

Architectural Review Board Minutes
Tuesday, February 13, 2018
7:30 p.m.

The meeting was called to order at 7:43 p.m. by the Chairman, Brenda Seefeldt.

Attendees: Brenda Seefeldt, Carol Bailey, Laurie Holloway, Kelly Davis, Dan Braswell, Stewart Emenheiser and new alternate member Jonathan Torres. Matthew Dawson was excused absent.

There were no citizen comments.

Laurie Holloway moved that the minutes from the November 21, 2017 meeting be approved and Dan Braswell seconded. All voted aye.

A representative from VFW 7916 presented a proposed project in which the VFW, working with the Town of Occoquan, would make it possible for members of the public to purchase a Military Tribute Banner in memory of a local veteran of their choice. The banners would be displayed in the Historic District of the town for a specific amount of time. The representative answered questions from the members. The recommendation from the ARB was to have as much consistency as possible with the photographs regarding the color and style and our gratitude to the VFW and support for this project.

The Town Manager informed the ARB of Town Council business.

Approved Revised Development Fee Schedule.

Approved Repairs to the Secondary Police Cruiser in the amount of \$1,231.30

There is a plan in place to replace all of the trash cans in the Historic District.

The Town Manager's Report was included in the agenda provided to the ARB.

In the Chair report Brenda asked the Town Manager to pull the Exterior Elevation Design Guidelines from the Town Council's work load. Town Council has had the document since 2015 and has yet to approve it. With so many new members of the ARB, the ARB Chair wishes to update this document again with the added new insight. The Sign Design Guidelines is updated and still awaiting Town Council approval but the ARB Chair is okay with that one not being updated.

The meeting was adjourned at 8:44.

Minutes submitted by Carol Bailey