



TOWN OF OCCOQUAN

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

ARCHITECTURAL REVIEW BOARD MEETING

Tuesday, September 13, 2016

7:30 PM

TOWN HALL - 314 MILL STREET

1. Citizen Comments
2. Approval of August 9, 2016 Meeting Minutes
3. ARB2016-019 - Application for Exterior Elevation - 307 Commerce St.
4. ARB2016-020 - Application for Commercial Signage - 404 Mill St.
5. ARB2016-021 - Application for Exterior Elevation - 305 Union St.
6. Review for Certificates of Appropriateness
7. Town Council Report
8. Town Manager Report
9. Chair Report
10. Work Session - Draft Sign Ordinance Review

Brenda Seefeldt
Chair, Architectural Review Board

Architectural Review Board
Minutes August 8, 2016

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

Attendees: Brenda Seefeldt, Deb Cruz, Carol Bailey, Kathy Alden, Daniel Braswell, Matthew Dawson, Bryan Reese was excused absent.

Citizen comments: Laurie Holloway brought exterior elevation plans for 302 Commerce Street for our consideration. After discussion from the entire board, Brenda moved to allow her to submit the application and that we would consider it. The application was presented to our satisfaction. Dan moved to approve and Deb seconded. All ayes.

The minutes for July 19, 2016 were moved to be accepted by Matthew with the deletion of row 3 of ARB 2016-015. It was so moved by Kathy and seconded by Carol. All ayes.

Certificate of Appropriateness will be issued to:

302 Commerce Street

308 Poplar Alley

Restroom Facility 458 Mill St.

Pavillion for River Mill Park

Town Council Report from Matthew:

The Comprehensive Plan was approved

The plans for a place to store and rent kayaks is still being considered.

The sound system at the park continues to be worked on

A Cleaning Contract was approved for the facility at the park

Love signage is expected soon

Approval for the Town Sergeant to attend a training session

Town Manager's Report:

Renovations for the remodeling of the interior of the Town Hall will begin immediately and hopefully be finished by Labor Day.

The owners of the Berrywood Properties have been contacted concerning their lack of grass cutting.

ARB2016-017 – Application for Exterior Elevation – 202 Commerce St. had been turned in but there was no one at the meeting to present the request. Daniel moved that in light of the fact that color and material were named in the application in spite of his lack of presence we should go ahead and move to approve this. Matthew seconded. All ayes.

The meeting was adjourned at 8:14.

The work session began at 8:15 and adjourned at 10:05.

Minutes submitted by Carol Bailey



Town of Occoquan
Virginia

AUG 15 2016

RECEIVED

TOWN OF ARCHITECTURAL REVIEW BOARD

ARB2016-019

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 first 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: STANLEY R. & JOAN W. HERNDON

Mailing Address: 11300 HAZELWOOD DRIVE, NOKEVILLE, VA. 20181

Phone: (703) 594-3914 Date Submitted: 8-15-16

Project Address: 307 Mill St.

Work is scheduled to begin (date): ASAP

Roof and Roofing

Pitch: _____ Material: _____ Color: MOJAVE TAN

Dormers

Pitch: N/A Material: _____ Color: _____

Windows

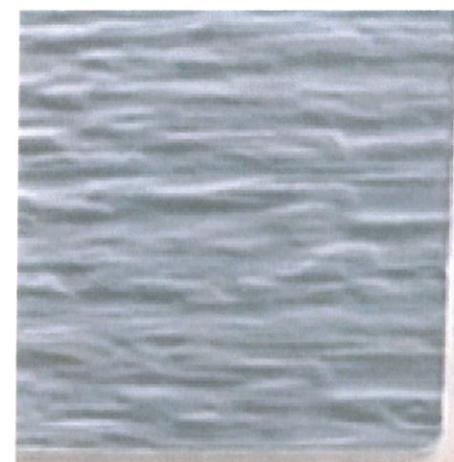
Dimensions: _____ Window Placement: ✓

Grid Pattern/Color: _____ Grid Profile: _____

Shutter Color: _____ Trim Paint Color: _____

49 8 4317BJ48 118260 Ashton Heights D4.5

ASHTON HEIGHTS®
D4.5 DL



nah Blue



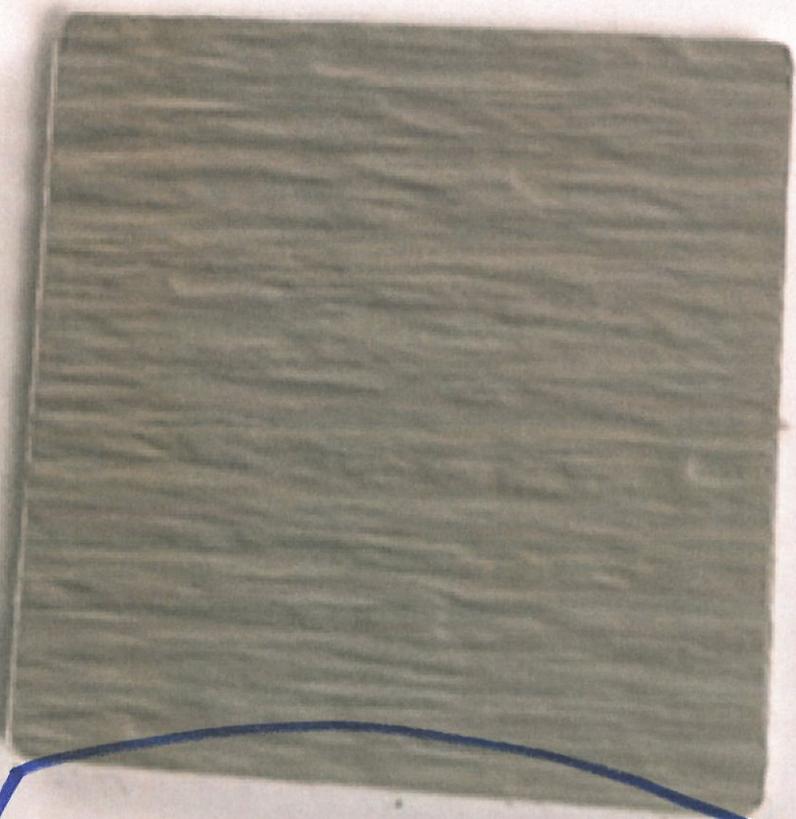
■ Silver Mist



■ Span



stle



■ Stone Mountain Clay



Silver Birch



Mojave Tan

Town of Occoquan
Virginia
SEP 09 2016
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ARB2016-020



TOWN OF OCCOQUAN
ARCHITECTURAL REVIEW BOARD

APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS
COMMERCIAL SIGNS

Applicant's Name: Stone House Rest. Group David DeVight
Business Name: The Secret Garden Cafe
Business Address: 404 Mill St Occoquan VA 22125
Mailing Address: P.O. Box 353 Occoquan VA 22125
Business Phone: 703-494-2848 Home Phone: 703-338-2836

Please check applicable information:

Property Owner Tenant Corporation Partnership Sole Proprietorship

Many businesses are attracted to Occoquan because of the quaint and historic environment. The Sign Regulations were put in place to protect this environment. Details of our sign regulations are found in Chapter 66, Article VIII of the Town Code, available on the Town's website (www.occoquanva.gov). Businesses should thoroughly read the guidelines before making any signage decisions.

Each business is allowed a total of four signs and flags (See Town Code, Article VIII, Section 66-393, for details). While a maximum of four are allowed, we ask you to take into consideration the frontscape of your building and create signage to maximize your business without cluttering your frontscape. Also note that overall appearance and installation must be of professional quality.

Sign/flag size: The maximum allowed is 4 x 4 feet.

Color: Historic or restoration colors. Some suggested color palettes can be found in the book *Century of Color* (a copy is available for viewing in Town Hall) and online at: <http://www.archive.org/stream/everymanhisownpa00phil#page/n11/mode/2up>, turn to page 6.

Materials: Signs must be constructed of materials which can withstand weather conditions and will be attached on sign holders that are not flimsy.

Commercial flag: A commercial flag is one that contains the store name, logo or the like, is of flexible material, and is flown from a pole that is connected to the building.

Right-of-Way: All signs/flags must have a 7-foot ground clearance and not interfere with traffic on the brick sidewalks.

This application must be filed and the fee paid at Town Hall by noon on the Wednesday prior to the Architectural Review Board meeting, which is regularly scheduled to meet on the second Tuesday of each month at 7:30 p.m. in Town Hall. The applicant or representative must be present at the meeting during which the ARB will review the application.

SIGN DESCRIPTION

Material: Wood

Background Color: No. 1 Green Secondary Color(s): No. 10 Yellow
(Actual color name(s) and paint chip(s) is required)

Font Style: Cabria Bold Sign Dimensions: 36" (h) 36" (w) 2" (d)

Location/Placement: Between 404 & 406 Mill St at the
stairway entrance facing the street
(A photo depicting sign placement location is required.)

Will sign be lighted? Yes No
(If yes, sign must not be internally lit.)

A computer-generated color illustration is required.

SIGN DESCRIPTION

Material: _____

Background Color: _____ Secondary Color(s): _____
(Actual color name(s) and paint chip(s) is required)

Font Style: _____ Sign Dimensions: _____ (h) _____ (w) _____ (d)

Location/Placement: _____

(A photo depicting sign placement location is required.)

Will sign be lighted? Yes No
(If yes, sign must not be internally lit.)

A computer-generated color illustration is required.

[Handwritten Signature]
Applicant's Signature

Chair, Architectural Review Board

Date Submitted: 09/09/16

Date approved: _____

TOWN USE ONLY			
Check No.:	<u>5481</u>	Cash Receipt No.:	_____
		Total Fees:	<u>10.00</u>
Fees:	Wall Sign: \$10.00 _____	Hanging Sign: \$10.00 <input checked="" type="checkbox"/>	_____
	Ground Sign: \$10.00 _____	Awning Sign: \$10.00 _____	_____