

**Architectural Review Board
Tuesday, February 25, 2020**

The meeting was called to order at 7:32 p.m. by Chair Brenda Seefeldt.

Attendees: Brenda Seefeldt, Carol Bailey, Darryl Hawkins, Johnathan Torres

Excused absentees: Laurie Holloway, Ryan Dillard, Doug Kastens, Lori Domenech

There were no citizen comments.

Carol Bailey moved that the January 28, 2020 minutes be accepted. Darryl Hawkins seconded. All members present voted aye.

ARB2020-002 – A presentation was made by Brendon Hanafin and Ann Marie Maher representing Prince William County Office of Tourism. The kiosk is being planned for the west side of the sidewalk adjacent to the Mill House Museum. Site will include a 6'x6' sidewalk addition. This will increase the sidewalk area around the west side of museum to 12'x12'. The kiosk will be placed in the center of the expanded sidewalk leaving a 5' clearance around it. A sketch of the kiosk was made available as well as a description of materials to be used and the size of the kiosk. Final approval will depend on samples presented and other more specific details. At this point the Prince William County Office of Tourism was seeking preliminary approval so they can then spend the money to have the sign designed. They will return in the near future to seek final approval. All members present voted aye on the preliminary approval.

ARB2020-003: 440 Mill Street – Fence Application

The owner was seeking approval for fence which has already been installed. Johnathan moved, Darryl seconded, all voted aye.

Town Council Report can be read online. Same for the Planning Commission Report.

ARB Chair Report – Chair shared that the Town Manager will be emailing everyone on the ARB at the end of each month the Zoning Violations Report. This is so all ARB members can know what enforcement is happening and the status of that enforcement. Some items on the report are beyond ARB oversight as it includes all of the zoning issues.

Chair also shared that the Mayor and her have been working on updating the ordinances to cover some of the issues the ARB has been noticing for longer than a year.

These changes are being presented at the March Town Council meeting. ARB does not need to vote on these as they are beyond that point. Discussion was had about these long-coming changes.

Minutes prepared by Carol Bailey