

**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