



TOWN OF OCCOQUAN

ARCHITECTURAL REVIEW BOARD

MEETING MINUTES

February 28, 2023

In Attendance: Brenda Seefeldt, Theo Daubresse, Darryl Hawkins, Carol Bailey, Lisa Terry, Lori Domenech, Merial Currer; Alternates: Jennifer Shown

Call to Order- Brenda called the meeting to order at 7:35 pm

1. Citizen's Comments - None

2. Approval of Minutes

1. October 25, 2022 Meeting Minutes – Brenda made a motion to approve. Lisa 2nd, Approved.
2. December 13, 2022 Meeting Minutes – Brenda made a motion to approve. Lisa 2nd, Approved.

3. Exterior Elevation Applications

1. **ARB2023-001** – 1601 Sebring Court – Application was move to the end of the meeting as the applicant was not present.

4. Reports

1. Town Council Report – The Prince William Neighborhood Services department will now be taking over the review and enforcement of the Occoquan's property maintenance code (Both Historic District and non-Historic District). They operate on a complaint driven basis for items they look into, so they are not actively monitoring the community. If a violation is identified, they try to provide the most cost-effective resolution. Any changes would need to be approved by the ARB and all applications would still need to be submitted.

Entrance signage is being updated. Brenda requested that the ARB have a chance to look at the designs.

2. Town Manager's Report – No report.
3. Planning Commission Report - Darryl reported that the Planning Commission is reviewing the Comprehensive Plan.
4. Chair Report – Brenda noted there are two Alternate Positions opening up.

Darryl was nominated as the Vice Chair. All approved. Merial was nominated as the Secretary. All Approved.

The application was moved until the next ARB Meeting as the applicant didn't show to the meeting.

5. Adjournment – 7:50 pm