

**Architectural Review Board**  
**Meeting Minutes March 8, 2016**

The meeting was called to order at 7:42 p.m. by the Chairman, Brenda Seefeldt.

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

There were no citizen comments.

Matthew Dawson made a motion to accept the minutes for the February 9, 2016. meeting. Carol Bryant seconded the motion and the board voted all ayes.

ARB2016-002- An application for Commercial Signage at 311 Mill St., the Bottle Stop, was submitted by Emil Wigode. They were seeking to replace the existing awning above the front patio. A diagram including the colors and the lettering were available in the application. Bryan moved to accept the application and Matthew moved to second the motion. All ayes.

ARB2016-003-Application was made for Exterior Elevation by Adam Schmidt for 302 Commerce Street. The request was to apply plank cedar shake in Mountain Sage on the gable ends of the house. Porch rails and for steps will be wood painted white. Bryan made the motion to accept the proposal as presented; Matthew seconded. All ayes.

ARB2016-004-An application was presented by Christi Carter for Commercial Signage at 301 Commerce St. (Emerald Bee Bath) the sign is 11"x4'x2". The colors are appropriate as is, the material. After consulting with the landlord the sign could be hung on brackets between posts on the porch parallel to the sidewalk or below the soffit which hangs perpendicular to the sidewalk. Matthew moved to accept the application; Daniel seconded; all ayes.

**Certificates of Appropriateness** will be issued to :

Capital Custom Clothiers at 310 Mill St. Suite 3  
Resident at 304 Commerce Street

**Town Council Report** from Matthew:

- Made appointments to Town Positions
- Approved additional funding for snow removal
- Approved to hire the Berkley group to help with the comprehensive plan as relates to the Chesapeake Bay Act
- Made appointment of Vicky Somma to the Board of Zoning Appeals
- Work session on the budget

There were no Chairman comments or report from the Town Manager.

The meeting was adjourned by the chairman at 8:10