



TOWN OF OCCOQUAN

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

ARCHITECTURAL REVIEW BOARD MEETING

**Town Hall – 314 Mill Street
Tuesday, February 25, 2020
7:30 p.m.**

1. Citizen Comments
2. Approval of Minutes
 - a. January 28, 2020 Minutes
3. ARB2020-002: 413 Mill Street-PWC Visitor Kiosk Application
4. ARB2020-003: 440 Mill Street – Fence Application
5. Town Council Report
6. Planning Commission Report
7. Chair Report

Brenda Seefeldt
Chair, Architectural Review Board

ARB Meeting Minutes - January 28, 2020

Meeting called to order at 7:30 pm

In Attendance:

ARB members: Brenda Seefeldt, Carol Bailey, Ryan Dillard, Lori Domenech, Darryl Hawkins, Douglass Kastens. Unexcused absence: Johnathan Torres.

Town Hall Staff: Kathy Leidich, Town Manager and Katy Nicholson, Town Clerk

1. Citizen comments – None
2. Approval of Minutes - Brenda S. made a motion approve both August & December 2019 Minutes, Carol B. 2nd. Approved.
3. ARB2019-003 - 305 Mill Street - Retractable Awning at Patriot Scuba - The applicant showed photos indicating a 13' by 8' wine colored awning. Lori D. made a motion to approve, Carol B. 2nd, Approved.
4. ARB2020-001 - 408 Mill Street - Sign Application for Local Color, Shifting Tides and Occoquan Air Bnb's - 3 separate signs for 3 different businesses at same location. Douglass K. made a motion to approve, Ryan D. 2nd, Approved.
5. Prince William County Visitor Kiosk Center - Julie Little met with County representatives and explained the Town's position that the Occoquan map needs to be on front of kiosk rather than back. Still under review and Kathy Leidich will reach out to be sure they understand our concerns.
6. No report from Town Council
7. Planning Commission - Elliott Perkins explained that new signage is being proposed as part of ongoing beautification efforts. Samples of possible signs were provided and the commission would like feedback from ARB before moving forward. Brenda asked ARB members to review and submit feedback within two weeks.
8. Chair report – The Chair had no report and opened the floor for any discussion. Carol asked about beautification. She was asked to bring those concerns to the attention of Town Council at a monthly meeting or by email. There was discussion about some violations by Historic district residents as well as business owners that are being addressed, specifically extended use of string lights, signs and flags. The discussion was fruitful giving the Chair some direction on how to proceed.
9. Adjourned 7:57 pm



TOWN OF OCCOQUAN ARCHITECTURAL REVIEW BOARD

APPLICATION FOR EXTERIOR ELEVATIONS Commercial and Residential

This application must be filed at Town Hall by **noon on the Wednesday** prior to the Architectural Review Board meeting, which is regularly scheduled on the fourth Tuesday of each month at 7:30 p.m. in Town Hall. The Board requires that actual paint color samples and product brochures (and a photograph of the structure if there is to be a change to the structure's exterior) accompany this form. Applicants are encouraged to refer to the Guidelines (Residential and Commercial) which are available for review at Town Hall and online at www.occoquanva.gov. The applicant or a representative must be present at the meeting, during which the ARB will review the application.

Name: Prince William County Office of Tourism

Mailing Address: 14420 Bristow Road, Manassas VA

Phone: (703) 792-4270 Date Submitted: 2/20/20

Project Address: 413 Mill Street

Work is scheduled to begin (date): 4/15/20

Roof and Roofing

Pitch: NA Material: _____ Color: _____

Dormers

Pitch: NA Material: _____ Color: _____

Windows

Dimensions: NA Window Placement: _____

Grid Pattern/Color: NA Grid Profile: _____

Shutter Color: NA Trim Paint Color: _____

Material(s)

Brick, stucco, siding, etc.: NA

Color(s): _____ Pattern: NA

Mortar Color: NA Joint Pattern: NA

Doorway(s)

Design/Pattern: NA

Column Size: NA Porch Post(s) Size: NA

Spindle Design: NA Color(s): NA

Light Fixtures (color/style/placement): NA

Fences, walls, decks

Material(s) (wood, brick, stucco, etc.): brushed aluminum posts for the kiosk

Color(s): black powder coated for kiosk frame

Pattern: _____

Decorative Trim and/or Hardware: the kiosk will be designed to compliment the street lighting

Mortar Color: NA Joint Pattern: NA

For new construction or alteration of structure, attach nine copies of scale drawings of the proposal. For new construction, attach a schematic showing building in relation to neighboring buildings.

Landscape Design Plan Attached? Yes No

John Marie Parker
Applicant's Signature

Chair, Architectural Review Board

Date Submitted: 02/19/2020

Date Approved: _____

TOWN USE ONLY

Check No.: _____ Cash Receipt No.: _____

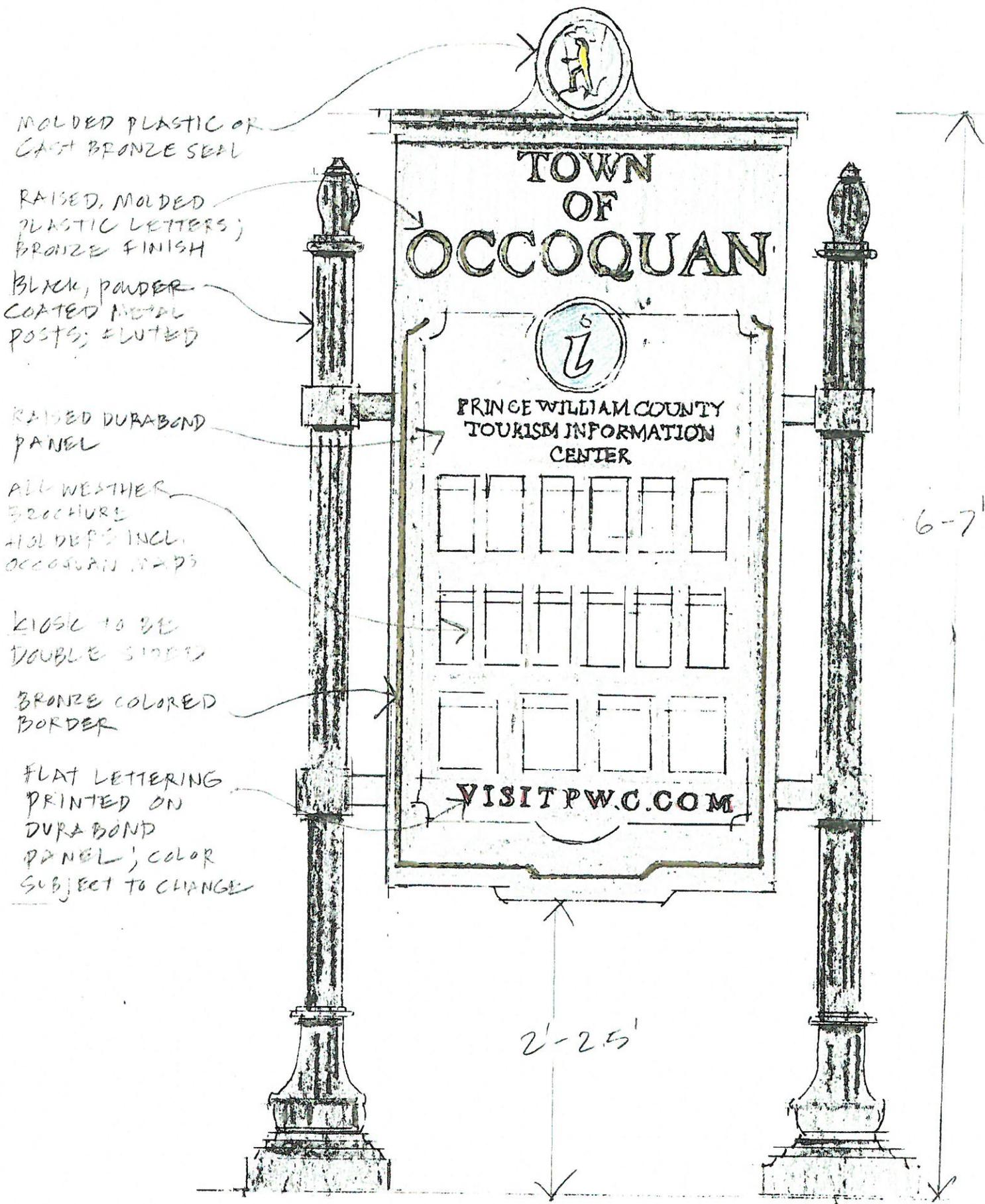
Application Fee: \$10

Visitor Center Kiosk Narrative – Town of Occoquan

The kiosk is planned for the west side of the sidewalk adjacent to the Mill House Museum (please see attached location exhibit). Site work will include a 6'x6' sidewalk addition. The addition will match the existing high concrete curb and the brick paver overlay. This will increase the sidewalk area around the west side of the museum to 12'x12'. The kiosk will be placed in the center of the expanded sidewalk, allowing for at least 5' of clearance on either side of the kiosk.

The kiosk will be fabricated of black, powder coated aluminum. It will be designed to closely match the existing light poles along Mill Street. The rough dimensions are 7' high with a 2 ½" clearance below the insert. The informational panel will be roughly 4.5' x 4.5'. Once the project is approved, the County will contract with the sign fabricator and provide a final design to the town before ordering the kiosk.

The informational panel will be DURA BOND aluminum material (please see specification sheet). The front panel will include the Town and County name, a map of the Town and one of the County, and web site information. Final layout to be negotiated with the Town staff. The rear panel will have weather resistant brochure racks for tourism and programming information.



MOLDED PLASTIC OR
CAST BRONZE SEAL

RAISED, MOLDED
PLASTIC LETTERS;
BRONZE FINISH

BLACK, POWDER
COATED METAL
POSTS; FLUTED

RAISED DURABOND
PANEL

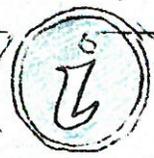
ALL WEATHER
BROCHURE
HOLDERS INCL.
OCCOQUAN MAPS

KIOSK TO BE
DOUBLE SIDED

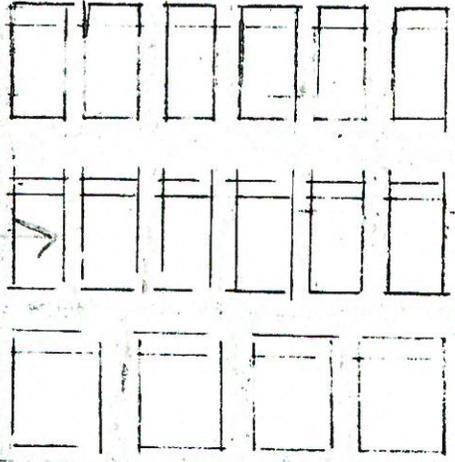
BRONZE COLORED
BORDER

FLAT LETTERING
PRINTED ON
DURABOND
PANEL; COLOR
SUBJECT TO CHANGE

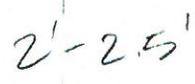
TOWN
OF
OCCOQUAN



PRINCE WILLIAM COUNTY
TOURISM INFORMATION
CENTER



VISITPW.C.COM







110 Emerson Place,
Brooklyn, NY 11205
t: 718.399.3333
e: sales@sfsupplies.com
w: sfsupplies.com

DURA-BOND®

TECHNICAL DATA SHEET

PANEL DIMENSIONS:	
Panel Thickness (mm)	3
Aluminium Skin Thickness (mm)	0.30
Weight (Kg m ²)	3.75
STANDARD SIZES:	
1220 x 2440	*
DIMENSIONAL TOLERANCES:	
Thickness (mm)	-0 + 0.2
Width (mm)	± 2
Length (mm)	± 3
Diagonal (mm)	± 5
Thermal Expansion	2.4mm/m @100°C Temp Difference
Aluminium Thickness (mm)	Where applicable as specified in EN485-4
SURFACE PROPERTIES:	
Paint Thickness (micron)	20
Pencil Hardness	>HB
Toughness of Coating	3T
Temperature Resistance	-50°C to +90°C
Impact Strength (kg cm ²)	50
Boiling Water Resistance	Boiling for 2hrs without change
Acid Resistance	Immerse Surface in 2% HC1 for 24hrs without change
Alkali Resistance	Immersed surface in 2% NaOH for 24hrs without change
Oil Resistance	Immerse Surface in 20# engine oil for 24hrs without change
Solvent Resistance	Cleaned 100 times with Dimethylbenzene without change
Cleaning Resistance	>1000 times without change
Peel Strength 180°	>5 Newton / mm
PRODUCT PROPERTIES:	
Sound Absorbtion NRC	0.05
Sound Attenuation Rw db	23 24
Water Absorbtion % By Volume	0.01
Fire Performance	Class 1 BS476 PT7 - Class O BS476 P16
Tensile Strength	149MPa



Town of Occoquan
Virginia
FEB 04 2020
RECEIVED

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Name: LAN CE HOUGHTON

Mailing Address: P.O B 431

Phone: (703) 220 9594 Date Submitted: _____

Project Address: 440 Mill St

Work is scheduled to begin (date): complete

Roof and Roofing

Pitch: _____ Material: _____ Color: _____

Dormers

Pitch: _____ Material: _____ Color: _____

Windows

Dimensions: _____ Window Placement: _____

Grid Pattern/Color: _____ Grid Profile: _____

Shutter Color: _____ Trim Paint Color: _____

Material(s)

Brick, stucco, siding, etc.: _____

Color(s): _____ Pattern: _____

Mortar Color: _____ Joint Pattern: _____

Doorway(s)

Design/Pattern: _____

Column Size: _____ Porch Post(s) Size: _____

Spindle Design: _____ Color(s): _____

Light Fixtures (color/style/placement): _____

Fences, walls, decks

Material(s) (wood, brick, stucco, etc.): _____ WOOD

Color(s): _____ white

Pattern: _____ Picket

Decorative Trim and/or Hardware: _____ N/A

Mortar Color: _____ Joint Pattern: _____

For new construction or alteration of structure, attach nine copies of scale drawings of the proposal. For new construction, attach a schematic showing building in relation to neighboring buildings.

Landscape Design Plan Attached? Yes No


Applicant's Signature

Chair, Architectural Review Board

Date Submitted: 2/4/2020

Date Approved: _____

TOWN USE ONLY	
Check No.: <u>1019</u>	Cash Receipt No.: <u>3</u>
Application Fee: \$10	



