

**Architectural Review Board Meeting**  
**Minutes July 19, 2016**

The meeting was called to order at 7:30 p.m. by the Chairman, Brenda Seefeldt.

Attendees: Brenda Seefeldt, Deb Cruz, Carol Bailey, Kathy Alden, Carol Bryant and Carol Bailey. Matthey Dawson, Bryan Reese and Daniel Braswell were excused absent.

There were no citizen comments.

The minutes for May 10, 2016 were moved to be approved by Deb Cruz and seconded by Kathy Alden. All ayes.

The minutes for June 14, 2016 were motioned to be approved by Brenda and seconded by Deb. All ayes.

ARB 2016-014 - Application for Exterior Elevation at 406 Mill Street. Shingles will be replaced with the same color previously used. Shutters will be replaced. They will be dark brown to match what is already there. The siding will also be replaced in Sandstone beige. Samples and photographs were available for the Board to see. Kathy moved to accept the application, Carol Bryant seconded; all voted aye.

Added to our agenda:

ARB 2016-015- Application for Exterior Elevation at 205 Commerce Street. Since this is Deb Cruz's house she recused herself the discussion and voting. The roof was damaged by hail in a recent storm and is to be replaced with asphalt shingles in Twilight Black. That is what was there before. A motion was made by Brenda to approve the application. Carol Bryant seconded, all voted Ayes.

ARB 2016-016- Application for an Exterior Elevation for replacement of shingles at house located at 206 Washington St. and 201 Commerce Street. This was necessary also because of the damage caused by the hailstorm. The color of the shingles will be Estate Gray. Photographs and color charts were presented. Brenda moved to accept this application. Kathy seconded and all voted aye.

COA's will be presented to Sugar Mama's, Past Generation Toys and Angi's Nail Salon.

A report of the Town Council meeting was given by the Town Manager.

- Joint Public Hearing with the Planning Commission on 2016-2026 Comprehensive Plan
- Public Hearing on Zoning Text Amendment Regarding Child Care Centers
- Approved Request to Adopt an Ordinance to Amend Chapter 66, Zoning of the Town Code to Permit child care Facilities in the B-1 Zoning District with Special use Permits
- Approved Not to exceed Amount of \$34,000 for Town Hall Renovations and Equipment
- Approved FY 2017 Refuse Collection Contract for \$53,298
- Approved Volunteer Recognition Event Contract for \$1,500
- Appointed Christopher Coon, Town Clerk, as the Town's FOIA Officer
- Appointed Cindy Fithian as the Town's Representative on the Occoquan River Communities
- Approved the revised Facility Use Agreement and Fee Structure, effective July 12, 2016
- Approved the Town Administrative Manual, effective July 1, 2016.

- Approved \$3,498.30 from CIP to purchase Electronic Locks for River Mill Park

The Report from the Town Manager overlapped the Town Council notes. These were additional items that were presented. A Kayak Ramp is still in the works. Also calling on the ARB help with a Community Plan.

The ARB chair report was about the project of the new sign ordinances. It was moved by Brenda and seconded by Carol Bryant to have a work session after the August 9 meeting to discuss the new sign ordinances and report our issues and changes.

The meeting was adjourned at 8:31.