

ARB Meeting Notes – December 10, 2019

Meeting called to order at 7:30 pm

In attendance: Brenda Seefeldt, Carol Bailey, Darryl Hawkins, Jonathan Torres, Douglass Kastens, Lori Domenech, Laurie Holloway, Ryan Dillard

1. Citizen Comments – None
2. August Meeting Minutes will be approved at January Meeting.
3. Meeting Calendar for 2020 ARB Meetings was set with the following dates scheduled: Jan. 28, Feb. 25, March 24, Apr. 28, May 26, June 23, July 28, Aug. 25, Sept. 22, Oct. 27, Dec. 15. **Brenda S. made a motion to adopt the calendar, Laurie H. 2nd, approved.**
4. 305 Mill St. Application to install a retractable awning - tabled until January meeting as applicant was unable to attend due to illness
5. 311 Mill St. - Application to install an exhaust fan on roof - silver aluminum with a small section visible above roof line. **Laurie H. moved to accept application, Lori D. 2nd, approved.**
6. PWC Visitor Center Kiosk - Brendon Hanafin from Prince William County presented information about this project. Proposed location would be next to Mill House Museum - 10' x 4' brick pad would be installed with the sign centered on pad. It would face the street but have additional signage space on the back.

Kiosk is required to be in close proximity of rest rooms.

With regard to the sign, Laurie asked about an awning or roof over the sign to protect brochures but was informed that that is not part of the plan. Brochure pockets will have vinyl flaps that can be lifted to remove literature. Occoquan information would be limited to back side of sign.

It was suggested that an Occoquan map be displayed on the front of the sign. Mr. Hanafin seemed to think it was a PWC regulation that the PWC map be on the front. It may be possible to have both maps on the front of the sign.

Discussion moved to what information should be displayed about Occoquan. One suggestion was to list restaurants, shops, businesses, etc. It would need to be updated periodically, but might not be practical due to frequency of turnover. Displaying town events was discussed and noted that River Mill Park (close proximity) already does that.

7. Town Council Report - Laurie reported that no new info about the Mill building project was available.
8. Planning Commission Report - Darryl reported that new signage at entrance to town is being considered and the old signage removed for more beautification.

9. Chair Report - Brenda reported that ordinances regarding banners and signs, lighting, etc. were last adopted in 2011. Decisions on signs come about due to the ordinances, not personal preferences.
10. Bonus: Carol invited everyone to visit the Tourist Center in the near future to see what is being displayed, She suggested that most of the available information is about PWC rather than Occoquan.

Adjourned 8:40