



# TOWN OF OCCOQUAN

Town Hall, 314 Mill Street, Occoquan, VA 22125  
www.occoquanva.gov | info@occoquanva.gov | (703) 491-1918

## ARCHITECTURAL REVIEW BOARD MEETING

**Tuesday, November 27, 2018**  
**7:30 PM**

### TOWN HALL - 314 MILL STREET

1. Citizen Comments
2. October 23, 2018 Meeting Minutes
3. Signage Design Guidelines
4. Historical Marker Discussion/Approval
5. Town Council Report
6. Planning Commission Report
7. Town Manager Report
8. Chair Report

Brenda Seefeldt  
Chair, Architectural Review Board

## ARB MEETING NOTES – October 23, 2018

Meeting called to order 7:31 p.m. by Laurie Holloway. ARB members in attendance: Laurie Holloway, Stewart Emenheiser, Carol Bailey, Lori Domenech, Douglas Kastens & Johnathan Torres. (Chair Brenda Seefeldt out with broken ankle)

1. **Minutes of previous meeting:** Carol moved to accept the minutes as written. Johnathan seconded. Approved in voice vote.

2. **Discussion of exterior elevation application from Charles & Rena Keith for property renovation at 450 Mill St.:** Mr. Keith described the installation of new cedar shingles, replacing the same type and color of the current shingles, which have deteriorated and suffered storm damage. Motion to approve the application made by Stewart, seconded by Johnathan. Approved on voice vote.

3. **Jennings Mill Development Presentation:** Mr. Sills

- Mr. Sills presented glossy photos showing changes his team has made to his planned development during seven adjustments since his last presentation. Changes include the addition of cast-iron canopies, gas lamps, copper accents, and rounded roof accents. He also displayed an architect's rendering of the rear (riverside) view. A public boardwalk will added at builder's cost. Benches and green space shown along boardwalk.

Responses to ARB questions submitted following the previous presentation:

- Sidewalk depth remains the same as existing sidewalks on that site.
- Boardwalk will be same width as the existing ones in town, and will be shored up to support planters and to withstand river current and elements.
- No boats can be tied up along boardwalk.
- Additional stone was incorporated into the facade to accommodate our request.
- Improvements made to angular design, adding more curved areas and inclusion of doorways and awnings.
- Initially about 3,000 square feet of retail will be used as the sales office.
- Ultimately, there will be approximately 7,500 ft. of retail.
- Entrance doors to retail are clearly illustrated.
- Once a site plan is approved, environmental/traffic studies will begin.
- Parking is sufficient to meet current code requirements. He will seek a variance to provide **less (I thought this was more?) parking than required, allowing for additional public parking.** ~~and use space for other purposes.~~ Included are 7-8 spots per retail establishment.
- Jennings Mill name is up for debate if suggestions are received before approval. The ARB has suggested that Mr. Sills consider "Occoquan Mill" or "The Mill at Occoquan" as an option.
- Plans call for 88 residential units, a mix of 1- and 2-bedroom units.
- No maintenance costs are being added or requested from the town.
- The street will be milled and resurfaced upon completion of development.
- Estimated timeline is 14 months from when a permit is issued.
- Developer hopes to use barges whenever possible to transport building materials.

4. No sign requests were submitted for consideration at this meeting.

5. Town Council Report: Laurie Holloway

- Still looking for Town Manager - a good group of candidates being interviewed.

- Kayak Ramp funding came through, so project will be underway shortly.
- Intersection improvements schedule discussed.

Planning Commission: Jen Matthis

- Meeting focused on Jennings Mill Development Presentation

Best wishes for speedy recovery for Brenda!

Meeting adjourned by Laurie Holloway at 8:16 p.m.