



TOWN OF OCCOQUAN

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

ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, April 11, 2017
7:30 PM

TOWN HALL - 314 MILL STREET

1. Citizen Comments
2. Approval of March 22, 2017 Meeting Minutes
3. Modifications and Suggestions for the Recodification
4. Town Council Report
5. Town Manager Report
6. Chair Report

Brenda Seefeldt
Chair, Architectural Review Board

Architectural Review Board
Minutes March 22, 2017

The original March meeting was cancelled because of weather. These are the minutes taken at the rescheduled meeting on March 22, 2017. The meeting was called to order at 7:32 p.m. by the Chairman Brenda Seefeldt.

Attendees: Brenda Seefeldt, Deb Cruz, Carol Bailey, Matthew Dawson.

Kathy Alden and Dan Braswell were absent excused.

There were no citizen comments.

Matthew Dawson moved that the February 14, 2017 minutes be accepted. Deb Cruz seconded. All members voted aye.

ARB 2017-002-An Application for Exterior Elevation at 301 Commerce St. Units D and E was presented. It involved the pitch of the roof and the shingle material being used. Matthew moved to approve the plan. Carol seconded.

ARB 2017-003- Application was made for an Exterior Elevation at 310 Center Lane for six additional Town Houses. The new houses will be similar to the previous plans and similar to current Berrywood. The roof, dormers, windows, grid pattern, shutters and trim color will all be as requested in the previous application. The applicant brought samples of the elements involved. In addition, , outdoor lighting fixture colors/materials were discussed, and the builder will be coming before us with samples of the materials he plans to use. The roof over the front doors of the townhouses included in the original plan/layout originally submitted were removed at the request of the builder. The builder initialed the changes on the original application submitted to town hall. Matthew moved that the application be approved *as amended*. Deb seconded. All voted aye.

Town Council Report from Matthew:

- Approved Construction and Maintenance Agreement for 430 Mill St.
- Asked engineers to provide more info on fix to clear trail in River Mill Park
- Held budget work session

Town Manager's Report

The following activities were performed by the Town regarding Zoning Code Enforcement
Notice sent regarding removal of improperly posted temporary signage at 440 Mill Street

Sign Approvals: SGN2017-01 The Reclaimed Treasures, permanent hanging sign with exterior light.
Approved.

New Businesses: The Reclaimed Treasures, 408 Mill Street

Chair Report:

Bryan Reese has resigned from the ARB. There is now one permanent opening and one alternate opening for the ARB.

Merchant Design Guidelines are ready to be submitted to the Town Council along with the Exterior Elevation Guides. It was moved, seconded and voted to send them on.

More discussion ensued regarding the Codification update. We will revisit this and finalize this in a timely manner.

The meeting was adjourned at 8:36 p.m.

Minutes submitted by,
Carol Bailey