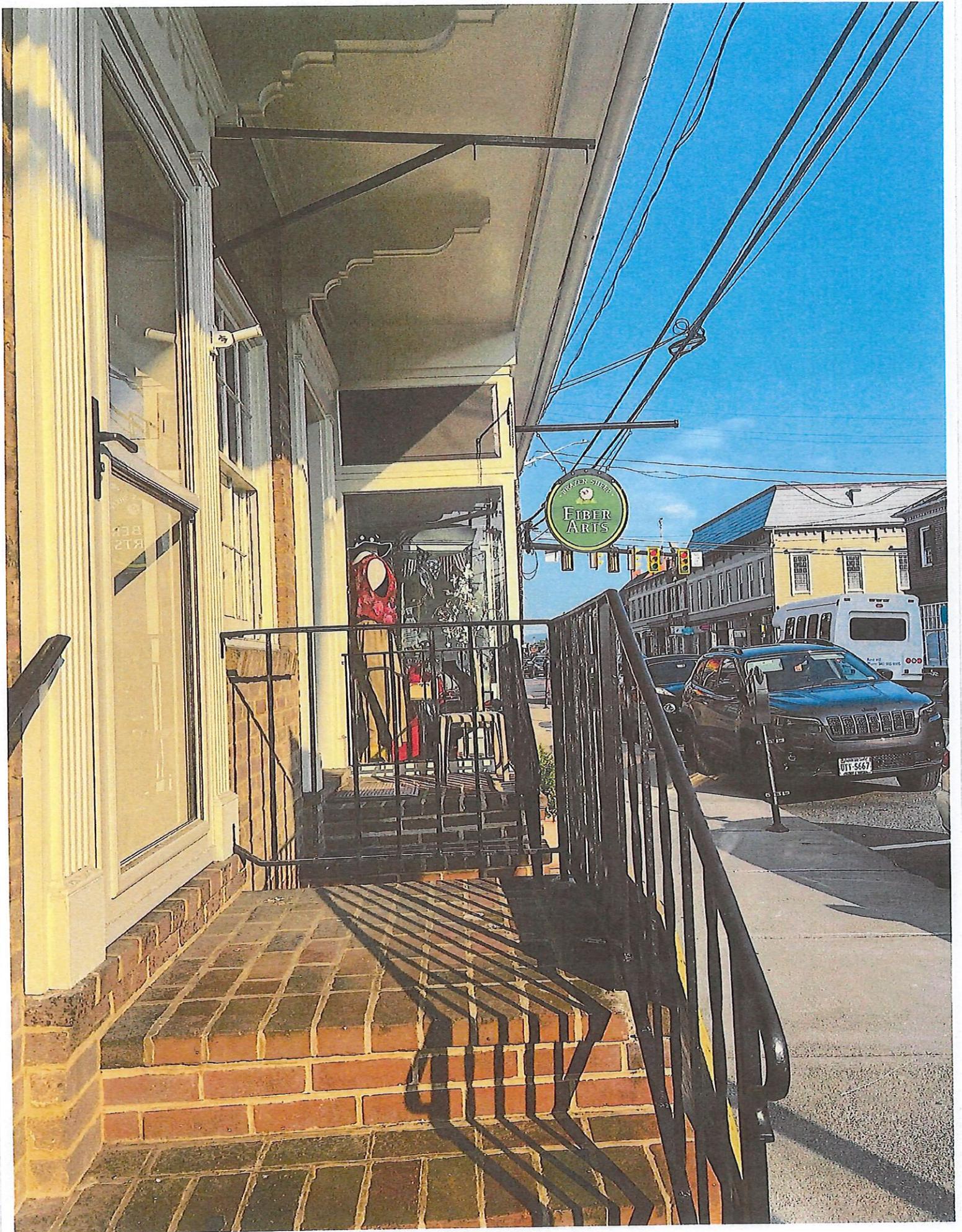
Sq. Footage: 11.92 sq. ft.

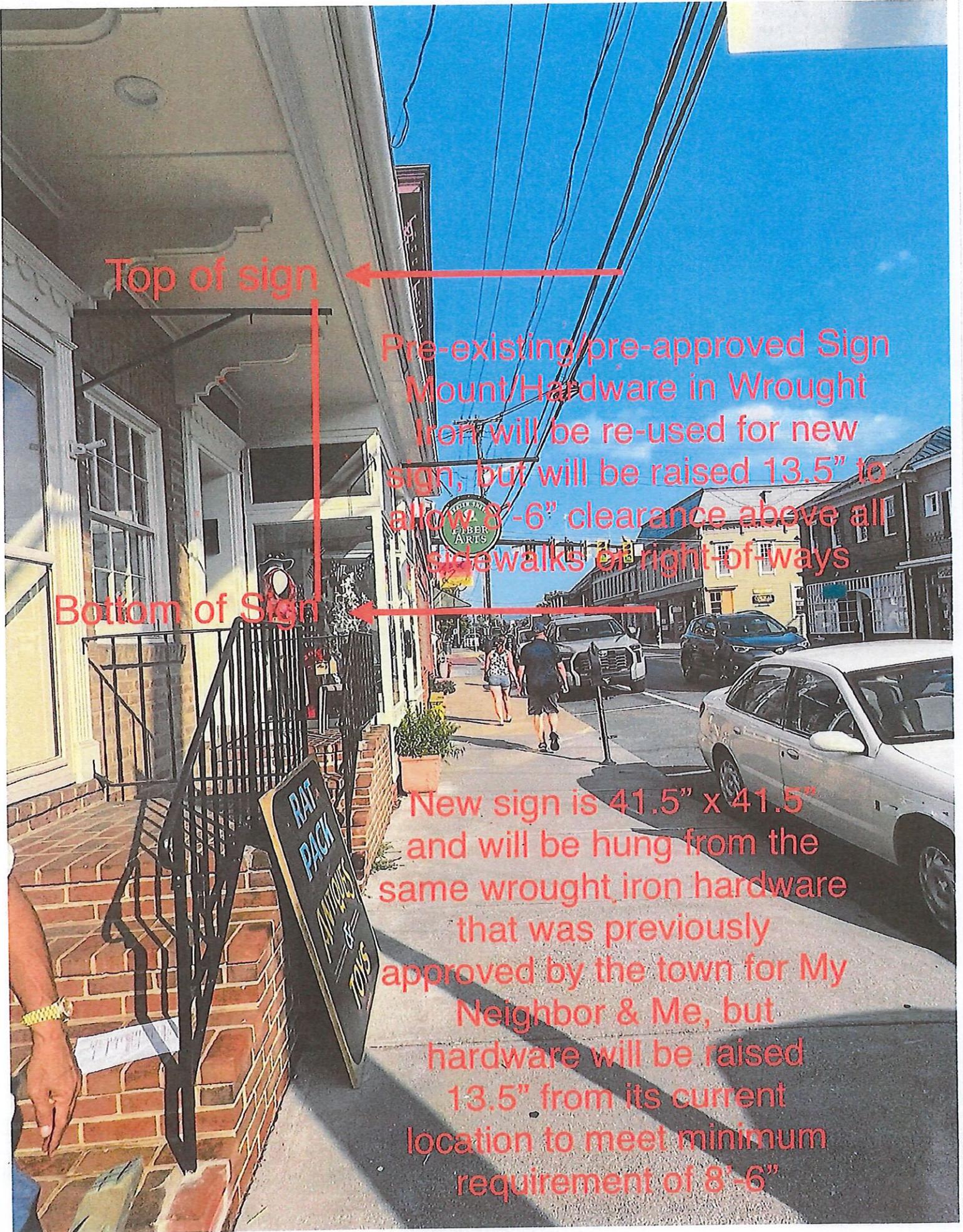


Hanging from this
wall mount

This sign...

RAT
PACK
ANTIQUES
&
TOYS





Top of sign



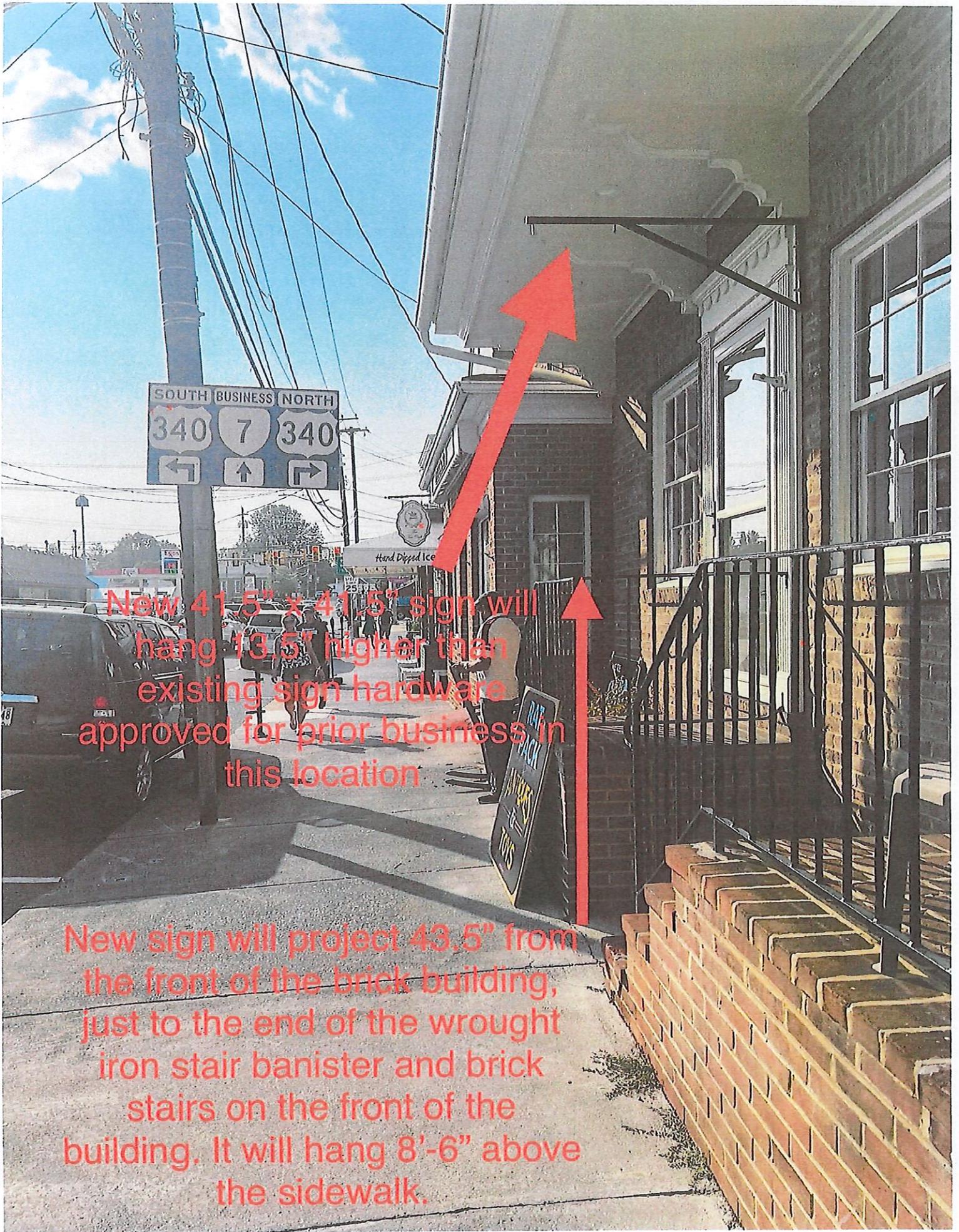
Pre-existing/pre-approved Sign Mount/Hardware in Wrought Iron will be re-used for new sign, but will be raised 13.5" to allow 8'-6" clearance above all sidewalks or right-of-ways

Bottom of Sign



New sign is 41.5" x 41.5" and will be hung from the same wrought iron hardware that was previously approved by the town for My Neighbor & Me, but hardware will be raised 13.5" from its current location to meet minimum requirement of 8'-6"





New 41.5" x 41.5" sign will hang 13.5" higher than existing sign hardware approved for prior business in this location

New sign will project 43.5" from the front of the brick building, just to the end of the wrought iron stair banister and brick stairs on the front of the building. It will hang 8'-6" above the sidewalk.