

Berryville – Clarke County  
Government Center  
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Berryville, VA 22611



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**BERRYVILLE**  
EST. 1798 *Genuine* VIRGINIA

**AGENDA**

**Town of Berryville**

**ARCHITECTURAL REVIEW BOARD**

Wednesday, August 4, 2021 - 12:30 p.m.

Berryville – Clarke County Government Center  
101 Chalmers Court - Meeting Room AB – Second Floor

1. Call to Order – Susan Godfrey, Chair
2. Approval of Agenda
3. Approval of Minutes – July 7, 2021
4. Architectural Review  
Richard G. Sponseller, Owner, Sponseller Flower Shop, Inc., is requesting a Certificate of Appropriateness for replacement windows at the property located at 2 West Main Street, identified as Tax Map Parcel number 14A2-((A))-61A, zoned C General Commercial.
5. Other
6. Adjourn

**Harry Lee Arnold, Jr.**  
*Mayor*

**Erecka L. Gibson**  
*Recorder*

**Council Members**

**Donna Marie McDonald**  
*Ward 1*

**Diane Harrison**  
*Ward 2*

**Grant Mazzarino**  
*Ward 3*

**Kara C. Rodriguez**  
*Ward 4*

**Keith R. Dalton**  
*Town Manager*

**BERRYVILLE ARCHITECTURAL REVIEW BOARD**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**Wednesday, July 7, 2021**

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A meeting of the Berryville Architectural Review Board was held on Wednesday, July 7, 2021 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, Mary Serock

Member absent: Satkuna Mathur

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**

Vice chair McFillen made the motion to approve the agenda, seconded by Ms. Serock, the motion passed by voice vote.

**Approval of Minutes**

Mr. Burge made the motion to approve the minutes of the May 5, 2021 meeting as presented, seconded by vice chair McFillen, the motion passed by voice vote.

**Sign Review**

**Mucharin Channarongchai, Owner, The Zen of Sushi, Inc., is requesting a Certificate of Appropriateness for signage for Zen Ramen at the property located at 32 West Main Street, identified as Tax Map Parcel number 14A2-((A))-56 zoned C General Commercial.**

Ms. Dunkle explained the request to place a new face on an existing two-sided projecting sign located at 32 West Main Street. She said previous restaurants in this location, including the Tastee Freeze, Camino Real, and Boyd's Nest, have used this structure. Vice chair McFillen said that Townhouse Restaurant had also used it and believed it dated back to the 1950's.

There being no further discussion, Mr. Burge made the motion to approve the sign as presented, seconded by Ms. Serock, the motion passed by voice vote.

**Sign Review**

**Keith Wagner, Talley Sign Company, is requesting a Certificate of Appropriateness for an updated sign package for F&M Bank Winchester located at 23 North Church Street, identified as Tax Map Parcel number 14A2-((A))-62, zoned C General Commercial.**

Ms. Dunkle said that BB&T is changing its name to Truist and the sign package presented identifies the design and location of the modified signage. There was a discussion about internally lit channel letters that will be on the front of the building and the logo itself.

There being no further discussion, Mr. Burge made the motion to approve the signage package as presented, seconded by vice chair McFillen, the motion passed by voice vote.

**Other**

Ms. Dunkle updated members on housing projects currently under development.

**Adjourn**

There being no further discussion, vice chair McFillen made the motion to adjourn the meeting at adjourned at 12:47 p.m.

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Susan Godfrey, Chair

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Christy Dunkle, Recording Secretary

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**Architectural Review**

**Richard G. Sponseller, Owner, Sponseller Flower Shop, Inc., is requesting a Certificate of Appropriateness for replacement windows at the property located at 2 West Main Street, identified as Tax Map Parcel number 14A2-((A))-61A, zoned C General Commercial.**

Mr. Sponseller is requesting a Certificate of Appropriateness to replace windows on the second story of his building located at the address above. The windows face West Main and North Church streets. He would like to install thermal aluminum clad windows which match the existing 6/6 grill pattern. Specifications are included in the packet.

Staff discussed the need for exterior grills to be applied to the windows with the applicant.

**Recommendation**

Approve with the application of exterior grills.

TOWN OF BERRYVILLE

101 CHALMERS COURT, SUITE A \* BERRYVILLE VA 22611
Phone (540) 955-4081 \* Fax (540) 955-4524 - E-mail: planner@berryvilleva.gov

ARCHITECTURAL REVIEW BOARD APPLICATION

Please note: This is an application only. The permit will be issued only if approved by the Zoning Administrator and after review and recommendation from the Architectural Review Board.

To be completed by Applicant:

Date July 29, 2021, 2021
Applicant's Name: Richard G. Sponseller
Company/Organization: Sponseller's Flower Shop, INC.
Applicant's Address: 2 W. MAIN ST. BERRYVILLE, VA 22611
Telephone Number: 540-955-3227 e-mail: sfsinc@hotmail.com

As the legal owner legal representative of the owner of the property for which this application is being made, I hereby grant my permission to the applicant to apply to the Architectural Review Board. I am familiar with the project and permit the applicant to complete any necessary work for which this application is being submitted.

Property Owner's Signature: [Signature]
Property Owner's Address: SAME Telephone: 540-539-6029

Project Location: Use: Zoning:
District:

- Project Type (check all that apply)
New Construction: Primary Structure (house, commercial building) Secondary Structure (shed, garage)
Addition to an existing structure: Primary structure (house, commercial building) Secondary structure (shed, garage)
Alterations to an existing structure.
Demolition of an existing structure.
Amendments to a previously approved application.

Please describe the request of the application: 2ND FLOOR WINDOW REPLACEMENT

(OVER)

**Submittals**

- Drawings – six (6) scale copies of elevations of proposed structures or modifications.
- Site Plan – six (6) scale copies of site modifications including building footprints, fence locations, and walkway locations.
- Material/color samples or illustrations as applicable including but not limited to cut sheets of new windows, doors, roof materials (shingles, standing seam metal, etc.), and outdoor lighting fixtures.
- Photographs of existing structure (if applicable) and site conditions.
- For a demolition project, please submit photographs depicting all elevations of the building proposed for demolition, any post-demolition plans for the site, and, if applicable, any information on new construction proposed for the site.
- Any additional information deemed necessary by Planning Department staff.

Signature of Applicant: 

Date: 7/29/2021

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**TO BE COMPLETED BY ZONING ADMINISTRATOR**

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Street Address: \_\_\_\_\_

Tax Map #: \_\_\_\_\_

Zoning Designation: \_\_\_\_\_

Applicable Regulations: \_\_\_\_\_

Other Conditions: \_\_\_\_\_

This Sign Permit is approved ( ) denied ( ) for the sign described on the property indicated above. If denied, for the following reason(s): \_\_\_\_\_

Signature of Zoning Administrator: \_\_\_\_\_

BY

**West-Prime™ Thermal Aluminum Windows** are ideally suited for commercial or residential use. The West-Prime™ Thermal Window was designed to handle the demanding requirements of commercial quality windows while maintaining a pleasing, easy-to-operate, residential look and feel.

*(The Cloisters Condominiums, Naples, Florida)*

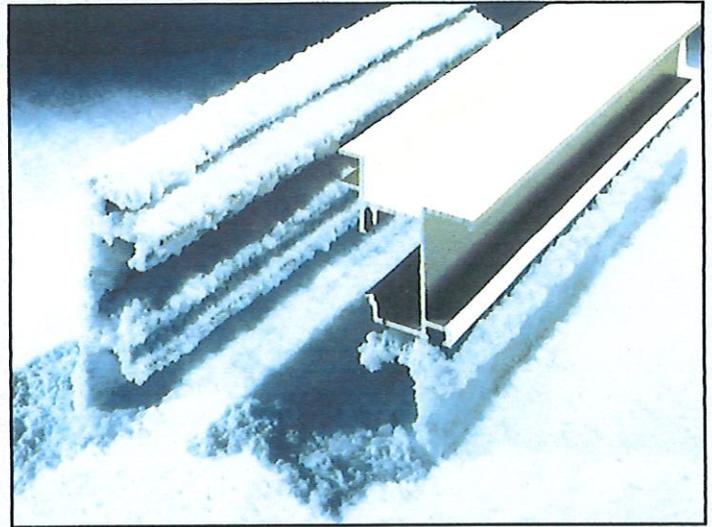


### ***West-Prime™ Thermal Double Hung Standard Features***

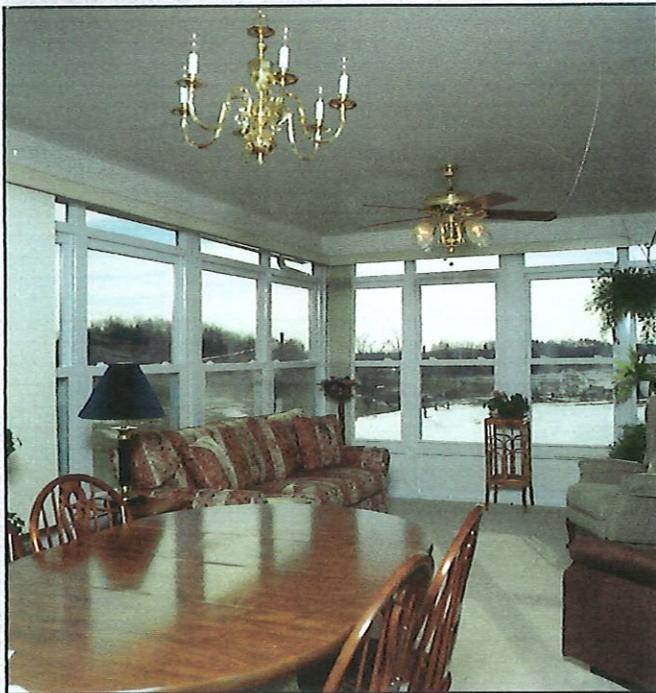
- 7/8" Insulated Glass for improved thermal efficiency. Our insulated glass attained the highest achievable test rating (CBA) in the industry.
- Both double hung sashes tilt in for easy cleaning.
- Heavy duty extruded aluminum frame and sash rails for strength and long service life.
- Four rows of weatherstripping at the interlock, coupled with fin-seal weatherstripping around the sash rails provides one of the best possible seals against air infiltration. Two rubber bulb compression seals on the bottom sash provide tight closure at the frame sill.
- Easy-to-operate cam-action sash locks, with two locks standard on windows over 24" in width.
- Electrostatically applied enamel finishes are durable and long lasting.
- Large, extruded aluminum lift rail is curved for a comfortable and secure grip when raising and lowering the bottom sash.
- Concealed, quiet spiral balance system makes raising and lowering both sashes easy. The balance system is fully adjustable, should adjustments ever be required.
- Full or half height screen is made of the same heavy extruded aluminum used in the sash and frame, with aluminum screening standard. Fiberglass screening is optional.
- The West-Prime™ Thermal Window is made with glass produced in the USA, as we believe it is of the highest quality available.
- Matching picture window is available.

# 2 Thermal Barrier Resists Heat and Cold Transfer.

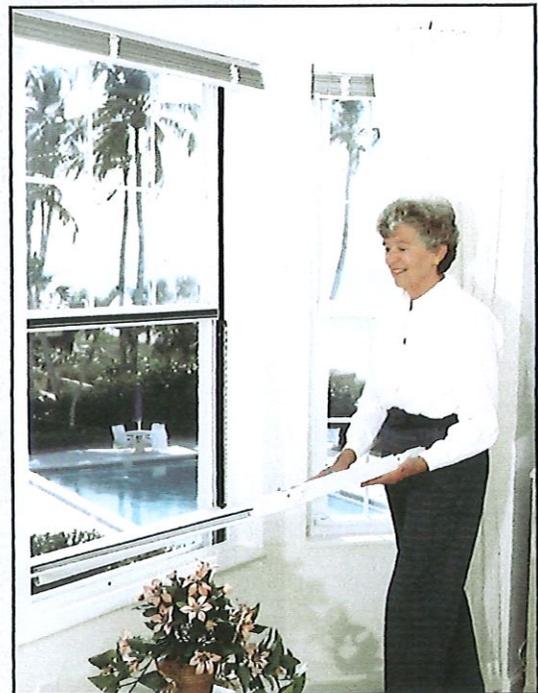
In the cold of winter, beautiful, durable West-Prime™ Thermal Aluminum windows help keep the cold outside, while the inside stays cozy and warm. In the heat of summer, the interior stays cooler and more comfortable. That's because of the unique thermal efficiency of our West-Prime™ Thermal Windows...thermal efficiency that's due to our thermal barrier which helps to block the transfer of heat and cold. The interior space stays at the chosen temperature longer...with less work from the heating and cooling system.



This photo clearly shows the importance of the thermal barrier. We set our West-Prime™ Thermal Window frame and an ordinary aluminum window frame on extremely cold dry ice to illustrate how cold is transferred through the frame. Notice that the ordinary aluminum window frame, shown on the left, is completely covered with frost. Now look at the West-Prime™ Thermal Window frame on the right. Our thermal barrier resists the transfer of cold from the outside to the inside of the frame. And, of course, the same thermal barrier slows the transfer of heat in summer.



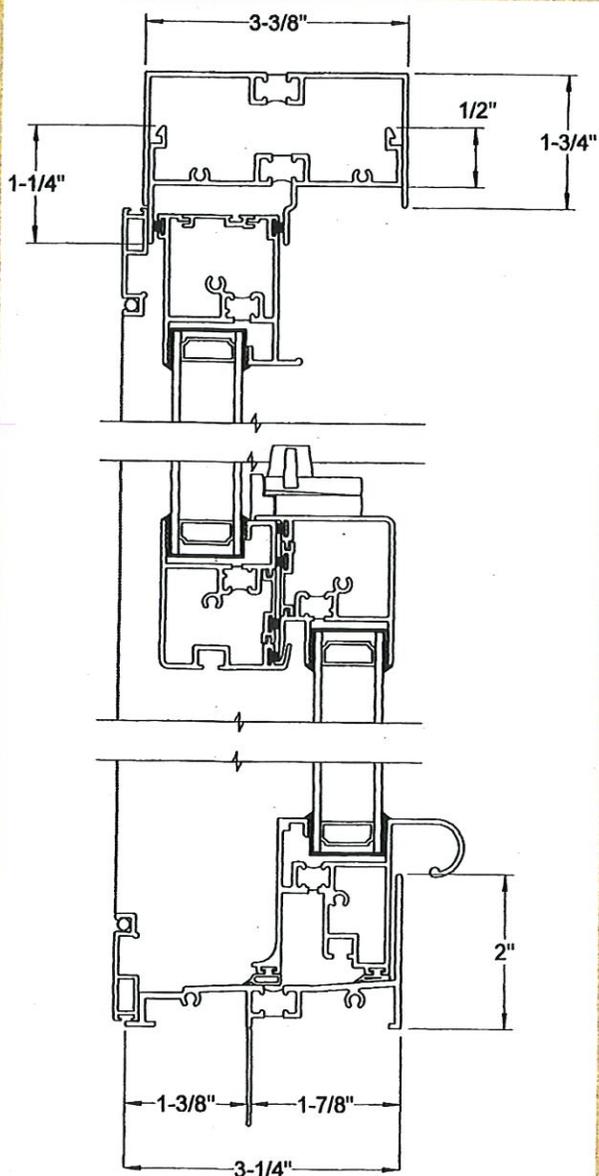
**Room Enclosures** benefit greatly from the architectural strength of aluminum. West-Prime™ Thermal windows are available in our popular West Comfee Room™ line of aluminum room enclosures, allowing you to transform ordinary decks and patios into beautiful living spaces with minimal effort. West-Prime™ Thermal windows are available in white, tan, and bronze finishes to complement any style of architecture.



**West-Prime™ Thermal Windows** make window cleaning easy. No more dangerous climbing or precarious sitting on the sill to clean the outside of your windows. Window sashes tilt into the room for fast, easy cleaning...or can be completely removed, if desired. Cleaning is likely to be the only maintenance required, and West-Prime™ Thermal Windows make that a snap.

*On the Cover: Kentucky Towers Apartment and Office Complex, Louisville, Kentucky. Renovated with West-Prime™ Thermal Windows from West Window Corporation.*

# 3 West-Prime™ Thermal Specifications



**DISTRIBUTED BY:**

**MANUFACTURED BY:**

*West Window Corporation*

P.O. Drawer 3071  
Martinsville, VA 24115  
276-638-2394  
www.westwindow.com

**MANUFACTURER:** Manufacturer shall be West Window Corporation, located at 226 Industrial Park, Martinsville, Virginia. (P.O. Box 3071, Martinsville, VA 24115, phone 276-638-2394.)

**MATERIALS:** Frame and sash main members are made of T6063-T6 aluminum alloy extrusions with a poured in channel urethane thermal barrier, debridged to resist temperature transfer through the extrusion. Typical extrusion wall thickness is .062 inches.

**CONSTRUCTION:** Frame components are assembled using double screw coped corner construction and are secured by #8 x 1" 410 stainless steel screws. Frame corner seams are sealed with a low modulus, non acetic silicone sealant. Frame depth is 3 1/4" at jamb and head and 3 1/2" at the sill with the sill sloped to the outside for positive water drainage. Frames are available in new construction as well as replacement configurations.

Sash components are joined at the corner using single screw coped corner construction and are fastened with 410 hardness stainless steel screws set in extruded screw bosses. A snap in rigid vinyl filler is used at all rails.

**GLAZING:** Both sash are channel glazed using a flexible vinyl glazing gasket along the perimeter of a sealed insulating glass unit. Sash may be re-glazed if necessary using existing sash rails.

**INSULATING GLASS UNITS** have an overall thickness of 7/8" and consist of two lites of glass and one air space. The air space is created by a perforated aluminum spacer joined at the corner by injection molded plastic corner keys. A low deflection silica gel based molecular sieve adsorbent is contained in the two longest sides of the aluminum spacer. The edge seal consists of a uniform layer of hot melt butyl sealant. Insulating glass meets ASTM E773 and ASTM E774 specifications and achieves a top rating of CBA for Sealed Insulating Glass. Some glazing options consist of clear, low emissivity, tinted, obscure, and tempered glass.

**SCREENS:** Screen frame is made of T6063-T6 aluminum alloy extrusions and employs mitered corner construction, fastened at the corner with self locking zinc die cast corner keys. Screen cloth is of aluminum or fiberglass mesh held firmly in place by a solid vinyl spline. An aluminum horizontal tie bar is used in the center of the full height screen for added strength and stability. Half height screen is also available. Screen attaches securely to the window with spring retainers that engage the window frame and is removable from both inside and outside. Two metal spacer buttons at the bottom of the screen help water run off at the window sill.

**HARDWARE:** Window is equipped with two die cast zinc cam type sash locks and die cast metal keepers located on the meeting rail. Lock finish is phosphate coated, electrostatically painted baked enamel to resist chipping and flaking.

**ADJUSTABLE BALANCES** are concealed, spiral silicon steel spring type with zinc cadmium plated rod and self-lubricating thermoplastic bearing for quiet, low friction operation. Both sash tilt in and are removable via a locking tilt shoe located in each jamb track. Two stamped metal pivot bars located on the bottom of each sash couple the sash to the balance mechanism.

**TILT LATCHES** are injection molded with fingertip actuator that allow both sash to tilt in for cleaning and/or removal.

**WEATHERSEALS:** Two rows of center fin wool pile weatherstripping are used along the stiles of both sash and at the top of the top sash. The meeting rail utilizes two rows of polypile weatherstrip on the exterior meeting rail and one row of polypile and one row of center fin wool pile along the interior meeting rail (four rows of weatherstripping at the interlock). The bottom sash uses two rows of vinyl bulb seal at the frame sill.

**FINISHES:** All aluminum extrusions in master frame, sash, and screen are finish painted with an electrostatically applied enamel in a choice of three colors: White, Bronze, and Tan.

**INSTALLATION AND OPERATION:** Installation of window shall be furnished by others and shall be done in a professional manner. Window shall be set plumb and square in opening with no twisting or distorting of the window, and shall be properly anchored. A non-hardening sealant compatible with aluminum shall be provided by the installer and applied by the installer in sufficient quantity to provide a watertight seal between the window and opening. After installation, window shall operate smoothly with no binding of the sashes. Both sash shall tilt in easily for cleaning and/or removal. Sash locks shall mate securely with lock keepers when in the closed and locked position.

**CERTIFICATION:** Copies of certified test reports are available on request and may be obtained by writing West Window Corporation, P.O. Box 3071, Martinsville, VA 24115, or by calling (276) 638-2394.

**WARRANTY:** Window is covered by West Window Lifetime Limited Warranty. Details of the provisions of this warranty are available on request. West Window commenced operation in 1949.

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# West Prime Thermal Commercial Windows