



TOWN OF OCCOQUAN

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

ARCHITECTURAL REVIEW BOARD MEETING February 23, 2021 | 7:30 p.m.

1. **Call to Order**
2. **Citizen Comments**
3. **Approval of Minutes**
 - a. December 15, 2020 Meeting Minutes
4. **Exterior Elevation Applications**
 - a. ARB2021-001 Exterior Elevation Application (Demolition) – 404 McKenzie Drive
5. **Special Presentation**
 - a. Presentation and Discussion with Richard Koochagian, Former Leesburg Board of Architectural Review Member
6. **Reports**
 - a. Town Council Report
 - b. Planning Commission Report
 - c. Chair Report
7. **Adjournment**

Brenda Seefeldt
Chair, Architectural Review Board

TOWN OF OCCOQUAN
Architectural Review Board Meeting Minutes
December 15, 2020

1. Meeting called to order by Brenda Seefeldt at 7:37 p.m.

In attendance: Brenda Seefeldt, Lori Domenech, Carol Bailey, Darryl Hawkins, Merial Curren, via Zoom Cindy Fithian

Excused absence: Jonathan Torres

Unexcused absence: Doug Kastens

Town Representative: Kirstyn Jovanovich, Town Manager via Zoom

2. Approval of Remote Electronic Participation Policy – Brenda S. made a motion to approve policy, Lori D. 2nd, Approved by voice vote.
3. Citizen Comments - No comments
4. Approval of Minutes
 - a. June 23, 2020 – Brenda S. made a motion to approve, Carol B. 2nd, Approved by voice vote.
5. Exterior Elevation Applications
 - a. ARB2020-008: 413 Mill Street (Visitors Kiosk)
Brendon Hanafin from Prince William County explained the plan for the kiosk planned next to the Mill House Museum. The undecided aspect of the plan is which side faces outward and which faces inward. Lead time is about six-eight weeks for installation.

Action taken: Merial made a motion to approve installation of the Kiosk with positioning to be determined by town staff. Lori D. 2nd; Approved

There were no reports from Town Council, Planning Commission or ARB Chair.

6. Adjournment – 8:20 pm

RECEIVED
FEB 16 2021
BY: _____



ARB2021-001

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: Anne T. Sawyer

Mailing Address: P.O. Box 96

Phone: (703) 622-5030 Date Submitted: _____

Project Address: 404 McKenzie Drive

Work is scheduled to begin (date): to be determined

Roof and Roofing

Pitch: _____ Material: _____ Color: _____

Dormers

Pitch: _____ Material: _____ Color: _____

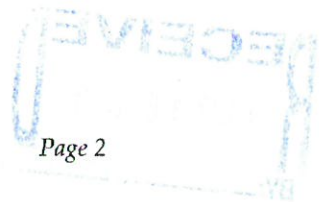
Windows

Dimensions: _____ Window Placement: _____

Grid Pattern/Color: _____ Grid Profile: _____

Shutter Color: _____ Trim Paint Color: _____

Demolition of the single family home
on the property.



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.): _____

Color(s): _____

Pattern: _____

Decorative Trim and/or Hardware: _____

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

Anne J. Sawyer
Applicant's Signature

Chair, Architectural Review Board

Date Submitted: 2/16/2021

Date Approved: _____

TOWN USE ONLY

Check No.: 6730 Cash Receipt No.: _____

Application Fee: \$10