



# 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, January 12, 2016**

**7:30 PM**

### TOWN HALL - 314 MILL STREET

1. Citizen Comments
2. Approval of December 8, 2015 Meeting Minutes
3. ARB2016-001 - Application for Commercial Signage- 310 Mill St, Suite C (Capital Custom Clothiers)
4. ARB2015-038 - Application for Exterior Elevation- 254 Gaslight Landing (Classic Concept Builders)
5. ARB2015-039- Application for Exterior Elevation- 266 Gaslight Landing (Classic Concept Builders)
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 December 8, 2015**

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

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

There were no citizen comments.

The minutes for November 13, 2015 were moved to be accepted by Bryan Reese and seconded by Carol Bailey. All ayes.

ARB 2015-37 - Application for Commercial Signage at 301 Commerce St. Unit D- Past Generation Toys. Bryan Reese moved to accept the application as presented. Kathy Alden seconded the motion. All ayes.

ARB 2015-038 and ARB 2015-039

Applications for External Elevations were tabled until a representative could be available to present the applications.

Certificate of Appropriateness will be issued to :  
Occoquan Town Hall Staff for the new roof on the town hall building.

Chairman's Report:

Brenda reviewed with the ARB a meeting that she had participated in with the Town Manager, the Town Attorney and the Zoning Chairman.

Daniel Braswell offered a report from the Comprehensive Planning Committee and the Planning Council.

The Town Manager emailed her report to the ARB before the meeting.

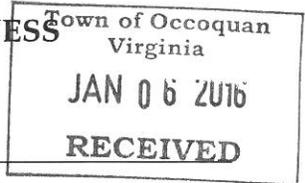
The meeting was adjourned by the chairman at 8:14.

Minutes submitted by Carol Bailey



## TOWN OF OCCOQUAN ARCHITECTURAL REVIEW BOARD

APPLICATION FOR  
CERTIFICATE OF APPROPRIATENESS  
COMMERCIAL SIGNS



Applicant's Name: Marcus Reed  
Business Name: Capital custom clothiers  
Business Address: 310 suite C mills st  
Mailing Address: Occoquan VA 22125  
Business Phone: 703-497-4211 Home Phone: \_\_\_\_\_

*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 #1

Material: 1/2" MDO w/ vinyl lettering

Background Color: Gold #40 Secondary Color(s): black lettering
(Actual color name(s) and paint chip(s) is required)

Font Style: Copperplate Gothic Bold Sign Dimensions: 24" (h) 24" (w) (d)

Location/Placement: hanging sign - existing bracket

(A photo depicting sign placement location is required.)

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

A computer-generated color illustration is required.

SIGN DESCRIPTION #2

Material: 1/2" MDO w/ vinyl lettering

Background Color: Gold #40 Secondary Color(s): black font
(Actual color name(s) and paint chip(s) is required)

Font Style: Copperplate Gothic Bold Sign Dimensions: 10" (h) 67.5" (w) (d)

Location/Placement: awning - on building

(A photo depicting sign placement location is required.)

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

A computer-generated color illustration is required.

Applicant's Signature

Chair, Architectural Review Board

Date Submitted: 1/15/2016

Date approved:

Table with columns for Fees (Wall Sign, Ground Sign, Hanging Sign, Awning Sign) and Cash Receipt No. Total Fees: \$20.00

PROOF

SAMPLE CARD

"Town and Country" Ready Prepared Paints,  
For HOMESTEAD, COTTAGE & VILLA USE,  
Manufactured by HARRISON BROS. & CO.,  
PHILADELPHIA & NEW YORK.



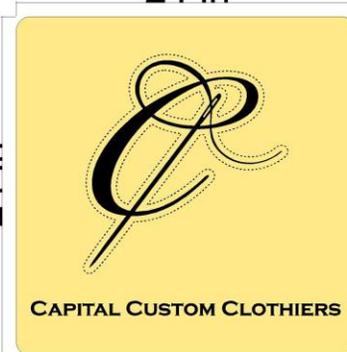
67.5 in

10 in

**CAPITAL CUSTOM CLOTHIERS**

24 in

24 in



Rectangular sign with rounded corners to be hung on existing bracket. 1/2" MDO, finished and painted with sealed edges.

Full color vinyl graphics

**FONT: COPPERPLATE GOTHIC BOLD**



Black



No. 40

13859 Smoketown Rd, Woodbridge VA 22192 \* 703-491-4339

design@signarama-woodbridgeva.com



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File Name: 16717 Capital Custom Clothiers.fs

Date: 1/6/2016

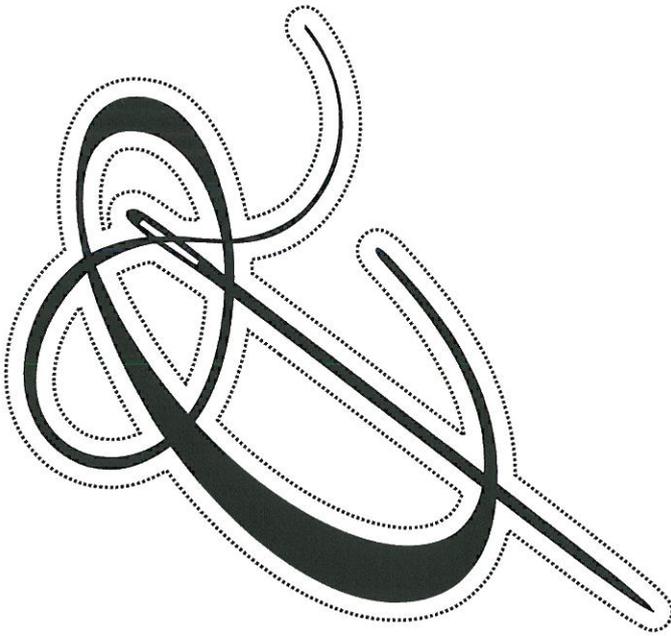
**Copyrighted**





24 in

24 in



# CAPITAL CUSTOM CLOTHIERS

Rectangular sign with rounded corners to be hung on existing bracket. 1/2" MDO, finished and painted with sealed edges.  
Full color vinyl graphics

13859 Smoketown Rd, Woodbridge VA 22192 \* 703-491-4339



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## SAMPLE CARD

"Town and Country" Ready Prepared Paints,  
For HOMESTEAD, COTTAGE & VILLA USE,  
Manufactured by HARRISON BROS. & CO.,  
PHILADELPHIA & NEW YORK.



# Black

design@signarama-woodbridgeva.com

File Name: 16717 Capital Custom Clothiers.fs

Date: 1/4/2016



# TOWN OF OCCOQUAN ARCHITECTURAL REVIEW BOARD

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

Name: Classic Concept Builders Inc

Mailing Address: 12876 Classic Springs Drive

Phone: (571) 259 1183 Date Submitted: 12/02/15

Project Address: Daniel → Loraine Domewich 254 Gaslight Landing Ct  
Fred → RAZ Eng 266 Gaslight Landing Ct

Work is scheduled to begin (date): January 2016

Awnings

### Roof and Roofing

Pitch: SEE Exhibit

Material: Aluminum

Color: Proposed Bronze  
can be custom  
Painted in field

### Dormers

Pitch: \_\_\_\_\_

Material: \_\_\_\_\_

Color: \_\_\_\_\_

### Windows

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

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

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

- Exhibit A Bid/Dimensions/Detail
- B color photo sample awning
- C close up sketch → sample awning
- D sketch 254 Gaslight Landing Court
- E sketch 266 Gaslight Landing Court

**Material(s)**

Brick, stucco, siding, etc.: \_\_\_\_\_

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

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**

Material(s) (wood, brick, stucco, etc.): \_\_\_\_\_

Color(s): \_\_\_\_\_

Pattern: \_\_\_\_\_

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

*Classic Concept Builders Inc*  
*[Signature]* CEO

Applicant's Signature

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

Date Submitted: \_\_\_\_\_

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

<b>TOWN USE ONLY</b>	
Check No.: _____	Cash Receipt No.: _____
Application Fee: \$10	

# Exhibit A

HANDMADE  
ARCHITECTURAL  
METALS

## Design Your Awning



we build on your imagination

DESIGN YOUR AWNING

724 Rue des Babineaux

Scott, Louisiana 70583

OFFICE • FAX

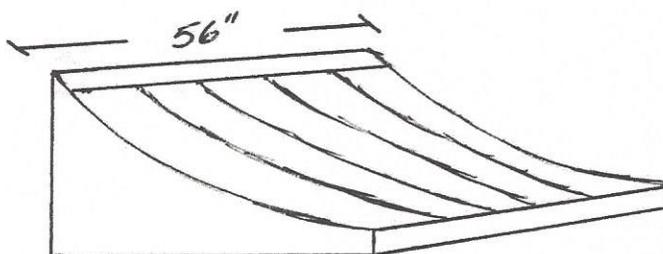
1-800-283-8053

www.DesignYourAwning.com

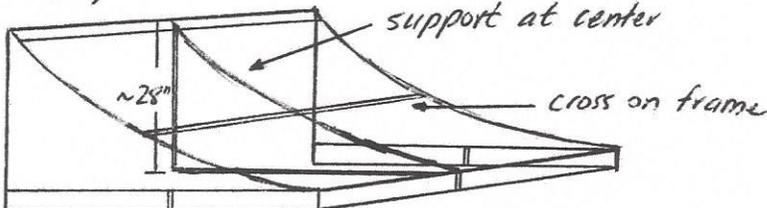
### COPPER AWNINGS • METAL AWNINGS • CANVAS AWNINGS

Type	#	Width	D (1)	D (2)	Proj.	Scroll Design
Romeo	4	56"	33"	5"	60"	No scroll

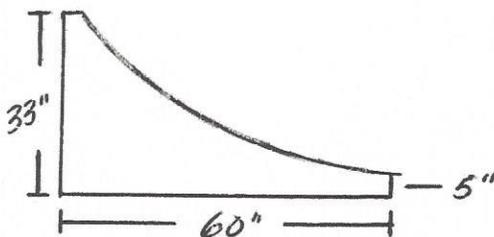
Diagram



Frame;



- 60" projection



(4) 56" Romeo Bronze Alum. without scroll - \$1,580/ea  
 (4) \$6,320 -  
 Residential crate and delivery (4) VA 2012 - \$340/ea.  
 (4) \$1,360 -

CUSTOMER  
Mark  
Granville-Smith  
taxbone@aol.com

ADDRESS  
Residential;  
12876 Classic  
Springs Dr.  
Manassas, VA 2012

PHONE NUMBERS  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

JOB NAME  
Granville

JOB LOCATION  
VA

We propose to hereby furnish materials & complete in accordance with the above specification, for the sum of:

Seven Thousand Six Hundred Eighty — Dollars (\$ 7,680 - \*)  
Classic Concept Builders Inc 50% Deposit \$ 3,840-  
 Customer Signature [Signature] CEO Balance Due \$ 3,840-

Sales Associate Signature Mark E. Rayland 337-552-5050 Date 12/2/15

www.DesignYourAwning.com

\* Deposits to  
 Be made  
 upon Town  
 &  
 Condo assoc  
 approval of  
 Design  
 [Signature]

Exhibit B



Close up view



Schematic

251 Eastlight Landj of Fairy River

owner Domenich

~~owner Eng~~

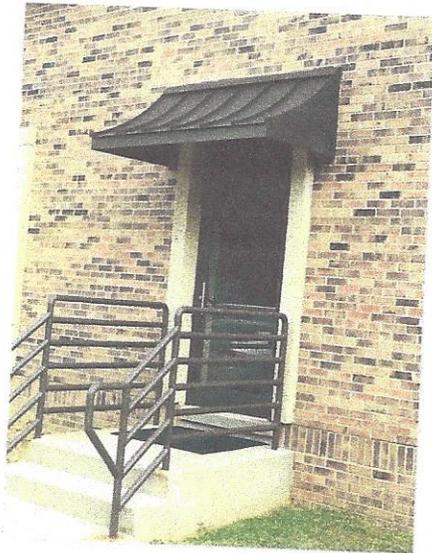


Schematic

266 Eastlight Landj of Fairy River

owner Eng

~~owner Domenich~~



Sample awning Bronze color

Ex D

254  
ENG



ExE

256  
EN6

266

