



# TOWN OF OCCOQUAN

## ARCHITECTURAL REVIEW BOARD

### MEETING MINUTES

August 22, 2023

In Attendance: Darryl Hawkins, Teo Daubresse, Carol Bailey, Jennifer Shown, and Lisa Terry;  
Alternates: Mary Craig and Rick Fitzgerald

Excused Absences: Brenda Seefeldt and Merial Currer

Due to Chair Brenda Seefeldt being absent, Vice Chair Darryl Hawkins presided over the meeting.

**Call to Order-** Darryl called the meeting to order at 7:36 pm

**1. Citizen's Comments** – None

**2. Exterior Elevation Applications**

1. **ARB2023-003** – 206 Washington Street – Porch Railings - Rick made a motion to approve the application and Carol 2nd, Approved.

**3. Discussion Item**

1. Exterior Elevation Design Guidelines (EEDG) Updates – Brenda left a recommendation for changing section 13 Porches to say the following:

13. Porches

Porches are the welcoming hand to any structure, sometimes covered, sometimes not. Porches have played an important role in many Historic Districts, including Occoquan, and consist of many styles over the years. Historically porches were made of wood, and/or masonry. Wood is still preferred in the Historic District but today there are many materials that are similar to these historic materials, and upon approval, could be acceptable substitutes to the original materials. Scale and aesthetics are key, and consultation with a licensed architectural professional in Virginia is recommended.

After discussion, Mary made a motion to approve the guideline changes and Theo 2nd, Approved.

The guideline changes will be brought before the Town Council for approval at the September 5th meeting.

**4. Reports**

1. Town Council Report – Theo noted that a mural finalist was chosen at the July Council meeting and that there was no meeting in August.
2. Town Manager's Report – No report.

3. Planning Commission Report – Darryl reported that the Planning Commission had a presentation from the Chesapeake Bay Preservation Act Training.

4. Chair Report – No report.

**5. Adjournment** – 8:05 pm