



# 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, March 8, 2016**

**7:30 PM**

### TOWN HALL - 314 MILL STREET

1. Citizen Comments
2. Approval of February 9th, 2016 Meeting Minutes
3. ARB2016-002 - Application for Commercial Signage- 311 Mill St.,  
(Bottle Stop)
4. ARB2016-003- Application for Exterior Elevation- 302 Commerce St.
5. ARB2016-004 - Application for Commercial Signage - 301  
Commerce St. (Emerald Bee Bath)
6. Review for Certificates of Appropriateness
7. Town Council Report
8. Town Manager Report
9. Chair Report

Brenda Seefeldt  
Chair, Architectural Review Board

***Architectural Review Board  
Minutes February 9, 2016***

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

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

There were no citizen comments.

The minutes for January 2016 were moved to be accepted by Matthew Dawson and seconded by Carol Bailey. All ayes.

ARB 2016-001-37 - Application for Commercial Signage at 310 Mill St. suite C. Following the presentation Matthew Dawson moved to accept the application as presented. Carol Bryant seconded the motion. All ayes.

All Certificates of Appropriateness were tabled until completed.

**Chairman's Report:**

Brenda presented a report of the meeting with Mr. Chandler at which he presented his final report to the Town Council and the Planning Commission including findings and actions for implementation.

The meeting was adjourned by the chairman at 7:37

Minutes submitted by Carol Bailey



Town of Occoquan  
Virginia

MAR 01 2016

RECEIVED

ARB2016-002

TOWN OF C  
ARCHITECTURAL REVIEW BOARD

APPLICATION FOR  
CERTIFICATE OF APPROPRIATENESS  
COMMERCIAL SIGNS

Applicant's Name: Emil & Kim Wigode  
Business Name: Bottle Stop Wine Bar  
Business Address: 311 Mill St. Occoquan 22125  
Mailing Address: P.O. Box 16 Occoquan 22125  
Business Phone: (703) 494-1622 Home Phone: (703) 313-4827

*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](http://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: Vinyl Laminate Awning

Background Color: Burgundy Secondary Color(s): white lettering  
(Actual color name(s) and paint chip(s) is required)

Font Style: Benny 9" Sign Dimensions: \_\_\_\_\_ (h) \_\_\_\_\_ (w) \_\_\_\_\_ (d)

Location/Placement: replace existing awning above front patio  
(A photo depicting sign placement location is required.)

Will sign be lighted? Yes \_\_\_\_\_ No X  
(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.

K. Wigode  
Applicant's Signature

\_\_\_\_\_  
Chair, Architectural Review Board

Date Submitted: 3/1/16

Date approved: \_\_\_\_\_

<b>TOWN USE ONLY</b>			
Check No.:	<u>1974</u>	Cash Receipt No.:	_____ Total Fees: <u>10<sup>00</sup></u>
Fees:	Wall Sign: \$10.00 _____	Hanging Sign: \$10.00 _____	
	Ground Sign: \$10.00 _____	Awning Sign: \$10.00 <u>✓</u>	

34 ft

**BOTTLE STOP WINE BAR**

**RESTAURANT**

**RESTAURANT**

**CARROLL AWNING  
COMPANY**

SALESMAN'S NAME

**JOHN WEIR**

DATE

**MARCH 1, 2016**

JOB NAME

**BOTTLE SHOP  
WINE BAR**

GRAPHICS

**GRAPHICS TO BE:  
7725-20  
MATTE WHITE**



# ARB2016-003

## TOWN OF ARCHITECTURAL REVIEW BOARD

### APPLICATION FOR EXTERIOR ELEVATIONS Commercial and Residential

RECEIVED  
MAR 01 2016

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](http://www.occoquanva.gov). The applicant or a representative must be present at the meeting, during which the ARB will review the application.

Name: ADAM SCHMIDT

Mailing Address: 302 COMMERCE ST

Phone: (315) 263-4395 Date Submitted: 02 MAR 2016

Project Address: 302 COMMERCE ST.

Work is scheduled to begin (date): ON GOING

#### Roof and Roofing

Pitch: \_\_\_\_\_ Material: \_\_\_\_\_ Color: \_\_\_\_\_

#### Dormers

Pitch: \_\_\_\_\_ Material: \_\_\_\_\_ Color: \_\_\_\_\_

#### Windows

Dimensions: \_\_\_\_\_ Window Placement: \_\_\_\_\_

Grid Pattern/Color: \_\_\_\_\_ Grid Profile: \_\_\_\_\_

Shutter Color: \_\_\_\_\_ Trim Paint Color: \_\_\_\_\_

**Material(s)**

GABLE ENDS

Brick, stucco, siding, etc.: HARDIE PLANK CEDAR SHAKE (SEE ATTACH

Color(s): MOUNTAIN SAGE Pattern: \_\_\_\_\_

ALT: WOODSTOCK BROWN

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 / PORCH RAILS & RAILS FOR STAIRS**

Material(s) (wood, brick, stucco, etc.): WOOD

Color(s): WHITE TO MATCH EXISTING TRIM

Pattern: SEE ATTACHED ELEVATION SKETCH

Decorative Trim and/or Hardware: \_\_\_\_\_

Mortar Color: \_\_\_\_\_ Joint Pattern: \_\_\_\_\_

For new construction or alteration of structure, attach seven copies of scale drawings of the proposal. For new construction, attach a schematics showing building in relation to neighboring buildings.

Landscape Design Plan Attached? Yes  No

  
\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Chair, Architectural Review Board

Date Submitted: 02 MAR 16

Date Approved: \_\_\_\_\_

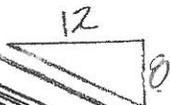
**TOWN USE ONLY**

Check No.: \_\_\_\_\_ Cash Receipt No.: \_\_\_\_\_

Application Fee: \$10

VINYL GABLE VENT

FIBER CEMENT SHAKES

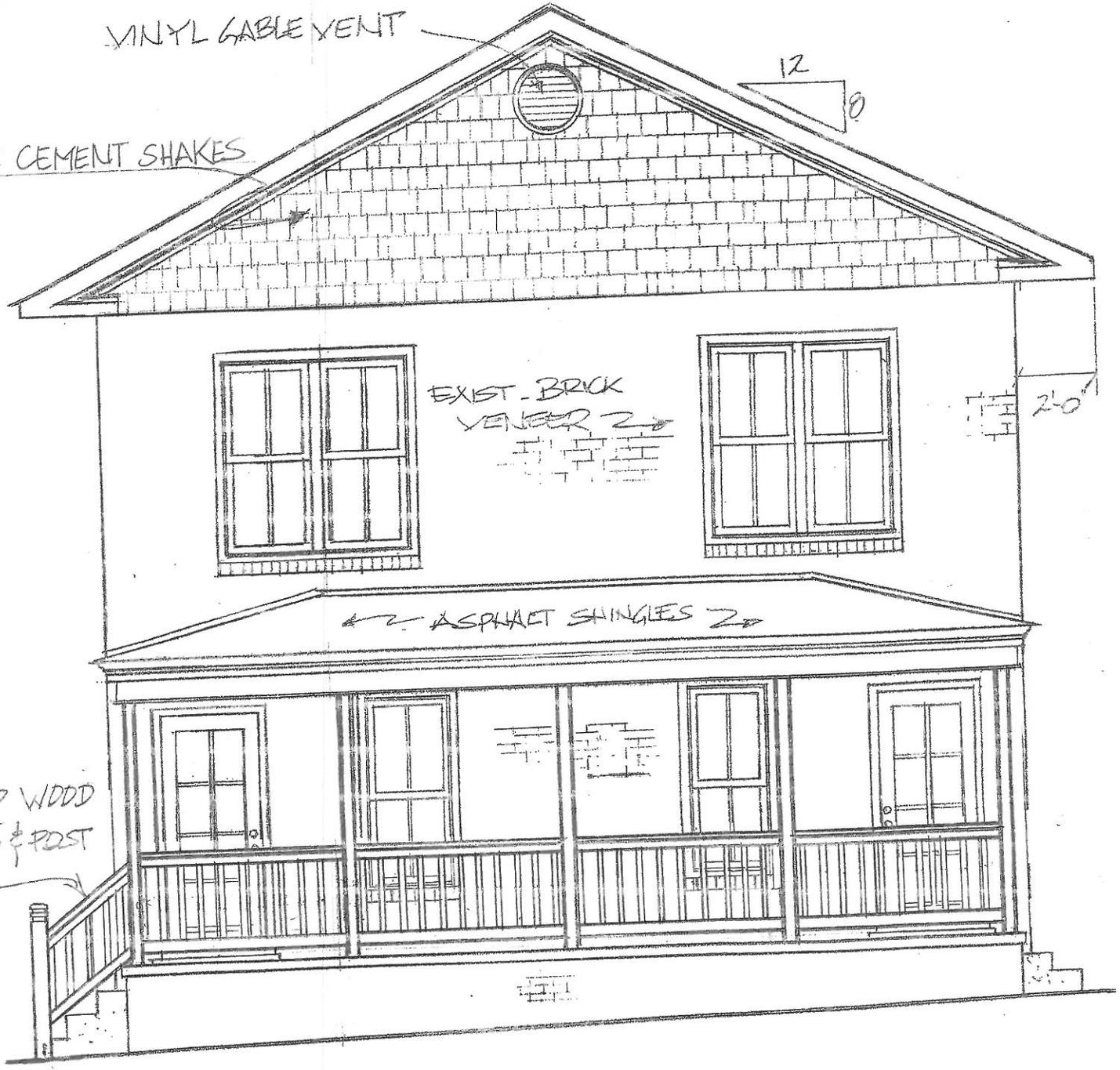


2'-0"

EXIST. BRICK  
VENUEER 2

ASPHALT SHINGLES 2

PAINTED WOOD  
RAILING & POST  
TYP.



FRONT  
NOT TO SCALE



RIGHT SIDE  
NOT TO SCALE

**HardiePlank® H7L5** Mountain Sage  
with ColorPlus Technology

Engineered for Climate™



**JamesHardie**

1-866-4-HARDIE (1-866-442-7343)

[www.jameshardie.com](http://www.jameshardie.com)



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with ColorPlus Technology

**HardiePlank® H7L5**

Woodstock  
Brown



**JamesHardie**

1-866-4-HARDIE (1-866-442-7343)

[www.jameshardie.com](http://www.jameshardie.com)

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PROJECT ESTIMATE

JAMES HARDIE SIDING

CONTACT: PARADIS, DAVID  
CUST #: 122944185

SALESPERSON: SANCHEZ, CHARLES  
SALES #: 842394

PROJECT NUMBER: 464953425

DATE ESTIMATED: 02/25/16

*JAMES HARDIE SIDING*

QTY	ITEM #	ITEM DESCRIPTION	VEND PART #	PRICE
50	298110	STAGGERED EDGE 50PCS 100SQ	STAGGERED EDGE PANEL	416.00
43	298110	ST EDGE PANEL 43PCS FOR 100SQ	ST EDGE PANEL	357.76
TOTAL FOR ITEMS				773.76
FREIGHT CHARGES				0.00
DELIVERY CHARGES				0.00
TAX AMOUNT				46.43
TOTAL ESTIMATE				820.19

This Quote is valid until 03/26/16.

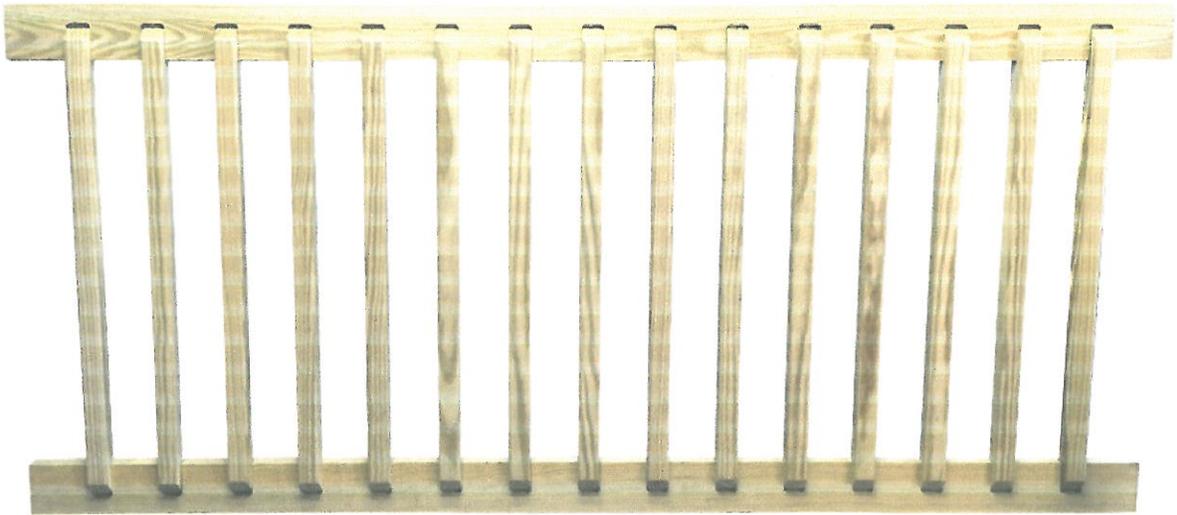
MANAGER SIGNATURE

DATE

THIS ESTIMATE IS NOT VALID WITHOUT MANAGER'S SIGNATURE.  
THIS IS AN ESTIMATE ONLY. DELIVERY OF ALL MATERIALS CONTAINED IN THIS ESTIMATE ARE SUBJECT TO AVAILABILITY FROM THE MANUFACTURER OR SUPPLIER. QUANTITY, EXTENSION, OR ADDITION ERRORS SUBJECT TO CORRECTION. CREDIT TERMS SUBJECT TO APPROVAL BY LOWES CREDIT DEPARTMENT.

LOWES IS A SUPPLIER OF MATERIALS ONLY. LOWES DOES NOT ENGAGE IN THE PRACTICE OF ENGINEERING, ARCHITECTURE, OR GENERAL CONTRACTING. LOWES DOES NOT ASSUME ANY RESPONSIBILITY FOR DESIGN, ENGINEERING, OR CONSTRUCTION; FOR THE SELECTION OR CHOICE OF MATERIALS FOR A GENERAL OR SPECIFIC USE; FOR QUANTITIES OR SIZING OF MATERIALS; FOR THE USE OR INSTALLATION OF MATERIALS; OR FOR COMPLIANCE WITH ANY BUILDING CODE OR STANDARD OF WORKMANSHIP.

Pre made P.T. 6F# Rail  
\$29.97



P.T. TOP RAIL

\$ 6.97 Per 8 Ft



P.T. Post

\$ 9.98





## TOWN OF ARCHITECTURAL REVIEW BOARD

### APPLICATION FOR CERTIFICATE OF APPROPRIATENESS COMMERCIAL SIGNS

Applicant's Name: Christi Carter  
 Business Name: Emerald Bee Bath  
 Business Address: 301 Commerce St  
 Mailing Address: 1619 Accolon Ct Dumfries VA 22025  
 Business Phone: 850 225-5708 Home Phone: 850 225-5708

*Please check applicable information:*

Property Owner  Tenant  Corporation  Partnership  Sole Proprietorship

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SIGN DESCRIPTION

Material: Wood  
 Background Color: Blue<sup>No. 36</sup> + Yellow<sup>No. 15</sup> Secondary Color(s): Sand No. 28  
 (Actual color name(s) and paint chip(s) is required)  
 Font Style: Arial Sign Dimensions: 10 inches (h) 10 inches (w) 3 inches (d)  
 Location/Placement: front of store hanging

(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.

CCarty  
 Applicant's Signature

\_\_\_\_\_  
 Chair, Architectural Review Board

Date Submitted: 4 Mar 2016

Date approved: \_\_\_\_\_

<b>TOWN USE ONLY</b>			
Check No.: _____	Cash Receipt No.: <u>418205</u>	Total Fees: <u>\$10</u>	
Fees: <b>Wall Sign: \$10.00</b>	_____	<b>Hanging Sign: \$10.00</b>	<input checked="" type="checkbox"/>
<b>Ground Sign: \$10.00</b>	_____	<b>Awning Sign: \$10.00</b>	_____

