

**TOWN OF HAYMARKET, VA  
County of Prince William  
Chartered 1799**

**MAYOR**  
John R. Kapp

**ATTORNEY**  
None present

**COUNCIL**  
James Shepard, Vice Mayor (absent)  
Mary Lou Scarbrough  
Dottie Leonard  
Fred Price  
Doug Mohr  
Tom Utz

---

Mayor Kapp opened the meeting at 7:30 p.m. Mayor Kapp states the public hearing did not take place tonight due to the Planning Commission did not hold its public hearing as yet.

**Closed Session**

Councilwoman Scarbrough moved to go into closed session pursuant to Virginia Code to discuss personnel matters, second by Councilman Price. Yeas: Scarbrough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Councilwoman Scarbrough moved to go out of closed session certifying only personnel matters were discussed, second by Councilwoman Leonard. Yeas: Scarbrough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

**Regular Session**

Mayor Kapp called the meeting to order at 7:30 p.m. with the Pledge of Allegiance to the flag. Councilwoman Leonard led the Council in prayer.

**Minutes of July 12 meeting**

Councilman Mohr moved to approve with corrections noted, second by Councilwoman Scarbrough. Yeas: Scarbrough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

**Police Report**

Sgt. Roop gave the attached report.

**Treasurers Report**

The general fund First Virginia Bank checking account beginning balance 6/30/99 \$83,346.79, expenses \$23,847.37, deposits for July \$27,224.95, ending balance \$92,684.37.

The Treasurer asked for an update of Historical Foundation accounts.

**Unpaid Bills**

\$3,633.75 Maguire, Woods, Battle & Boothe - Gossom property bond work  
14,799.42 budgeted expenses for July over the monthly allocation.

Councilman Price moved to approve with the exception of the Maguire, Woods, Battle & Boothe bill that was approved at a maximum of \$2500, second by Councilwoman Scarbrough. Yeas:

Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

**Business License**

TOPS, L.C., 14890 Washington Street, office equipment sales & service - Councilman Price asks if that is a residential dwelling and if this is a change of use. This is a change of use which requires a site plan. Mr. Lowery states the business can not begin until the occupancy permit is approved.

Councilman Price moved to approve contingent upon owners submitting and obtaining approvals for site plan and occupancy permit, second by Councilman Utz. Yeas: Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Ed Milhous, 6771 Jefferson Street, home business - horticulture/arboriculture - Councilwoman Leonard moved to approve, second by Councilwoman Scarborough. Councilman Price asked if there would be any employees on the property. No was the answer. Yeas: Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Lane's Motor Sales - Atty Arledge if outdoor repairs and painting being done and does not meet state DEQ requirements or if she hasn't had a lawful use for two years it is not a permitted use.

Councilman Price moved to table to further information.

**Construction Permit**

Ryan Homes, Sect 2, Lot 3, 14884 Greenhill Crossing Drive, Ravenwood C - Councilwoman Scarborough states this did not go to the PC. Councilwoman Leonard moved to approve subject to PC approval on Sept 7, second by Councilman Mohr. Yeas: Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Veteran Builds, Swanson, 6630 Hunting Path Road, deck - Councilman Price moved to approve contingent upon approval by Building Official, second by Councilwoman Scarborough. Yeas: Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Glasscock, 14881 Greenhill Crossing Drive, deck - Councilman Utz moved to approve, second by Councilwoman Scarborough. Councilman Price states the building official should approve prior to going to Council. Councilman Utz amended motion to be subject to approval of building official, second by Councilwoman Scarborough. Yeas: Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

**Construction Permit process**

(1) Thursday, submission date to Building Official (2) Planning Commission (3) ARB (4) TC.

Davis, Doyle, 6881 Jockey Club Lane, deck - Building Official pre-approved. Councilwoman Leonard moved to approve, second by Councilman Price. Yeas: Scarborough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Ryan Homes, Sect 9, Lot 15, 14938 Greenhill Crossing Drive, Bainbridge F with morning room - house type change - ARB approval, has not been to PC. Mr. Lowery states this lot has been abandoned for this application. Councilwoman Leonard approves subject to PC approval at Sept 7 meeting, second by Councilwoman Scarborough. Yeas: Scarborough, Price, Leonard, Mohr, Utz.

Nays: none. Motion carried by 5/0 vote.

AT&T, 15175 Washington Street, antenna, equipment shelter, fence - Commissioner Jasionowski states the PC & ARB had exceptions for this. Councilwoman Leonard approved with no fence provided they paint the coaxle cable to match monopole and add vinyl signing on the ladder rack, second by Councilwoman Scarbrough. Mr. Lowery asks why we are requiring siding on the ladder rack. Mr. Lowery says the vinyl ladder rack is a safety problem, structurally the Code will not approve it. Councilwoman Leonard amended motion to exclude the covering of the ladder rack, second by Councilwoman Scarbrough. Yeas: Scarbrough, Price, Leonard, Mohr, Utz. Nays: none. Motion carried by 5/0 vote.

Councilman Utz suggests when the PC & ARB want to make comments we add a piece of paper, to the application, so that there is room.

#### **Citizen's Time**

Commissioner Jasionowski states at the ARB meeting the Bell Atlantic did not hide their cable as required. We should have them address this at business license renewal.

Bill Smith (in front of Greenhill) needs to mow behind his house. (It is actually Rohrbaugh property.)

Residents would like to be advised of town tag renewal besides the newsletter.

Councilman Utz asked if Greenhill Crossing HOA will put it in their newsletter. Ed Wheeler says they no longer do a newsletter. Commissioner Jasionowski suggests we put a notice up at the community center bulletin board.

Alan Gossom asks about exterior storage building. If less than 150 square feet and less than 8' tall no closed than 5' to property line - residential only - commercial needs a permit. Electric from shed to a structure needs to be inspected.

#### **Planning Commission**

Councilwoman Scarbrough states they did the business license review. Councilman Mohr asked about state requirements for parking for appointment only businesses. Atty Arledge states that is a zoning issue.

Councilman Utz asked when parking areas are not marked how do you know if there are proper spaces. All commercial spaces are required to have a handicap parking space.

Mr. Gossom asks if the one space per 200 sq ft is a state issue. A lot of the places in town don't have enough spaces for parking. Councilman Mohr asks if we can approve the business license with request to conform to deficiencies. Councilman Price states when Mr. Gossom's site plan was done he had adequate parking for the whole complex.

Councilman Price states parking is calculated on net usable space - 80% of gross space.

Back 2 Basics - okay

Bell Backhoe - office only okay

Bull Run Vet Hosp - need to add vet hosp and kennel as ancillary use to B-1 district



Sect 12-11 #8 & 9 add 80% of usable floor space

Century Stair - Councilman Price states the site plan submitted for the last bldg built was adequate at that time. He states the whole parking ordinance may need to be reworked.

Coalition Against Hunger - add non-profit community service organizations - also churches.

D&J Excavating - roll off service - need to stop them - equipment rental of roll off empty containers okay

Gossom & Costello Paving - equipment yard not permitted - research

Hairmarket - page 423 - annual requirements - who enforces

Mullins Mobile Car Service - remove junk cars

NVR Homes - Commissioner Jasionowski asked if realtors have office in home - add under special use.

Noell Crane - no storage permitted - repairs under roof only - needs to be sent a violation notice.

Mr. Lowery says he is selling wholesale partes- also this is a major office - the Council did not want. Councilman Price states storing is a change of use on that property and requires a site plan.

Mr. Lowery asks if the property owners have to get permission for railroad siding. Atty Arledge states RR are usually regulated by the federal government.

Councilman Price asked about oil spills from motors on cranes. Councilman Price and Mr. Lowery to discuss.

Councilman Utz asked if when that property is annexed can we make them aware of future requirements. All annexed property comes in as R-1 and during re-zoning they can be required to comply or make proffers.

Councilman Mohr asked if there is something in the code to require it to be paved - the customer space must be paved but storage does. Saddlery retail area must be paved - Signature Kitchens must be paved - old Prince William Supply lot must be paved.

Councilman Price and Mr. Lowery need to go look at with Chesapeake Bay requirements and the Occoquan watershed - we must be sure no runoff is going into the creek.

Mr. Lowery, Rob Litton of DEQ, Councilman Price and Mayor, in September, has to meet with RR about Haymarket Self Storage runoff - Signature Kitchens tractor trailers there is no catch for grease and oil - the RR is concerned by the large whole coming from Haymarket Self Storage.

Precision Eng & Mfg - Roop to get rid of the junk cars

Signature Kitchens - need to look at 10,000 office admin, warehouse space 47,000. Do not need site plan as the use did not change. Councilman Price states they need to pave the parking area.

Atty Arledge states you can regulate the use by paving. Mr. Lowery states they intend to extend their parking space 10,000 sq ft within a year.

Councilman Price suggests we notify them by mail, by town ordinance their parking lot must be paved within one year (or at their time requested) must submit a plan.

Signature Kitchens - business license subject to occupancy approval and notification of paving (when they can accomplish).

Town & Country Auto Sales -15161 Wash. St. - junk cars must be removed.

GTE - Gossom & Costello have contract to pave the lot.

Home Business License

Cramer's Hauling & Service - no parking commercial equipment - dump truck and back hoe in residential district. Alan Gossom says he is renting a space from him to park but he doesn't use it.

Councilman Mohr states Jim Roop has problem he can't ticket for no town tags on private property - Atty Arledge states we should have a checking detail - Mayor should schedule.

Sgt Roop was directed to take care of Cramer's parking of commercial vehicles - he has not received any ticket since he parks on private property - give him a ticket for violation of zoning ordinance (summons to magistrate.)

Sam Crouch - equipment parking in R-1. Atty Arledge says we might look at requiring some screening when giving business license.

Crouch's Garage -same as above

Madison Parlour - add personal services to home business ordinance.

Home business requires an occupancy permit - if a client comes in - not intended to draw people in their homes - Councilman Utz thinks we should identify the personal services.

Councilman Price states we need to review the home occupation ordinance. State code requires inspection of bed & breakfast even if one room is for rent.

Watts - grand fathered

PC public hearing for ordinance amendment September 7, 7:00 p.m.

**ARB**

Councilwoman Leonard states ARB is working on the draft of the design manual guidelines.

Written as regulations - zoning ordinance will have to be amended - discuss with Atty Arledge.

**Historic Commission**

Councilman Mohr states they have scheduled a special meeting on Thursday, August 26 at 7:00 p.m. for new elections for commission members. They have only two members currently as the term of members was to the end of the Bicentennial. Council appoints a chairman, secretary, treasurer, etc., to be filled - only secretary & treasurer can hold the office.

Councilman Price states by definition the members of the commission must be appointed by Council - the committee elects the officers.

Caboose painting - September 11, they are researching the original colors - Mary Louise Ransom will donate the paint. Mr. Gossom will level the caboose.

Museum grants

Councilman Mohr is researching grants with the Virginia Museum and Historic Resource folks. Artifacts are being sought for the museum - we need to inventory and get value for the matching funds.

Design for museum will be submitted on August 26. Councilman Mohr wanted to use metal partitions. Councilwoman Leonard states no metal partitions - would be inappropriate - leave open space.

Mr. Gossom will donate materials.

The commission is researching homes - will do metal detecting and have archaeologists do the dig. The commission wants to get markers on display in the community.

**Building Official**

Shrink/Swell -not ready yet

Cross Connection agreement with PWCSA - Atty Arledge states it is okay.

Property Maintenance Code - Va. Dept of Housing did a session explaining about it. Mr. Lowery will have them come to the Sept 13 meeting.

**Town Hall Museum**

Mayor Kapp does not think it should be up to the Historic Commission - it should be all boards and the Historic Foundation.

Councilman Mohr asked if they could start getting items in so then can start organizing.

**Haymarket Day**

Ruritans are renting a stage. Mayor Kapp will check with Phil Harrover for wagon and tractor.

Crossroads at Haymarket painting - Commissioner Jasionowski states a lithograph is the best method - 4 color process. He suggests we get a sample of paper. Councilwoman Scarbrough says Printing Images will let you do a press inspection.

Councilwoman Leonard moved to use Printing Images and let Councilwoman Scarbrough make the decision of paper, use 4 color process, dull coated paper, not textured, 500 prints to be made, second by Councilman Price. Yeas: Price, Leonard, Mohr, Utz. Nays: none. Abstain: Scarbrough. Motion carried by 4/0 vote.

**OLD BUSINESS**

**ISTEA grant**

Mayor Kapp states all easements and right of ways are in but one - she wants two driveways and a circle - VDOT attorney working on it.

**Gossom Property**

Alan and Jim are going to meet for a walk through and then Mayor and Scolforo, Arledge and Alan meet.

**Longstreet Commons real estate tax waiver**

Tabled.

**Demolition Permit**

Tabled.

**Greenhill Crossing Section 2 Bond Reduction** - GHC HOA met and send letter - Mr. Lowery says don't refuse it as Peterson is making a major repair for US Homes at their expense. The HOA did a walk through and found a lot of areas of need. Councilman Price states you don't want to reduce until the section is sodded, seeded and stabilized.

**Virginia Power -ISTEA**

\$11,302 estimate for putting lines underground.

**Violation**

Wallace Bailey still does not have a business license - Police Dept can get a summons for it.  
Atty Arledge to get details and write him a letter.

**Copier**

Tabled.

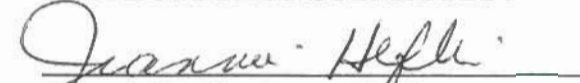
**Request to name roadway at Century Stair**

Von Steinwehrs Way - Councilman Price moved to approve, second none. Motion died.

**Adjournment**

Meeting adjourned at 11:37 p.m.

**RESPECTFULLY SUBMITTED:**

  
\_\_\_\_\_  
Jeannie Heflin, Town Clerk

**APPROVED:**

  
\_\_\_\_\_  
John R. Kapp, Mayor

tc899