

## Architectural Review Board

### January 13, 2015 Meeting Minutes

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

Attendees were: Brenda Seefeldt, Deb Cruz, Carol Bailey, Bobbie Frank, Carol Bryant, and Matthew Dawson. Bryan Reese was excused.

There were no citizen comments.

The minutes for December's meeting were reviewed. Deb moved to approve the minutes. Carol Bryant seconded.

A sign application for 312 Poplar Alley, Suite B (Diaper Cake Bear Baby Boutique) was approved based on the owner's compliance with acceptable colors for the wall-mounted sign.

Application for Exterior Elevations at 430 Mill Street by Christopher and Jillian Kiely. The ARB was shown the plans for the two detached houses, the mean height of the houses is 35', specifics for roof and roofing, dormers, windows and materials for the exterior; doorways and walls as well as a landscape design plan. Some samples, brick, quarry stone and copper pipe were available and other material samples were missing. Brenda moved to give conditional approval of the application pending our receiving the samples requested at the February meeting. Bobbie seconded. For the February meeting, the architect will represent Chris Kiely as he is currently stationed in Japan.

A sign application for Historic Markers near 413 Mill Street was presented by Bobbie Frank on behalf of the Occoquan Historical Society.

The first is a brass plaque on the left side of the carbide storage bunker. Matthew moved to approve and Carol Bryant seconded. All ayes.

The second is an aluminum square tube with cream lettering at the carriage stone in front of the location of the former Occoquan Hotel at 402 Mill St. Matthew moved to approve and Carol Bryant seconded. All ayes.

Third was a 1" square aluminum tube with cream letters near where the wheel has been placed on the ground. Carol Bryant moved to approve and Deb seconded. All ayes.

Next was an application for an exterior elevation presented by Mr. Granville-Smith of Gaslight Landing. Bobbie read a statement saying that in spite of the

fact that she lived in this development and would be affected by the proposed additions, she believed that she could make a fair decision on this proposal. Carol Bryant said that she could also with the same reasons. The proposal is to add fences and gates to match the existing metal fence. He offered a diagram of the proposal and photos showing the location of the proposed fences and gates. Brenda moved that we accept the proposal. Carol Bailey seconded. The ayes were 4 and the nays 1.

Kirstyn Barr Jovanovich presented a proposal for new signs at 314 Mill Street, Town Hall. One is on the front of the building where the current sign is. The background color is black and the lettering is gold. Brenda moved to accept this proposal and Carol Bailey seconded. All ayes. The other is a hanging sign located where the current hanging sign is. Black background with gold lettering with the size not exceeding the size of the current sign is also proposed for this one. Matthew moved to accept this proposal and Deb seconded. All ayes.

COA's

- Dawson house painting completed. Approved.
- Project at the Patriot Scuba completed . Approved.

Town Council meeting:

Matthew reported the approval for the markers for the Mill House Museum.

Council thanked Puri Tan for her service on the ARB. There is now a vacant spot on the ARB.

Chair Report:

"Did You Know" categories for the newsletter were suggested and then assigned to members to write.

- February topic – What to do with your sign when a store changes location – Deb Cruz
- March topic – Weekends do not mean you get extra signage – Matthew Dawson
- April – Signs hanging on outdoor merchandise – Carol Bryant
- May – A-Frames in the right-of-way – Carol Bailey

- June – Outdoor merchandise – Brenda Seefeldt

The project of updating the Exterior Elevation Design Guidelines was discussed. Matthew Dawson turned in his additions. Carol Bailey said she will email hers. Deb said she will continue working on hers. Brenda said she will contact Bryan to remind him. The goal is to add in everyone's additions, do a preliminary review at the February meeting and pass this at the March meeting.

The revised balloon ordinance was tabled again.

Carol Bryant proposed a time limit for businesses who wish to decorate with pumpkins. The Town Manager agreed to act on this growing problem using the current ordinance.

Meeting adjourned by Chair at 9:07.

Minutes submitted by Carol Bailey