



TOWN OF HAYMARKET PLANNING COMMISSION

REGULAR MEETING ~ AGENDA ~

Robert B. Weir,
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, May 11, 2015

7:00 PM

Council Chambers

1. Call to Order

2. Minutes Approval

- a. Planning Commission - Regular Meeting - Apr 13, 2015 7:00 PM

3. Citizens Time

4. Public Hearings

- a. St. Paul's Special Use Permit
- b. Capital Improvement Program

5. Announcements

6. ARB & Town Council Update

7. New Business

- a. St. Paul's Special Use Permit Application
- b. Proffer Policies Presentation
- c. Harrover Master Plan Recommendations

8. Old Business

- a. Capital Improvement Program
- b. Comprehensive Plan
- c. Amendments to the Planned Land Use Map
- d. 1 Mile Notices

9. Town Planner Update

10. Adjournment



TOWN OF HAYMARKET PLANNING COMMISSION

REGULAR MEETING ~ MINUTES ~

Robert B. Weir,
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, April 13, 2015

7:00 PM

Council Chambers

A Regular Meeting of the Planning Commission of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 7:00 PM

Chair Robert B. Weir called the meeting to order.

1. Call to Order

Chair Robert B. Weir: Present, Commissioner Ralph Ring: Present, Council Liaison Matt Caudle: Present, Josh Mattox: Present, James Carroll: Present, Maureen Carroll: Present.

2. Minutes Approval

a. Planning Commission - Regular Meeting - Mar 9, 2015 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ralph Ring, Commissioner
SECONDER:	Josh Mattox
AYES:	Weir, Ring, Caudle, Mattox, Carroll, Carroll

3. Citizens Time

Dottie Leonard - 14801 Washington Street

Mrs. Leonard calls to Chairman Weir's attention that she is watching his actions as a Chairman. She remembers a rule that was put into place when she was on the Commission that no member of the Commission could discuss property matters on a parcel that adjoins the member's parcel. Her hands were tied and she was not able to give input into the development of Haymarket Station. Yet she knows that Mr. Weir has taken action on Comprehensive Plan issues that affect Acie Watts that adjoins the subdivision Mr. Weir lives in. She feels Mr. Weir protected the former Mayor Stutz. The down planning of Mr. Watts property & Rafferty properties was wrong since all of Washington Street was planned commercial, except for these 3 properties.

Chairman Weir takes a point of personal privilege. He is going to address her concerns because she is accusing the Town of corruption. To clarify, there was no new rule made for Mrs. Leonard. Property owners of adjoining parcel have a conflict of interest issue, property owners who have a contract on a property have a conflict of interest. Mr. Watts' property has always been zoned residential. He will not accept her denigrating the Town any longer

4. Announcements

Commissioner Mattox announces that he and Mr. & Mrs. Carroll will be attending the Planning Commissioners conference in Harrisonburg.

5. ARB & Town Council Updates

- *There is no update from the Architectural Review Board*
- *There is no update from the Town Council*

6. Old Business

a. Capital Improvement Program

Town Manager and Planner brief the Commission on the Capital Improvements Plan. Weir instructs the Clerk to set the public hearing for May 11 for public input on the Capital Improvements Plan

b. Comprehensive Plan

Minutes Acceptance: Minutes of Apr 13, 2015 7:00 PM (Minutes Approval)

Weir, discussed with several people today and one of the concerns, especially as it applies to Dominion VA Power, there are multiple opinions that the conservation easement (Somerset), may or may not prevent Dominion from acquiring an easement there.

c. 1 Mile Notice

7. Town Planner Report

- The Town Planner informs the Commission that the Council would like the Commission to review the future land use plan, especially with regard to the three parcels owned by Watts & Rafferty. The Council may initiate a plan amendment next month.
- We continue to work with our planning consultant to perform a comprehensive update of all of our plan documents. There are checking the health and compatibility of our documents
- We are wading through site plans. Ice Rink should be ready next month. Sheetz rebuild will be close behind that.
- Met with Guy Gravett regarding the fairgrounds property; they are amending their plan for a small grocery store, 87 units and potentially a hotel
- Payne Lane has been given their first comments

8. New Business

a. Harrover Master Plan Presentation

The Town Manager welcomes Barry Carpenter & Lynette Wuensch

Based on the input from the public forum, they have come up with a sketch plan to present. The Harrover Master Plan will be brought back to the Planning Commission next month for the Commission's final recommendation.

Mr. Carpenter & Ms. Wuensch present and open dialogue with the Town Council, Planning Commission & Architectural Review Board

b. Saint Paul's Special Use Permit Application #SUP20150331 Temporary Classroom Trailer

The Town Planner discloses that his daughter attends this school, but that he can provide an unbiased analysis. Staff is requesting that the Planning Commission set a public hearing for May 11, 2015. Commission directs the Clerk to schedule that hearing.

Commission Maureen Carroll would really like to see a matrix provided in the agenda. She also recommends that we display that matrix in the Town Hall.

9. Adjournment

Maureen part of downtown plans are complicated. Would love a matrix for start dates on different aspects.

How it impacts things. Can we get something?

a. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Josh Mattox
AYES:	Weir, Ring, Caudle, Mattox, Carroll, Carroll

Submitted:

Approved:

Sherrie Wilson, Deputy Clerk

Bob Weir, Chairman

Minutes Acceptance: Minutes of Apr 13, 2015 7:00 PM (Minutes Approval)



TO: Town of Haymarket Planning Commission
SUBJECT: St. Paul's Special Use Permit Application
DATE: 05/11/15

ATTACHMENTS:

- 05-11-2015 STAFF MEMO - Saint Pauls SUP Extension Request (PDF)
- 1 - SUP20150331 Saint Pauls Temporary Classroom Trailer (PDF)
- 2 - St. Paul's School SUP Extension Request 05-11-2015 (PDF)
- 3 - St. Paul's School Traffic Management Policy 05-11-2015 (PDF)
- 4 - SUP2015-001 CONDITIONS OF APPROVAL - ST PAUL'S SCHOOL (PDF)
- 5 - Advertisement PH Saint Pauls SUP 05-11-2015 (PDF)

TO: Haymarket Planning Commission

SUBJECT: SUP20150331 – St. Paul's School, Extend SUP for School / Classroom Trailer

DATE: 05/01/2015

St. Paul's Anglican Church has submitted a request to extend its use of a classroom trailer at 6735 Fayette Street (St. Paul's School) through August 31, 2017. The current Special Use Permit expires June 2, 2015 and a new permit was submitted by the Applicant on March 31, 2015.

UPDATE

The Town Council and the Planning Commission held a joint public hearing on April 7, 2014. The Planning Commission continued its public hearing to April 14, 2014. Commissioners requested that the Applicant update the previously submitted plot plan to reflect the current traffic pattern and corresponding traffic management plan. The Planning Commission also requested that Staff update the previous conditions of approval applicable to temporary operation of the school and use of the trailer. With the applicant present and agreeable at the May 12, 2014 meeting, the Planning Commission moved forward a recommendation of approval to the Town Council and that the renewal of the use of the trailer be granted for a period of one year. Future request for renewals will constitute a new application and a new public hearing.

BACKGROUND

A special use permit for a classroom trailer and accompanying waivers of various site development requirements was approved by the Town Council on August 4, 2008. The permit and waivers allowed the move of the privately operated "Teaching the Basics" school (now St. Paul's School) from the police station behind Town Hall to the Parish Hall associated with St. Paul's Church at 6735 Fayette Street. The move to Fayette Street was to be a temporary condition until a permanent facility could be constructed on other properties owned by St. Paul's Church (also on Fayette Street). The conditional approval of the classroom trailer required an annual renewal of the special use permit. The Council granted an extension in May 2010. A third extension was granted by the Town Council in April 2011 and permitted the continued use of the trailer through April 4, 2014. In the interim period since the Council's last approval, the ownership of the Parish Hall and other properties associated with St. Paul's Church has been transferred to the Episcopal Diocese of Virginia. St. Paul's Anglican Church now leases the property from the Episcopal Diocese. St. Paul's School has moved several of its programs to the former Pace West School at 14600 Washington Street and expects to complete its transition from 6735 Fayette Street by the summer of 2017.

The action by the Council on April 4, 2011 was as follows:

Tobias motioned that the Town Council amend Special Use Permit (SUP) #SUP20080527, St. Paul's Church School, to permit the use of a classroom trailer at 6735 Fayette Street beyond the previous SUP expiration date of June 7, 2011, AND further moved that the SUP shall remain in effect for a period of one year, to renew automatically for additional periods of one year, not to exceed three years from the date of approval, BUT EXPRESSLY CONDITIONED UPON THE FOLLOWING: Council may require, upon a majority vote, after notice to the applicant, for the applicant (or present property owner) to submit a new application for an SUP, which shall be treated in all respects as a new and different application, subject to approval or disapproval, in accordance with general principles of law for a new application. If such notice is given to the applicant or present property owner, this SUP shall terminate automatically and without further notice or action by the Council 60 days from the giving of such notice.

RECOMMENDATION

Staff recommends the Planning Commission review the traffic management policy. Further, approval should continue a period of one year, ending on June 2, 2016.

DRAFT MOTIONS

1. I move that the Town Council approve SUP 20150331, St. Paul's School, for temporary operation of an early learning center/school and temporary use of a classroom trailer at 6735 Fayette Street, subject to Conditions of Approval dated May, 2015.

OR

2. I move an alternate motion.

RECEIVED

MAR 31 2015



TOWN OF HAYMARKET

SUP# 20150331

SPECIAL USE PERMIT APPLICATION

NOTE: This application must be filled out completely and all submission requirements must be met before the application can be accepted and scheduled for review/field hearing.

NAME OF BUSINESS/APPLICANT: St. Paul's School / St Paul's Anglican Church, Inc.

SITE ADDRESS: 6735 Fayette St Haymarket VA 20169

ZONING DISTRICT: R-1 R-2 B-1 B-2 I-1 C-1 SITE PLAN PROPOSED: Yes No

PROPOSED USE(S): Pre-school / Modular trailer CODE SECTION(S) #: 58-53(5)

BRIEF DESCRIPTION OF ACTIVITY: In the space below or in an attached narrative, please describe in detail the proposed activity including size and type of proposed/existing structures, hours of operation, type of clientele, number of vehicles anticipated to visit the site during an average weekday and any other changes that will affect the nature or appearance of the structure(s) or site.

* NOTE: During 2015, names will change to: St. Michael's Academy and St. Michael's Anglican Church, Inc. Renewal of temporary operation of school and classroom trailer at site address. Previous SUP# 2010325

Supporting Documentation (attached): Narrative (addressing criteria of Section 58-9(d)) Plan/Plot on file

ADDITIONAL INFORMATION FOR HOME OCCUPATIONS (SUBJECT TO SECTION 58-16):

TYPE OF STRUCTURE: SFD TH TOTAL FLOOR AREA OF MAIN STRUCTURE: (sq. ft.)

FLOOR AREA DEVOTED TO HOME OCCUPATION: (sq. ft.)

NUMBER / TYPE OF VEHICLES:

NUMBER / TYPE OF EQUIPMENT AND METHOD OF STORAGE (i.e. garage, accessory storage, etc.):

OFF-STREET PARKING SPACES PROVIDED: 15 NO. OF EMPLOYEES WORKING FROM SITE: 15

FEE: \$500 Residential \$200 Residential In-Home Business \$350 Commercial (no land disturbance) \$1,500 Commercial (land disturbance)

Table with 2 columns: APPLICANT/PERMIT HOLDER INFORMATION and PROPERTY OWNER INFORMATION. Includes fields for Name, Address, City, State, Zip, Phone(s), and Email Address.

Special Use Permit Extension St. Paul's School March 18, 2015

St. Paul's Anglican Church requests renewal of the Special Use Permit (SUP) #SUP20080527, related to St. Paul's School, to permit the continued use of a classroom trailer (modular unit) at 6735 Fayette Street beyond the previous automatic additional periods of one year which now expires in June 2015. We further request that the SUP remain in effect with conditions passed by the Town Council in their meeting of April 2011, except as noted below.

St Paul's has a lease with the Episcopal Diocese of Virginia (property owner) through August 31, 2017 for use of the property for the operation of St. Paul's School. We request the SUP to continue to be approved automatically for period of one year through August 31, 2016. However, a two-year renewal at this time through August 31, 2017 would be preferable. During this period, no physical modification of the existing modular unit, other than routine maintenance is anticipated.

We wish to bring to your attention the fact that in school years (SY13-14) and SY 14-15, St Paul's moved a portion of the school programs to the property previously known as Pace West at 14650 Washington Street (known to us as the Sparks Campus). This year, SY 14-15 the MDO program was moved to the Sparks Campus. This move continues our plan to reduce the amount of traffic at the Fayette Street location. Over the next two years we will continue to further expand our school program in the building at the Washington Street location. This action will, yearly, further relieve student load and traffic at the Fayette Street campus. We plan, by the summer of 2017, to be out of the Fayette Street campus.

We wish to also bring to your attention the modified traffic pattern implemented at the Fayette St campus. The revised pattern has successfully improved traffic flow through the site and eliminates any vehicle cuing on Fayette St. The plat plan was previously updated to reflect this change. The Traffic Management Policy has also been amended and is attached. The hours of operation are:

PreCare	7:00 to school opening
PreK3	9:00 – 12:00
PreK4	8:30 – 12:30
PreK4 (PM)	12:45 – 3:45
AfterCare	12:00 – 6:00

Hence, the phasing of students is heaviest from 8:20 – 9:00 and 11:50 – 12:45. Due to pre-care (about 12 children) and aftercare (about 24), the peak loads will be, in the morning, about 104 children in the 50-minute period of “drop-off” and about 102 children in the noon time “pick-up/drop-off” period of 55 minutes.

The “Occupancy Permits” allow 99 people in the Parrish Hall and 90 in the Modular for a total of 189. However, this year we have a maximum of 134 at any given time and next year plan a maximum of 132 at any given time. .



Raymond A. Bell, Senior Warden and President of the Board
St. Paul's Anglican Church, Inc.

**Amended Traffic Management Policy
St. Paul's School,
6735 Fayette St.
March 30, 2015**

The traffic management policy replaces previous traffic management policies and associated amendments. St Paul's School will manage the drop-off and pick-up of children in a manner that normal traffic on Fayette St and Payne Ln will not be adversely affected. The school is sensitive to the surrounding community in all of its policies and assures minimal impact to the neighborhood and traffic flow. We desire the flow of traffic, including children drop-off and pick-up, to be efficient, smooth and safe for everyone.

Traffic Flow/Parking

Traffic enters from Payne Ln and travels in a one-way direction, exiting on Fayette St. The parking lot has 18 parking spaces (17 regular and one handicap) as reflected on the revised plot plan dated 05/12-14. If more than 18 parking spaces are required for staff, the excess will be parked at the Episcopal Church parking lot at 6750 Fayette St.

Traffic Management

The school uses several innovative and proven traffic management methods. Each method is honed by experience. Each will minimize impact on the adjacent community and school parents at student drop-off/pick-up times. These Are:

- a. Classes start at different times, based on student age. Thus, arriving/departing parents are not all at the school at the same time. The time between age groups provides sufficient time for parents of one age group to clear the area before the arrival of parents of the next age group.
- b. School staff monitors and manages traffic flow. There are 10 stacking (car waiting) spaces. These spaces will not interfere with general parking or entrance to the building. Five (5) stacking spaces are parallel to the Parish Hall and five (5) are on the East side of the modular.

A staff member monitors the traffic flow into the drop-off/pick-up areas from Payne Ln. School staff are at car-side to open doors and assist student exit/entry. This means that parents are not required to exit the driver's seat – thus allowing more rapid movement for waiting parents. School staff “read” the car line several cars in advance. For example, when car #1 is loading – the child(ren) are being readied for waiting cars #2 and #3. This continues “down the line” until the waiting parents clear. The entire process is completed in approximately 10 – 20 minutes.

If the drop-off/pick-up area is filled with cars, the staff person will direct cars entering from Fayette St to proceed to the church parking area so that parents waiting to drop-off/pick-up their child will not adversely affect traffic flow on Fayette St or Payne Ln. Walkie-Talkies are used. When the drop-off/pick-up area begins to clear, those waiting in the church parking lot are called back to the school. This assures that customary traffic on Fayette St and Payne Ln will flow in good order.

SPECIAL USE PERMIT #SUP2015-001**ST. PAUL'S SCHOOL, 6735 FAYETTE STREET****CONDITIONS OF APPROVAL – May 2015****TEMPORARY OPERATION OF EARLY LEARNING CENTER/ SCHOOL****MOBILE CLASSROOM USE**

1. **Previous Special Use Permit (SUP) Conditions.** The following Conditions of Approval supersede and replace the Plot Plan and Conditions of Approval of SUP20080527 for a special use permit to allow a temporary early learning center/school and classroom trailer upon property known as 6735 Fayette Street, GPIN 7297-89-5776, Town of Haymarket, Virginia (the "Property").
2. **Substantial Conformance.** The development of the Special Use described in Condition 3 below shall be in substantial conformance with the plot plan sheet 1 of 1 entitled "St. Paul's Church" dated May 12, 2014 (the "Plot Plan"), and the Town of Haymarket Zoning Ordinance (the "Zoning Ordinance") except as amended by the Conditions of Approval below which shall take precedence over matters on the Plot Plan in the event of conflicts. Approval of this permit for 6735 Fayette Street shall not relieve the applicant or the owner or owners ("Owners") of the Property from the obligation to comply with and conform to any other Zoning Ordinance, Codified Ordinance, or applicable regulatory requirement.
3. **Uses Permitted and Use Restrictions.** This Special Use Permit SUP 2015-001 grants: (1) temporary operation of an early learning center/school pursuant to Section 58-52(3); and (2) temporary use a classroom trailer, pursuant to Section 58-53(5), as defined in the Zoning Ordinance in the R-1 (Residential) Zoning District. The maximum number of children permitted to be cared for at the early learning center/school at any one time shall not exceed one-hundred forty (140) children.
4. **Waiver of Development Standards.** The following development standards are waived for the duration of the temporary operation of the early learning center/school and classroom trailer as described in the Request for Waivers for St. Paul's School Teaching the Basics dated July 14, 2008. These waivers shall terminate and be of no further effect on the Property upon termination of the temporary operation of the early learning center and use of the classroom trailer.
 - a. Section 58-506, Site Plan
 - b. Section 58-701, Buffer Yards
 - c. Section 58-793, Parking Lot Landscaping
 - d. Section 58-11(10), Parking Lot Paving
 - e. Section 58-59(b), Corner Lots
 - f. Section 58-57(a), Yard Regulations, Side

5. **Hours of Operation.** Hours of operation of the early learning center/school shall be limited to those hours described in the Special Use Permit Extension narrative accompanying the SUP request dated March 31, 2015.
6. **Traffic Management.** Traffic management for the early learning center/school shall be as described within the Amended Traffic Management Policy accompanying the SUP request dated May 12, 2014.
7. **Site Access / Off-Street Parking.** Vehicular access to and from the Property, to include deliveries of goods and materials, shall be as described on the Plot Plan and Amended Traffic Management Policy dated May 12, 2014. Any off-site parking attributed to the operation of the early learning center/school shall be limited to the Episcopal Church parking lot at 6750 Fayette Street.
8. **Termination of Approval.** This special use permit approval for SUP2015-001, temporary operation of an early learning center/school and classroom trailer use shall cease and terminate one year from the date on which this Special Use SUP2015-001 is approved by the Town Council.
9. **Removal of Classroom Trailer.** The Owners shall remove the classroom trailer and associated structures and equipment within 90 days of cessation of the early learning center/school or expiration of the lease to operate the early learning center/school, whichever occurs first. Owners shall site shall restore the Property as closely as possible to pre-construction conditions. A written notice of said removal shall be provided to the Town by the Owners.
10. **Enforcement.** Failure by the Town of any other party to insist on any of the terms or conditions of SUP2015-001 or the provisions of any local, state or federal law or requirement shall not be deemed a waiver thereof.



NOTICE OF JOINT PUBLIC HEARING TO PERMIT MOBILE CLASSROOM USE IN THE R-1 ZONING DISTRICT BY SPECIAL USE PERMIT, 6735 FAYETTE STREET, HAYMARKET, VIRGINIA

KINDLY TAKE NOTICE that the Planning Commission of Haymarket, Virginia, will hold a public hearing on Monday, May 11, 2014, beginning at 7:00 p.m. at the Haymarket Town Hall, 15000 Washington Street, Suite 100, Haymarket, Virginia in order to consider a special use permit request by St. Paul's School to extend the use of a mobile classroom at 6735 Fayette Street, Haymarket, Virginia. An existing special use permit for the mobile classroom expires on June 2, 2015. The subject site is zoned Residential District R-1 and designated on the Town's Planned Land Use Map as Low Density Residential.

All are invited to attend the public hearing at the time and place described above and present their views pertinent to the requested special use permit. Public comments can also be mailed to P.O. Box 1230, Haymarket, Virginia, 20168, or submitted via email to jpreli@townofhaymarket.org. A complete copy of the application for the special use permit is available for public inspection during normal business hours at the Clerk's Office of the Town of Haymarket immediately upon the advertising of this notice. The public hearing is being held in a public facility believed to be accessible to persons with disabilities. Any person with questions on the accessibility to the facility should contact the Town Clerk at the above address or by telephone at (703) 753-2600.

PLANNING COMMISSION, TOWN OF HAYMARKET, VIRGINIA



TO: Town of Haymarket Planning Commission
SUBJECT: Proffer Policies Presentation
DATE: 05/11/15

Presented by Berkley Group.

ATTACHMENTS:

- 1 - Proffer Presentation 5-11-15 (PDF)
- 2 - DRAFT proffer Guide Resolution (PDF)
- 3 - 10-03-2005 impact-proffer fees resolution (PDF)
- 4 - RE Definition of Capital Improvement (PDF)
- 5 - Haymarket Proffer Policy DRAFT (PDF)
- 6 - PolicyGuideForMonetaryContributions (PDF)



Policy Guide for Monetary Contributions

Planning Commission
May 11, 2015

Cash Proffers

Any voluntary funds proffered in a writing, signed by the owner of a property subject to rezoning, submitted as part of a rezoning application and accepted by a locality (§15.2-2303/2298).

Methodology

- Derived from capital projects included in the town's Capital Improvement Program (CIP)
- Based on the town's latest population as documented by Prince William County
- Includes items for Parks & Rec, Public Safety, Transportation, and Schools
- Mirrors PWC policy for consistency

Capital Improvement Program (CIP)

- CIP serves as the major financial planning guide for expenditures toward capital facilities and equipment
- Guides development of large-scale projects for which costs exceed the amount normally available in the annual budgeting process
- Helps to ensure that major projects, considered together, are within the fiscal reach of the town
- CIP helps in balancing capital improvements with available financing

CIP Defined

Capital improvements are major construction or acquisition efforts, which are non-reoccurring in nature. Generally, capital improvement projects are defined as:

- Studies pertaining to capital improvements that require the employment of outside professional consultants at a cost in excess of \$20,000;
- Construction of buildings or facilities; including design, engineering, and other preconstruction costs with an estimated cost in excess of \$20,000;
- Purchase of major equipment and vehicles, other than office and data processing equipment, valued in excess of \$20,000 with a life expectancy of five years or more;
- Major equipment or furnishings required for the utilization of new or renovated buildings; or,
- Major acquisition of land or other property.

Suggested Monetary Proffers

- POPULATION / HOUSEHOLD DATA
- 1,782 population as of January 1, 2010
- 3.32 Persons/Unit in Single-Family Houses
- 3.04 Persons/Unit in Townhouses
- 2.24 Persons/Unit in Condominiums

Single Family	Amount
Transportation	\$2,944
Parks & Recreation	\$2,305
Public Safety	\$39
Schools	\$20,694
TOTAL	\$25,982
Townhouse	Amount
Transportation	\$2,695
Parks & Recreation	\$2,110
Public Safety	\$36
Schools	\$17,489
TOTAL	\$22,330
Condominium	Amount
Transportation	\$1,986
Parks & Recreation	\$1,555
Public Safety	\$26
Schools	\$10,300
TOTAL	\$13,867

Proffer Calculation Example

Parks & Recreation		
Town Center Property	\$	875,000
Harrover Property	\$	315,000
Museum	\$	47,000
Total Capital Costs	\$	1,237,000
Population in 2010 Census		1,782
Cost Per Capita	\$	694.16

Unit Type	Cost per Dwelling Unit
Single Family Dwelling Unit Cost = 3.32	\$ 2,305
Townhouse Dwelling Unit Cost = 3.04	\$ 2,110
Multiple Family Dwelling Unit Cost = 2.24	\$ 1,555

Transportation

- Residential – should consider a proffer contribution to help offset the transportation improvement projects
- Nonresidential – should consider a proportional contribution for engineering, ROW acquisition, construction, and other transportation improvements that mitigate impacts associated with the development for the appropriate level of service (LOS) of roads serving the development.

Schools

- Cash proffers collected for schools should be conveyed to the PWC School System
- Monetary contribution for schools is determined by subtracting from the gross cost per housing unit both funding received from state and federal sources for capital needs and a debt service credit

Unit Type	Gross Cost Per Unit	Less State/Federal Share of Capital Costs FY14 = 4.593%	Less Credit for Debt Service	Net Cost Per Unit
Single Family	\$ 27,127	\$ (1,267)	\$ (5,166)	\$ 20,649
Townhouse	\$ 22,274	\$ (1,048)	\$ (3,737)	\$ 17,489
Multifamily	\$ 13,630	\$ (644)	\$ (2,686)	\$ 10,300

Suggested Proffer Language

- The proffer statement should be written in clear and concise language with consideration of future interpretation.
- Proffer language should include items that are being proffered along with when action will occur and who is involved in performance of the action.
- Proffers should state the time frame within the proffered obligation will be performed.

Questions or Comments?

Drew Williams, AICP

Darren Coffey, AICP

www.bgllc.net



PROFFER GUIDE RESOLUTION

WHEREAS, the Town of Haymarket has adopted land use policies within its Comprehensive Plan as a guide for making decisions on proposed rezonings; and

WHEREAS, Section 15.2-2296 through 15.2-2300 of the Code of Virginia authorizes the Town of Haymarket to adopt and administer conditional zoning as a more flexible zoning method whereby a zoning reclassification may be allowed subject to certain conditions proffered by the zoning applicant for the protection of the community; and

WHEREAS, the concept of conditional zoning intends that the negative effects of a particular zoning application be offset to some degree through the proffering of mitigative conditions by the applicant; and

WHEREAS, pursuant to Section 15.2-2303 of the Code of Virginia, the Town of Haymarket is permitted to accept the voluntary proffering of certain conditions in writing from the zoning applicant; and

WHEREAS, pursuant to Section 15.2-2298 of the Code of Virginia, the Town of Haymarket is authorized to accept the dedication of real property or payment of cash as proffered conditions provided that (i) the rezoning itself gives rise to the need for the conditions; (ii) the conditions have a reasonable relation to the rezoning; and (iii) all conditions are in conformity with the Comprehensive Plan as defined in Section 15.2-2223; and

WHEREAS, the Town of Haymarket employs a methodology for calculating the fiscal impact of development based on current data reflecting the costs of providing capital facilities according to the adopted Capital Improvements Plan for the current fiscal year; and

WHEREAS, the Town of Haymarket desires to provide to applicants the aforementioned fiscal impact calculations and supporting data in order to assist applicants in determining appropriate voluntary proffers;

WHEREAS, the Planning Office of the Town of Haymarket has prepared the attached Town of Haymarket Planning Office Proffer Guide (“the Proffer Guide”) for the aforementioned purpose;

WHEREAS, the Proffer Guide provides that the Town will consider additional impact information and calculations provided by applicants that may differ from the information in the Guide, so long as such information and calculations are based on a sound methodology that accurately reflects the fiscal impact of the proposed development;

NOW, THEREFORE, BE IT RESOLVED, by the Haymarket Town Council that the Proffer Guide shall be made available to applicants; and

BE IT FURTHER RESOLVED, that the Proffer Guide shall be reviewed annually, and updated as necessary, to ensure that the calculations therein are based on current fiscal impact data.

BE IT FURTHER RESOLVED, that this resolution is passed this _____ day of _____, 20____.

Mayor

ATTEST: _____
Jennifer Preli, Clerk

V:\Company\Town Of Haymarket\Proffer Guidelines Review\Resolution V2.Docx

Attachment: 2 - DRAFT proffer Guide Resolution (2351 : Proffer Policies Presentation)

**Resolution
FY 2005/2006 Monetary Contributions Guidelines**

WHEREAS, Section 15.2-2296 through 15.2-2300 of the Code of Virginia authorizes the Town of Haymarket to adopt and administer conditional zoning as a more flexible zoning method whereby a zoning reclassification may be allowed subject to certain conditions proffered by the zoning applicant for the betterment of the community, and

WHEREAS, pursuant to Section 15.2-2298, the Town of Haymarket is authorized to accept the dedication of real property or payment of cash as proffered conditions, and

WHEREAS, the Town of Haymarket has adopted land use policies within its Comprehensive Plan as a guide for making decisions on proposed rezonings, and

WHEREAS, the Town of Haymarket has developed a methodology for calculating the fiscal impact of a typical residential dwelling unit based on the costs of providing capital facilities according to the adopted Capital Improvements Plan for the current fiscal year in order to establish guidelines for the acceptance of cash proffers.

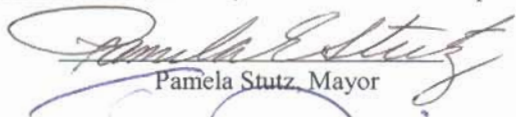
WHEREAS, The Haymarket Town Council has approved cash proffer provisions.


NOW, THEREFORE, BE IT RESOLVED, by the Haymarket Town Council that the costs of providing needed public facilities for a typical new residential unit based on the Town's fiscal impact methodology is summarized as follows and shall be the basis for consideration and acceptance of cash proffers:

Category	Single Family	Townhouses	Apartments
Schools ¹	\$8939.00	\$8435.00	\$2342.00
Fire and Rescue ²	\$753.00	\$715.00	\$510.00
Police	\$602.92	\$542.63	\$482.34
Public Works	\$5000.00	\$4500.00	\$4000.00
Historic Commission	\$500.00	\$500.00	\$500.00

NOW, THEREFORE, IT IS RESOLVED, that these figures shall be valid from 10/3/2005 through JUNE 30, 06 (Fiscal Year 06). Subsequent resolutions which govern the collection and management of cash proffers shall be based on subsequent adopted capital improvement plans.

BE, IT FURTHER RESOLVED, that this resolution is passed this 30 day of October, 2005.


Pamela Stutz, Mayor

ATTEST: 
Jennifer Prell, Clerk

¹ To be transferred to Prince William County Schools
² To be transferred to the Gainesville Volunteer Fire Department

Attachment: 3 - 10-03-2005 impact-proffer fees resolution (2351 : Proffer Policies Presentation)

From: [Darren Coffey](#)
To: [Brian Henshaw](#); [Drew Williams](#)
Cc: [Marchant Schneider](#)
Subject: RE: Definition of a Capital Improvement...
Date: Tuesday, April 07, 2015 11:12:31 PM
Attachments: [image003.png](#)

Brian,

The Proffer Guidelines don't define what a capital improvement is, per se, it just reflects the items that are in the CIP. Your Capital Improvement Program should clearly define what is a capital item and what is not. Typically in my experience it is based on an expenditure amount, and possibly frequency. For example, an administrative vehicle is not a CIP item but a fire engine, ambulance, police car, or school bus would be. These are high dollar items that need to be replaced on a schedule to maximize efficiency and minimize maintenance costs.

Most jurisdictions I'm familiar with set a dollar amount to determine if an item is listed at a capital improvement. \$15-20,000 is pretty normal. It just depends on the jurisdiction. The CIP we created for Dumfries has a \$20,000 threshold.

Even though vehicles do depreciate in value, it is perfectly acceptable (and recommended) that they be included in the CIP if their value exceeds the threshold that is set and they will need to be replaced on a routine, recurring basis. A police vehicle (with all of its equipment) is a perfect example of a typical and necessary CIP item.

I hope this addresses your question. The Proffer Guide does list vehicles under the public safety item as one of the types of capital improvements to be funded. The main point of a CIP is that it is a budgetary planning tool that informs the operating budget over a longer (5 year) horizon. Therefore, larger dollar items can be more properly planned and financed in and beyond the annual operating budget.

Darren

Darren Coffey, AICP, Principal



434/981.2026
www.theberkleygroupllc.com

From: Brian Henshaw [mailto:bhenshaw@townofhaymarket.org]
Sent: Tuesday, April 07, 2015 4:01 PM
To: Darren Coffey; Drew Williams

Cc: Marchant Schneider
Subject: Definition of a Capital Improvement....

Good afternoon,

I am in the process of wrapping up our DRAFT CIP for this coming fiscal year and I was wondering how you defined a Capital Improvement within the Proffer Guidelines.

As currently defined in our CIP, the definition is correct, however, that would preclude some items in the PD, such as a patrol car. What you all say to me defining a Capital Purchase to go along with a Capital Improvement.

You r thoughts?

Sincerely,

Brian

Brian P. Henshaw
Town Manager
Town of Haymarket
15000 Washington Street, Suite 100
Phone: 703-753-2600
Fax: 703-753-2800
E-mail: bhenshaw@townofhaymarket.org
Website: www.townofhaymarket.org

Town of Haymarket Policy Guide for Monetary Contributions



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Background

A cash proffer is any voluntary funds proffered in a writing, signed by the owner of a property subject to rezoning, submitted as part of a rezoning application and accepted by a locality pursuant to the authority granted by the Code of Virginia Section 15.2-2303 or Section 15.2-2298, or any payment of money made pursuant to a development agreement entered into under authority granted in the Code of Virginia Section 15.2-2301.1.

In 1974, the Virginia General Assembly enacted legislation providing for any county administered under the urban county form of government to accept voluntary proffering of certain conditions in writing from a zoning applicant. Virginia Code Section 15.2-2303 also extends the ability for towns located within any county administered under the urban county form of government to accept cash proffers. The purpose of this legislation, known as conditional rezoning, is to provide flexibility to local jurisdictions. The concept intends that the inhibitive effects of any particular zoning application be offset through a mitigating condition by the applicant.

The population for the Town of Haymarket was 1,782 in accordance with the U.S. Department of Commerce, Bureau of the Census, *2010*. The policy utilizes Prince William County's methodology for computing per capita units based upon the most recent population and household information determined by Prince William County's Demographer. This document sets forth the methodology used for monetary contributions to Haymarket Parks & Recreation, Public Safety, Transportation, and Prince William County Schools.

POPULATION/HOUSEHOLD DATA
1,782 population as of January 1, 2010
3.32 Persons/Unit in Single-Family Houses
3.04 Persons/Unit in Townhouses
2.24 Persons/Unit in Condominiums

Summary of Requested Monetary Proffer Amounts

Single Family	Amount
Transportation	\$2,944
Parks & Recreation	\$2,305
Public Safety	\$39
Schools	\$20,694
TOTAL	\$25,982
Townhouse	Amount
Transportation	\$2,695
Parks & Recreation	\$2,110
Public Safety	\$36
Schools	\$17,489
TOTAL	\$22,330
Condominium	Amount
Transportation	\$1,986
Parks & Recreation	\$1,555
Public Safety	\$26
Schools	\$10,300
TOTAL	\$13,867

These recommended voluntary proffer contributions reflect 2014 Capital Improvement Program (CIP) funds. Actual proffer contributions may be adjusted to account for inflation in accordance with the Consumer Price Index (CPI).

TRANSPORTATION

The Town's Capital Improvement Program (CIP) indicates a number of transportation-related improvement projects. An applicant for a rezoning for residential use should consider a proffer contribution to help offset the transportation improvement projects and associated methodology as reflected below.

Transportation	
Downtown Enhancement Phase IB	\$ 900,000
Washington Street Beautification	\$ 90,000
Municipal Parking Plan	\$ 15,000
Traffic Calming Improvements	\$ 15,000
Signage Improvements	\$ 60,000
Shared Use Path	\$ 500,000
Total Capital Costs	\$ 1,580,000
Population in 2010 Census	1782
Cost Per Capita	\$ 886.64

RESIDENTIAL SHARE

Unit Type/Per Capita	Cost per Dwelling Unit
Single Family Dwelling Unit Cost = 3.32	\$ 2,944
Townhouse Dwelling Unit Cost = 3.04	\$ 2,695
Multiple Family Dwelling Unit Cost = 2.24	\$ 1,986

NON-RESIDENTIAL SHARE

Applicants for rezoning nonresidential development should consider a proportional contribution for engineering, right-of-way acquisition, construction, and other transportation improvements that serve to mitigate impacts associated with the applicants' development request for the appropriate level of service (LOS) of roads serving the development. Cash contributions in lieu of transportation improvements may also be requested, provided the contribution is calculated based on the approximate costs of the transportation improvements that serve to mitigate, and have a reasonable relationship to, the proposed development. The applicant may be required by the Town or VDOT to perform a Traffic Impact Analysis (TIA) in conjunction with local or state requirements which will indicate the nexus between the proposed development and its impact on the transportation network.

PARKS & RECREATION

The Town's Capital Improvement Program (CIP) indicates a number of parks & recreation projects. An applicant for a rezoning for residential use should consider a proffer contribution to help offset these capital projects as reflected below.

Parks & Recreation	
Town Center Property	\$ 875,000
Harrover Property	\$ 315,000
Museum	\$ 47,000
Total Capital Costs	\$ 1,237,000
Population in 2010 Census	1,782
Cost Per Capita	\$ 694.16

Unit Type	Cost per Dwelling Unit
Single Family Dwelling Unit Cost = 3.32	\$ 2,305
Townhouse Dwelling Unit Cost = 3.04	\$ 2,110
Multiple Family Dwelling Unit Cost = 2.24	\$ 1,555

PUBLIC SAFETY

The Town's Capital Improvement Program (CIP) also supports improvements to the Town's public safety program including building improvements, equipment, and vehicles. An applicant for a rezoning for residential use should consider a proffer contribution to help fund the projects reflected below.

Public Safety	
Equipment	\$ 21,000
Population in 2010 Census	1782
Cost Per Capita	\$ 11.78

Unit Type	Cost per Dwelling Unit
Single Family Dwelling Unit Cost = 3.32	\$ 39
Townhouse Dwelling Unit Cost = 3.04	\$ 36
Multiple Family Dwelling Unit Cost = 2.24	\$ 26

SCHOOLS

The basis for the monetary contribution for schools is derived from Prince William County's 2014 Policy Guide for Monetary Contributions. Level of Service for Schools is defined as average use capacity determined on a countywide basis.

The suggested monetary contribution for schools is determined by subtracting from the gross cost per housing unit both funding received from state and federal sources for capital needs and a debt service credit. The debt service credit is derived annually by amortizing projected CIP school debt. The debt service calculations are provided by the Prince William County Finance Department.

STUDENT GENERATION FACTORS (GSF)

Provided by Prince William County Schools 2013 Student Census (may exclude proffered age-restricted units).

	Single Family	Townhouse	Multifamily
Elementary	0.305	0.289	0.192
Middle	0.162	0.129	0.077
High	0.214	0.153	0.085
Total	0.681	0.572	0.353

SCHOOL COSTS

Land costs are based on public land acquisition between 2011-2013.

Standards	Elementary	Middle	High
Acres/School Site	20	40	80
Cost/Acre	\$ 132,813	\$ 132,813	\$ 132,813
Total Land Cost	\$ 2,656,260	\$ 5,312,520	\$10,625,040
Facility Cost	\$ 27,973,000	\$ 53,246,000	\$90,465,000
TOTAL COST	\$ 30,629,260	\$ 58,558,520	\$101,090,040
Student Capacity	924	1464	2053
Gross Capital Cost/Student	\$ 33,149	\$ 39,999	\$ 49,240

Cost Per Unit Type

Type	Cost/Student	Single Family		Townhouse		Multifamily	
		SGF	Cost/Unit	SGF	Cost/Unit	SGF	Cost/Unit
Elementary	\$ 33,149	0.305	\$ 10,110	0.289	\$ 9,580	0.192	\$ 6,365
Middle	\$ 39,999	0.162	\$ 6,480	0.129	\$ 5,160	0.077	\$ 3,080
High	\$ 49,240	0.214	\$ 10,537	0.153	\$ 7,534	0.085	\$ 4,185
TOTAL			\$ 27,127		\$ 22,274		\$ 13,630

STATE/FEDERAL CONTRIBUTION CALCULATION

Total capital budget for schools = \$206,126,000
 % of Capital budget used for new construction = 67.8%
 % of Capital budget used for renewal = 32.2%
 Total funds received from State for Capital = \$13,964,000

$$\$13,964,000 \times 0.678 = \$9,467,592$$

SUGGESTED MONETARY CONTRIBUTION

The suggested contribution for schools is determined by subtracting from the gross cost per housing unit both funding received from the state and federal funding sources for capital needs and a debt service credit. The debt service credit is derived annually by amortizing projected CIP school debt.

Unit Type	Gross Cost Per Unit	Less State/Federal Share of Capital Costs FY14 = 4.593%	Less Credit for Debt Service	Net Cost Per Unit
Single Family	\$ 27,127	\$ (1,267)	\$ (5,166)	\$ 20,649
Townhouse	\$ 22,274	\$ (1,048)	\$ (3,737)	\$ 17,489
Multifamily	\$ 13,630	\$ (644)	\$ (2,686)	\$ 10,300

SUGGESTED PROFFER LANGUAGE

To facilitate the subsequent review of site plans and subdivision plats, the proffer statement should be written in clear and concise language with consideration of future interpretation. Proffer language should include items that are being proffered along with when action will occur and who is involved in performance of the action.

Where possible, proffers should define objective standards of performance to avoid misinterpretation. Restatements of already existing state or local requirements should be omitted from the proffer text.

Proffers should state the time frame within the proffered obligation will be performed. In the absence of explicit language indicating when performance will occur, the Town will generally request demonstration of performance of the proffered obligation with the preliminary or final site or subdivision plan affecting the rezoned property. Actual performance is expected at the time of development subject to approved plans and issuance of permits. Preferred collection times for monetary proffers are:

- Final plan approval
- Lump sum upon issuance of a land disturbance permit
- Lump sum with the first building permit for a particular type of unit
- Per lot or unit amount with every building permit for a particular type of unit

Applicants proffering monetary contributions will be encouraged to include a provision to adjust the proffered amount consistent with the increase in the cost of improvements over time. The Town defers to Prince William County's most current cost of construction "index" to assist the applicant in determining the appropriate rate.

The Town Attorney will review proffer language. Applicants seeking assistance are encouraged to contact the Town Manager's Office.

PRINCE WILLIAM COUNTY PLANNING OFFICE

POLICY GUIDE FOR MONETARY CONTRIBUTIONS



ADOPTED: JUNE 17, 2014
EFFECTIVE: JULY 1, 2014

Attachment: 6 - Policy Guide For Monetary Contributions (2351 : Proffer Policies Presentation)





PRINCE WILLIAM COUNTY POLICY GUIDE FOR MONETARY CONTRIBUTIONS

BOARD OF COUNTY SUPERVISORS

COREY A STEWART, CHAIRMAN
MICHAEL C. MAY, VICE CHAIRMAN
MAUREEN S. CADDIGAN
PETE CANDLAND
W.S. WALLY COVINGTON III
JOHN D. JENKINS
MARTIN E. NOHE
FRANK J. PRINCIPI

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EXCEPTION POLICIES	17

ADOPTED: JUNE 17, 2014
EFFECTIVE: JULY 1, 2014



BACKGROUND

The Virginia General Assembly, at its 1974 session, enacted legislation allowing counties having an urban county executive form of government to accept the voluntary proffering of certain conditions in writing from a zoning applicant. Va. Code Section 15.2-2303. In a subsequent action, the State Code was amended allowing a handful of other jurisdictions, including Prince William County, to accept proffers. In 1976, the Prince William County Zoning Ordinance was amended to include provisions for the acceptance and enforcement of proffers submitted with rezoning applications. The purpose of the legislation, known as conditional zoning, is to provide additional flexibility to local jurisdictions. The concept intends that the negative effects of a particular zoning application be offset to some degree through the proffering of mitigative conditions by the applicant. Proffers have become an increasingly significant factor in the County's land use regulation process.

PURPOSE OF THIS DOCUMENT

As part of the 1990 Comprehensive Plan, Prince William County established level of service (LOS) criteria for the various chapters of the Comprehensive Plan. LOS is a standard or bench-mark by which to measure the quantity and/or quality of service provided by a government agency. LOS criteria were established for the Transportation, Parks and Open Space, Fire and Rescue Plans and an LOS standard for the Library Plan was adopted in 1994.

LOS standards are measured on a Countywide basis. The LOS standards provide an objective justification for mitigation requests. If a proposal does not meet the established LOS for a particular chapter of the Plan, either a monetary, facility and/or site proffer is expected to be provided. Such a proffer seeks to mitigate the demand on Countywide schools, parks, roads, fire and rescue services, and libraries presented by the proposed development.

In most cases, LOS standards have been computed on a "per capita" or per resident basis. According to Prince William County's Demographer, the population of Prince William County was 419,577 as of September 30, 2013. The purpose of this document is to provide a guide to the methodologies used for those equitable monetary contributions for the Schools, Fire and Rescue, Libraries, Parks and Open Space, and Transportation Plans in the Comprehensive Plan.

POPULATION/HOUSEHOLD DATA

419,577 POPULATION AS OF SEPTEMBER 30, 2013

3.32 PERSONS/UNIT IN SINGLE-FAMILY HOUSES

3.04 PERSONS/UNIT IN TOWNHOUSES

2.24 PERSONS/UNIT IN MULTIFAMILY/CONDOMINIUM UNIT



SUMMARY OF REQUESTED MONETARY PROFFER AMOUNTS

SINGLE FAMILY	AMOUNT
SCHOOLS	\$20,694
PARKS	\$5,591
LIBRARIES	\$812
FIRE AND RESCUE	\$1,053
TRANSPORTATION	\$16,780
TOTAL	\$44,930
TOWNHOUSE	
SCHOOLS	\$17,489
PARKS	\$5,144
LIBRARIES	\$805
FIRE AND RESCUE	\$974
TRANSPORTATION	\$15,425
TOTAL	\$39,837
MULTIFAMILY	
SCHOOLS	\$10,300
PARKS	\$3,792
LIBRARIES	\$597
FIRE AND RESCUE	\$718
TRANSPORTATION	\$11,371
TOTAL	\$26,778

These suggested voluntary monetary contributions reflect 2013 data. Actual proffer contributions may be adjusted to account for inflation, based on the Consumer Price Index. The Board of County Supervisors reaffirms its commitment to address workforce affordable housing either by requesting affordable units with new development or requesting an increased contribution in lieu of construction of affordable units.

Prince William County



SCHOOLS

Level of Service for Schools is defined as average use capacity determined on a Countywide basis. These average use capacity ratios are used to determine the capital cost per student. In turn, these figures are used to determine the capital cost per unit type based on student generation factor for each education level for each unit type.

STUDENT GENERATION FACTORS (SGF)*

*provided by Prince William County Schools (2013 Student Census) and excludes proffered age-restricted units.

	SINGLE FAMILY	TOWNHOUSE	MULTIFAMILY	TOTAL
ELEMENTARY	0.305	0.289	0.192	0.284
MIDDLE	0.162	0.129	0.077	0.140
HIGH	0.214	0.153	0.085	0.177
TOTAL	0.681	0.572	0.353	0.601

COSTS

STANDARDS	ELEMENTARY	MIDDLE	HIGH**
ACRES/SCHOOL SITE	20	40	80
COST/ACRE*	\$132,813	\$132,813	\$132,813
TOTAL LAND COST	\$2,656,260	\$5,312,520	\$10,625,040
FACILITY COST	\$27,973,000	\$53,246,000	\$90,465,000
TOTAL COST	\$30,629,260	\$58,558,520	\$101,090,040
STUDENT CAPACITY	924	1,464	2,053
GROSS CAPITAL COST/STUDENT	\$33,149	\$39,999	\$49,240

*Cost/Acre based on public land acquisition between 2011–2013

**Battlefield High School Model



COST PER UNIT TYPE

TYPE	COST/ STUDENT	SINGLE FAMILY		TOWNHOUSE		MULTIFAMILY	
		SGF	COST/ UNIT	SGF	COST/ UNIT	SGF	COST/ UNIT
ELEMENTARY	\$33,149	0.305	\$10,110	0.289	\$9,580	0.192	\$6,365
MIDDLE	\$39,999	0.162	\$6,480	0.129	\$5,160	0.077	\$3,080
HIGH	\$49,240	0.214	\$10,537	0.153	\$7,534	0.085	\$4,185
TOTAL			\$27,127		\$22,274		\$13,630

STATE/FEDERAL CONTRIBUTION CALCULATION

Total capital budget for schools = \$206,126,000

% of Capital budget used for new construction = 67.8%

% of Capital budget used for renewal = 32.2%

Total \$ received from State for Capital = \$13,964,000

$\$13,964,000 \times 0.678 = \$9,467,592$

PERCENT OF STATE/FEDERAL DOLLARS GOING TO NEW DEVELOPMENT

$\$9,467,592 / \$206,126,000 = 4.593\%$

**SUGGESTED MONETARY CONTRIBUTION**

The suggested monetary contribution for schools is determined by subtracting from the gross cost per housing unit both funding received from state and federal sources for capital needs and a debt service credit. The debt service credit is derived annually by amortizing projected CIP school debt.

UNIT TYPE	GROSS COST PER UNIT	LESS STATE/ FEDERAL SHARE OF CAPITAL FY14 = 4.593%	LESS CREDIT FOR DEBT SERVICE*	NET COST PER UNIT
SINGLE FAMILY	\$27,127	-\$1,267	-\$5,166	\$20,694
TOWNHOUSE	\$22,274	-\$1,048	-\$3,737	\$17,489
MULTIFAMILY	\$13,630	-\$644	-\$2,686	\$10,300

*Debt Service calculations provided by Finance Department

Prince William County



PARKS



DETERMINATION OF GROSS COST OF PARKLAND PER DWELLING UNIT

Parks Standard for Acres of Parkland per 1,000 Residents

PARKS STANDARD IS 15.0 ACRES OF PARKLAND PER 1,000 RESIDENTS, CALCULATED AS FOLLOWS:		ACRES
ACRES OF NEIGHBORHOOD PARK PER 1,000 RESIDENTS		1
ACRES OF COMMUNITY PARK PER 1,000 RESIDENTS		4
ACRES OF REGIONAL PARK PER 1,000 RESIDENTS		6
ACRES OF LINEAR/RESOURCE PARK PER 1,000 RESIDENTS		4
TOTAL ACRES OF PARKLAND PER 1,000 RESIDENTS		15

PARK CONSTRUCTION COSTS

COMMUNITY PARK = \$147,615 PER ACRE*
REGIONAL PARK = \$151,008 PER ACRE*
LINEAR PARK = \$25,640 PER ACRE*
4 ACRES/1,000 RESIDENTS = 0.004 ACRES OF COMMUNITY PARK PER PERSON
6 ACRES/1,000 RESIDENTS = 0.006 ACRES OF REGIONAL PARK PER PERSON
4 ACRES/1,000 RESIDENTS = 0.004 ACRES OF LINEAR PARK PER PERSON
0.004 ACRES * \$147,615 = \$590 PER PERSON FOR COMMUNITY PARK
0.006 ACRES * \$151,008 = \$906 PER PERSON FOR REGIONAL PARK
0.004 ACRES * \$25,640 = \$103 PER PERSON FOR LINEAR PARK
\$590 + \$906 + \$103 = \$1,599 PER PERSON COST

* Provided by Recreation Department and Includes Land, Site Improvement and Facility Costs

SINGLE FAMILY DWELLING UNIT COST

3.32 PERSONS/UNIT * \$1,599 = \$5,309

TOWNHOUSE DWELLING UNIT COST

3.04 PERSON/UNIT * \$1,599 = \$4,861

MULTIPLE FAMILY DWELLING UNIT COST

2.24 PERSONS/UNIT * \$1,599 = \$3,582



ADDITIONAL FACILITY NEEDS

The following calculation represents the facility needs generated by new development that have not been accommodated within the calculations for school recreation facilities or new park construction.

Additional Facility Needs Cost Per Dwelling Unit

ADDITIONAL PEOPLE BY 2030 = 142,376
 FACILITY COSTS* = \$23,564,752
\$23,564,752/142,376 = \$166 PER PERSON

*Estimated number of facilities calculated by the Planning Office based on the Comprehensive Plan. Cost to provide such facilities are based on estimates provided by the Parks and Recreation Department.

SINGLE FAMILY DWELLING UNIT COST

3.32 PERSONS/UNIT * \$166 = \$551

TOWNHOUSE DWELLING UNIT COST

3.04 PERSON/UNIT * \$166 = \$505

MULTIPLE FAMILY DWELLING UNIT COST

2.24 PERSONS/UNIT * \$166 = \$372



The suggested monetary contribution for parks is determined by subtracting from the gross cost per housing unit both funding received from state and federal sources for capital needs and a debt service credit. The debt service credit is derived annually by amortizing projected CIP debt.

UNIT TYPE	GROSS COST PER UNIT – NEW PARKS	GROSS COST PER UNIT – ADDITIONAL FACILITIES	LESS STATE/FEDERAL SHARE OF CAPITAL 2.5% OF GROSS COST	LESS CREDIT FOR DEBT SERVICE*	NET COST PER UNIT
SINGLE FAMILY	\$5,309	\$551	-\$147	-\$121	\$5,592
TOWNHOUSE	\$4,861	\$505	-\$135	-\$87	\$5,144
MULTIFAMILY	\$3,582	\$372	-\$99	-\$63	\$3,792

*Debt Service calculations provided by Finance Department



LIBRARIES



Level of Service for Libraries is defined as building square footage and volumes (books) needed in order to meet nationally recognized standards for suburban populations.

COSTS:

STANDARD	NEED/COST
SQ.FT. OF LIBRARY BUILDING NEEDED	0.41 SQUARE FEET PER CAPITA
VOLUMES NEEDED	2.5 VOLUMES PER CAPITA
BUILDING COST	\$628 PER SQUARE FOOT
ACREAGE NEED	0.000053 SQ.FT. PER CAPITA
ACREAGE COST*	\$132,813 PER ACRE

CONSTRUCTION COSTS	CALCULATION	TOTAL
SQ.FT./CAPITA X BLDG. COST/SQ.FT.	0.41 X \$628	\$257.48
ACRES/CAPITA X COST/ACRE	0.000053 X \$132,813	\$7.04
CONSTRUCTION COST PER CAPITA	\$257.48 + \$7.04	\$264.52
MATERIAL COSTS		
COST/VOLUME **	2.5 VOLUMES X \$30.00	\$75.00
GROSS COST PER CAPITA	\$264.52 + \$75.00	\$339.52

*Cost/Acre based on the average of the public land acquisition between 2011 – 2013

**Cost/Volume is computed by using the acquisitions module to determine the actual average cost per volume paid in the last fiscal year, then adjusted based on assumptions about collections.

SINGLE FAMILY DWELLING UNIT COST

3.32 PERSONS PER HOUSEHOLD * \$339.52 = \$1,127

TOWNHOUSE DWELLING UNIT COST

3.04 PERSONS PER HOUSEHOLD * \$339.52 = \$1,032

MULTIPLE FAMILY DWELLING UNIT COST

2.24 PERSONS PER HOUSEHOLD * \$339.52 = \$761

SUGGESTED MONETARY CONTRIBUTION

UNIT	GROSS COST PER UNIT	LESS CREDIT FOR DEBT SERVICE*	NET COST PER UNIT
SINGLE FAMILY	\$1,127	-\$315	\$812
TOWNHOUSE	\$1,033	-\$228	\$805
MULTIFAMILY	\$761	-\$164	\$597

*Debt Service Calculation provided by Finance Department



TRANSPORTATION



In accordance with the Comprehensive Plan, the following calculations are based upon roadways classified as Major Collector and above. Roadways classified as Minor Collectors and Local Streets are evaluated in conjunction with development proposals as stipulated in the Prince William County Design and Construction Standards Manual (DCSM). Calculations reference lane-miles. Lane-miles are defined as the product of the number of through-traffic lanes for a given segment of roadway multiplied by the length in miles of that given segment of roadway.

STANDARD	MILES/COST
TOTAL LANE-MILES NEEDED IN 2030 TO MEET LOS GOALS IN ADOPTED THOROUGHFARE PLAN NETWORK ³	1,555.8
LESS LANE-MILES OPENED TO TRAFFIC THROUGH DECEMBER 31, 2015	- 1,124.1
ADDITIONAL LANE-MILES OF ROAD NEEDED BY 2030	431.7 MILES
LESS IMPROVEMENTS INCLUDED IN THE METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS (COG'S) 2013 FINANCIALLY CONSTRAINED LONG-RANGE PLAN (CLRP) ⁴	- 98.4
LANE-MILES OF UNFUNDED ROAD IMPROVEMENTS (ROUNDED TO NEAREST TENTH MILE)	333.3 MILES
MULTIPLIED BY THE ESTIMATED AVERAGE COST/MILE OF NEW ROAD ⁵	x \$4,300,000
TOTAL ESTIMATED COST OF UNFUNDED ROAD IMPROVEMENTS	\$1,433,190,000

The following are forecasted residential trips based on current Thoroughfare Plan and COG Round 8.1 forecast.

VEHICLE TRIPS PER DAY	
TOTAL TRIPS PER DAY FORECASTED FOR 2030	1,977,610 TRIPS
RESIDENT-BASED TRIPS PER DAY	
HOME-BASED WORK TRIPS	148,257 TRIPS
HOME-BASED OTHER TRIPS	357,135 TRIPS
HOME-BASED SHOPPING TRIPS	164,161 TRIPS
TRIPS TO OTHER COUNTIES	433,565 TRIPS
TOTAL RESIDENT-BASED TRIPS PER DAY⁶	1,103,118 TRIPS
RESIDENTIAL SHARE OF TOTAL TRIPS = 1,103,118/1,977,610	56%
RESIDENTIAL SHARE OF UNFUNDED ROAD IMPROVEMENTS	
\$1,433,620,000 x 0.56 RESIDENTIAL SHARE =	\$799,438,558

³Includes interstates, parkways, principal and minor arterials, major collectors and ramps that are identified in the 2030 Thoroughfare Plan.

⁴The number shown includes the 41.1 lane miles approved by Prince William County voters for funding in 2002, as well as the 102.0 lane-miles approved in the 2006 bond referendum and the 49.5 lane miles under consideration for a 2010 bond referendum, which have been paid through a combination of local, state and federal funds.

⁵Based upon actual costs for recent Capital Division construction projects.

⁶Forecasted trips per day from 2010 Comprehensive Plan transportation model.



RESIDENTIAL SHARE

An applicant for a rezoning for residential use will be asked to proffer a LOS contribution to help offset the unfunded road improvements identified above. The methodology for calculating this LOS contribution is shown below. If the applicant elects to dedicate transportation improvements and/or right-of-way for roads identified in the Thoroughfare Plan which are above and beyond what is required to mitigate the transportation impact of the proposed development and satisfy VDOT safety requirements, the value of that dedication will be credited against the suggested monetary contribution. The value of that credit will be determined based on the County's assessed value of the right-of-way and the cost of the transportation improvement using the County's Unit Price List.

Calculating the Cost of a Lane Mile on a per Household Basis

CALCULATING THE COST OF A LANE MILE ON A PER HOUSEHOLD BASIS		
TOTAL LANE MILES/2030 POP. = 1,555.8 LANE MILES/561,953 POP. = 0.00277 LANE MILES/PERSON		
PPHH * LANE MILES/PERSON * \$4,300,000 (ESTIMATED AVERAGE COST/MILE OF NEW ROAD) = X		
UNIT TYPE	CALCULATION	TOTAL COST
SINGLE FAMILY	3.32 PPHH * 0.00277 * \$4,300,000 =	\$39,545
TOWNHOUSE	3.04 PPHH * 0.00277 * \$4,300,000 =	\$36,209
MULTIFAMILY	2.24 PPHH * 0.00277 * \$4,300,000 =	\$26,681

Calculating the Suggested Proffer Amount

ADDITIONAL LANE-MILES NEEDED BY 2030	= 431.7 LANE MILES NEEDED
431.7 - 98.4 FUNDED LANE MILES = 333.3/431.7	= 77.2% LANE MILES NEEDED ARE UNFUNDED
X * 0.772 * 0.56 (RESIDENTIAL SHARE OF TOTAL TRIPS) = GROSS COST PER UNIT	

Unit	Calculation	Gross Cost
Single Family	\$39,545 * 0.772 * 0.56 =	\$17,096
Townhouse	\$36,209 * 0.772 * 0.56 =	\$15,654
Multifamily	\$26,681 * 0.772 * 0.56 =	\$11,535

Suggested Proffer By Unit Type

UNIT	GROSS COST PER UNIT	LESS DEBT SERVICE CREDIT*	COST/UNIT
SINGLE-FAMILY	\$17,096	-\$316	\$16,780
TOWNHOUSE	\$15,654	-\$229	\$15,425
MULTIFAMILY	\$11,535	-\$164	\$11,371

*Debt Service calculations provided by Finance Department



NON-RESIDENTIAL SHARE

Based upon the per unit residential calculations shown above, Prince William County will still experience a shortfall of \$633,751,442 for necessary roadway improvements required by 2030. The Council of Governments (COG) Round 8.1 forecasts approximately 61,100 additional jobs will be created from nonresidential uses by 2030. Applicants for rezoning nonresidential development will be asked to contribute right-of-way, roadway construction, and other transportation improvements that serve to mitigate the impacts of that development on the level of service LOS of roads serving that development. Cash contributions in lieu of transportation improvements may also be requested, provided the cash contribution is calculated based on the approximate costs of the transportation improvements that serve to mitigate and have a reasonable relationship to the proposed development. The Traffic Impact Analysis (TIA) submitted with each nonresidential development application will indicate the extent of that impact and the mitigation measures required to maintain an acceptable level of service. These mitigating improvements and the anticipated revenue growth from new nonresidential development are anticipated to alleviate the nearly \$634 million shortfall.



Prince William County



FIRE & RESCUE



NEEDS

Needs are defined as building square footage, acreage, and equipment needed to provide new fire and rescue stations that meet local service standards for suburban populations, expressed as cost/capita (residential) and cost/incident (nonresidential).

STANDARD	NEED/COST
NUMBER OF STATIONS NEEDED	6 STATIONS NEEDED*
STATION SIZE	17,500 SQUARE FEET
BUILDING COST	\$602.17 PER SQUARE FOOT
EQUIPMENT COST	\$3,870,000 PER STATION**
ACREAGE NEED	5 ACRES PER SITE
ACREAGE COST	\$132,813 PER ACRE***

*Based on projected population growth of 142,376 by 2030

** Based on Fire Department estimate of current cost to outfit a fully equipped station

*** This figure is based on the average cost of recent land acquisitions for county agencies

RESIDENTIAL COSTS

Residential Factor (2013 Fire & Rescue Data)

$$\frac{\text{Residential Incidents}}{\text{Total Incidents}} = \frac{21,818}{44,404} = 0.54$$

Residential factor is applied to total cost of fire and rescue services

Standards for Residential

CONSTRUCTION COSTS	CALCULATION	TOTAL
SQUARE FEET/CAPITA	105,000 SQ.FT./142,376 PERSONS = 0.7374 SQ.FT.	
BUILDING COST/CAPITA	0.7374 SQ.FT. PER CAPITA X \$602.17 X 0.54	\$239.78
LAND COST/CAPITA	0.0002215 ACRES/CAPITA X \$132,813 X 0.54	\$15.89
EQUIPMENT COST/CAPITA	6 STATIONS X \$3,870,000/142,376 X 0.54	\$88.07
GROSS COST PER CAPITA	\$239.78 + \$15.89 + \$88.07	\$343.74

SINGLE FAMILY DWELLING UNIT COST

$$3.32 \text{ PERSONS PER HOUSEHOLD} * \$343.74 = \$1,141.22$$

TOWNHOUSE DWELLING UNIT COST

$$3.04 \text{ PERSONS PER HOUSEHOLD} * \$343.74 = \$1,044.97$$

MULTIPLE FAMILY DWELLING UNIT COST

$$2.24 \text{ PERSONS PER HOUSEHOLD} * \$343.74 = \$769.98$$





SUGGESTED MONETARY CONTRIBUTION

UNIT TYPE	GROSS COST PER UNIT	LESS FUNDS FIRE LEVY FOR CAPITAL FY14=3.57%	LESS CREDIT FOR DEBT SERVICE	NET COST PER UNIT
SINGLE FAMILY	\$1,141	-\$43	-\$45	\$1,053
TOWNHOUSE	\$1,045	-\$39	-\$32	\$974
MULTIFAMILY	\$770	-\$29	-\$23	\$718

*Debt Service calculations provided by Finance Department

NONRESIDENTIAL COSTS

The suggested nonresidential monetary contribution is based on the 2006 Policy Guide For Monetary Contributions.

UNIT	COST
NONRESIDENTIAL	\$0.61 PER SQ. FT.

Prince William County



SUGGESTED PROFFER LANGUAGE

To facilitate the subsequent review of site and subdivision plans, the proffer statement should be written in clear and concise language with consideration toward future interpretation. The performance details of a proffered condition should be defined. More specifically, the proffer text should include information pertaining to not only what is being proffered, but also when the action will occur and who is involved in performance of the action.

Where possible, proffers should define objective standards of performance to avoid any subsequent debate regarding interpretation. Restatements of already existing state or local requirements should be omitted from the proffer text.

Each proffer should state the time frame within which the proffered obligation will be performed. In the absence of explicit language indicating when performance is to occur, the County will generally request demonstration of performance of the proffered obligation with the preliminary or first final site or subdivision plan affecting the rezoned property. Actual performance is expected at the time of development subject to approved plans and issuance of permits. Examples of preferred collection dates for monetary proffers generally are listed below:

- Final plan approval
- Lump sum with the issuance of a land disturbance permit
- Lump sum with the first building permit for a particular type of unit
- Per lot or unit amount with every building permit for a particular type of unit

Pursuant to direction from the Board of County Supervisors, applicants will be encouraged to make monetary contributions for transportation improvements as a lump sum prior to issuance of a site development permit.

In order to facilitate more efficient use of proffered monetary contributions, the direction of such contributions to specific capital projects will be discouraged, as will limitation of monetary contributions to a specific area of the County.

Applicants proffering monetary contributions will be encouraged to include a provision to adjust the proffered amount consistent with the increase in the cost of improvements over time. The County will maintain a cost of construction “index” to assist the applicant in determining the appropriate rate.

The County Attorney’s Office will assist the Planning Office in review of proffer language. Applicants seeking assistance with drafting specific proffer language are encouraged to contact the Planning Office.



EXCEPTION POLICIES

There are some instances where the strict adherence to the Policy Guide is inappropriate. Although each proposal will be looked at on a case by case basis, these exceptions can be divided into three broad categories:

1. *Credits For On Site or Off Site Improvements*

Since the beginning of the proffer process in late 1970's, the County has allowed credits for physical improvements and donations of land. The County will continue this policy with the understanding that physical improvements (such as school site donation, road construction above and beyond that required by the code) must address the level-of-service measures outlined in the Comprehensive Plan. Confirmation of value, correct location, useable acreage, and need will be determined by the County.

2. *Uses That Have Reduced or Have No Impact on Certain Levels of Service*

There are some uses that have no impact on a specific level-of-service measure. Each proposal will be considered on a case-by-case basis and at the sole discretion of the County. Consideration may be given to reducing proffer amount requests in such circumstances.

In particular, developments with an age-restricted component that prohibits school-age children will have no impact on the schools level of service; therefore, the proffer amounts for schools will not be requested for any age-restricted unit proposed within the County.

3. *Targeted or Desirable Land Uses*

There are a select number of targeted industries and land uses for which the County may consider a reduction in monetary contributions. These targeted industries are listed by the Department of Economic Development.





PRINCE WILLIAM COUNTY PLANNING OFFICE
5 COUNTY COMPLEX COURT
PRINCE WILLIAM, VA 22192-9201
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fax 703.792.4401
email: planning@pwcgov.org



TO: Town of Haymarket Planning Commission
SUBJECT: Harrover Master Plan Recommendations
DATE: 05/11/15

ATTACHMENTS:

- 1 - COMPREHENSIVE PLAN EXCERPTS REGARDING HARROVER PROPERTY (PDF)
- 2 - HISTORIC BUILDINGS INVENTORY (PDF)
- 3 - Harrover MP - Alt Sketch Plans Summ Comparison 4-13-15 (PDF)
- 4 - Harrover Alt Sketch Plan A at 100 scale 11x17 4-10-15 (PDF)
- 5 - Harrover Alt Sketch Plan B at 100 scale 11x17 4-1-15 (PDF)
- 6 - Harrover Alt Sketch Plan C at 100 scale 11x17 4-8-15 (PDF)

COMPREHENSIVE PLAN EXCERPTS REGARDING HARROVER PROPERTY / SEARS HOUSES

2.1 PUBLIC FACILITIES

GOAL Provide residents and businesses with facilities and services that help ensure the health, safety, beauty and prosperity of the Town.

OBJECTIVES

A. Develop the **Harrover property** into the Haymarket Government Center with Police Department and Town Hall by the end of 2008

B. Explore the possibility of creating community green space on the **Harrover property** to include a bandstand (gazebo) and playground

GOAL Develop public facilities to meet the social and recreational needs of a growing town

OBJECTIVES

A. Look into the economic feasibility of developing the **Harrover property** into a Town Hall and green space as part of the development of the property in 2008

B. The Town's need for recreation is not satisfied by existing regional facilities. Explore joint opportunities with private communities, churches and the Prince William County Park Authority to provide small local facilities by the end of 2009

3.2 PUBLIC FACILITIES PLAN

The adequacy of the Town's current facilities as relates to the ability to ensure the health, safety, beauty and prosperity of the Town, has been the subject of recent review. This review will guide the Town in determining whether the Town's facilities should be relocated, augmented or refurbished in their present location. The Town will consider the impact on services, the revitalization of Washington Street, and the social as well as recreational needs of the Town's growing population in all determinations.

The Town Hall currently on Washington Street is small and serves the population on most occasions. It is clearly insufficient when larger gatherings occur over important issues. The Town is studying the feasibility of expansion by constructing a new facility on the **Harrover site**. The Old Town Hall has been accepted for listing on the Virginia Landmarks Register and the National Register for Historic Places. A third option for the Town would be to acquire and reuse the Pace West Elementary School if the County School Board moves to declare the property a surplus. However, this would move the primary offices to the Town out of the Town Center Area which would cause that area to lose some of its focus as the town center.

In order to attain the objectives listed in Part II, the Town may consider developing the Harrover Property into a municipal and/or community center, refurbish Town-owned property on Washington Street and Payne Lane, encourage the creation of a more urban town center, and/or explore joint public/private opportunities to meet the population's growing requirements.

3.4 LAND USE PLAN

Public/ Semi-Public Category

The provision and maintenance of public facilities is an important component of the Town's Comprehensive Plan. To address the needs of Town residents and to encourage a diverse community, the Town should ensure that adequate facilities are available for Town residents. To accomplish the concepts suggested in other sections of the plan, adequate public facilities are essential and several areas on the Planned Land Use Map have been designated for public/semi-public use. This designation provides for the recognition and expansion of existing community facilities and the development of new ones. Specific areas designated on the Planned Land Uses Map for public/semipublic use include:

5. **The Harrover Properties** - These properties were acquired by the Town in order to preserve a portion of the diminishing open space and provide a viable option should the primary public facilities prove inadequate or inefficient.

1.9 COMMUNITY ATTITUDES

1.9.2 2006 Survey Results

Transportation and Highway Needs

There was also dissatisfaction about a lack of nearby recreational options, no doubt exacerbated by traffic congestion. Residents still expressed the belief that Haymarket can retain its small-town charm if its historic structures are protected, a pedestrian-friendly downtown is nurtured and growth is contained. Proof of this belief is shown in the overwhelming 92% of respondents that remain satisfied with the overall quality of the life in Haymarket.

PART II

COMMUNITY GOALS AND OBJECTIVES

Building and revitalizing the Town are simultaneous and equal objectives emphasizing the historic theme and should be integrated into all developments and adaptive uses. Flexible and evolving traffic and parking management is crucial to developing or using all properties. The developers and the Town can mutually benefit from reasonable proffers negotiations. The Town and property owners will be able to compete and be sustainable from the strength of position as an historic small Town, which deliberately offers quality of experience.

2.8 COMMUNITY, CULTURAL AND HISTORIC RESOURCES

GOAL Preserve Haymarket's rich history

OBJECTIVE

- A. Review and re-write the existing Historic District Zoning Ordinances if found to be in need of updating and/or strengthening
- B. Acquire a better understanding of existing building codes and county tax incentives that encourage the reuse of historic structures
- C. Explore incentives the Town could provide to encourage adaptive reuse
- D. Maintain the town-owned historic resources, including the Haymarket Museum, the Old Post Office, and the **Sears Houses**, via a capital improvement program

GOAL Maintain and promote the historic flavor and consistency of architectural styles in this region of Virginia from circa 1750 to 1900

OBJECTIVE

- A. Continue to identify and document the historic resources in the Town.
- B. Build on the existing architectural surveys and create an accessible and up to date register of the town's historic resources
- C. Recognize the aesthetic and economic value of the Town's historic resources and encourage the adaptive reuse of historic structures
- D. Evaluate and adopt methods to better serve the Town's needs with regard to its historic resources

3.7 CULTURAL AND HISTORICAL RESOURCES PLAN

The cultural and historic resources of the Town of Haymarket have and will continue to play an integral role in defining the Town's character and future pattern of growth. The protection and successful integration of the cultural and historical environment with development will assure that the Town remains a unique and pleasant community in which to live and work. The Town has identified as a goal to preserve the historical character of Haymarket by balancing new development with conservation of existing structures and the Town landscape.

The location of Haymarket at the North-South "crossroads" used by Indians and early colonial settlers, as well as by confederate and union troops during the Civil War, gives the Town a rich history which we wish to preserve. Toward that end, the Town will preserve its rich history by: (1) identifying, documenting and promoting its historic resources; (2) encouraging the adaptive reuse of historic structures; and (3) maintaining Town-owned historic resources.

1.2 LAND USE POLICY

1.2.9 Community Design Policy

Commercial/Residential Blend East of Town's Center

Traveling east from the central portion of town, Haymarket unfolds in a pleasant mix of older, residential homes and low intensity commercial uses such as a veterinary clinic and a Baptist Church. *This blend of uses continues to the eastern town limit, where a neo-colonial residential development is across the street from public uses in **two Sears** houses fronted by a planned village green. The **two Sears** structures fit this area architecturally and historically and should be preserved, if at all possible.*

1.5 HISTORIC RESOURCES

Historic resources include sites, buildings, structures, objects, or districts that are associated with or are representative of human activities and events. They may date to any period, but are generally older than fifty years. Virginia State Code 15.2-2306 is the enabling legislation that empowers local municipalities to determine what resources are and are not considered historic and therefore worthy of protection based on their contribution to the local historic fabric. From this local designation there is the possibility of attaining the higher designation as either a state or national landmark by inclusion in either the Virginia Landmarks Register (VLR) and/or the National Register of Historic Places (NRHP). Inclusion in the VLR or NRHP invokes a higher degree of review for state and/or federally funded projects that threaten these landmarks. *However, not attaining inclusion in the state or national registers in no way negates the importance of being designated as historic on the local level. Historic resources are fragile and non-renewable. If they are destroyed, the loss is permanent. Unfortunately, a great deal of Haymarket's past has been lost already through development and lack of maintenance. Nevertheless, many of the Town's most important historic resources still exist.*

1.5.2 Architectural Styles

The Town's historic structures are important because they contribute to Haymarket's "sense of place" and provide tactile lessons on the cultural influences of the people who built the community. New construction should be encouraged to respect and blend in with the existing, historic structures. In the coming years, the Town should encourage the use of both colonial styles and, new construction that reflects the extant historic structures.

The Town's historic structures are important because they contribute to Haymarket's "sense of place" and provide tactile lessons on the cultural influences of the people who built the community. New construction should be encouraged to respect and blend in with the existing, historic structures. In the coming years, the Town should encourage the use of both colonial styles and, new construction that reflects the extant historic structures.

1.5.3 Historic Buildings Inventory

Based on a survey conducted by the Virginia Department of Historic Resources (VDHR) in 1996 as well as Section 58-554 (a) of the Town Code which states: "all buildings within the Old and Historic Town of Haymarket which are 50 years old or older are designated historic buildings" the following structures are designated historic and worthy of protection in the Town of Haymarket.

TABLE 16: Historic Building Inventory

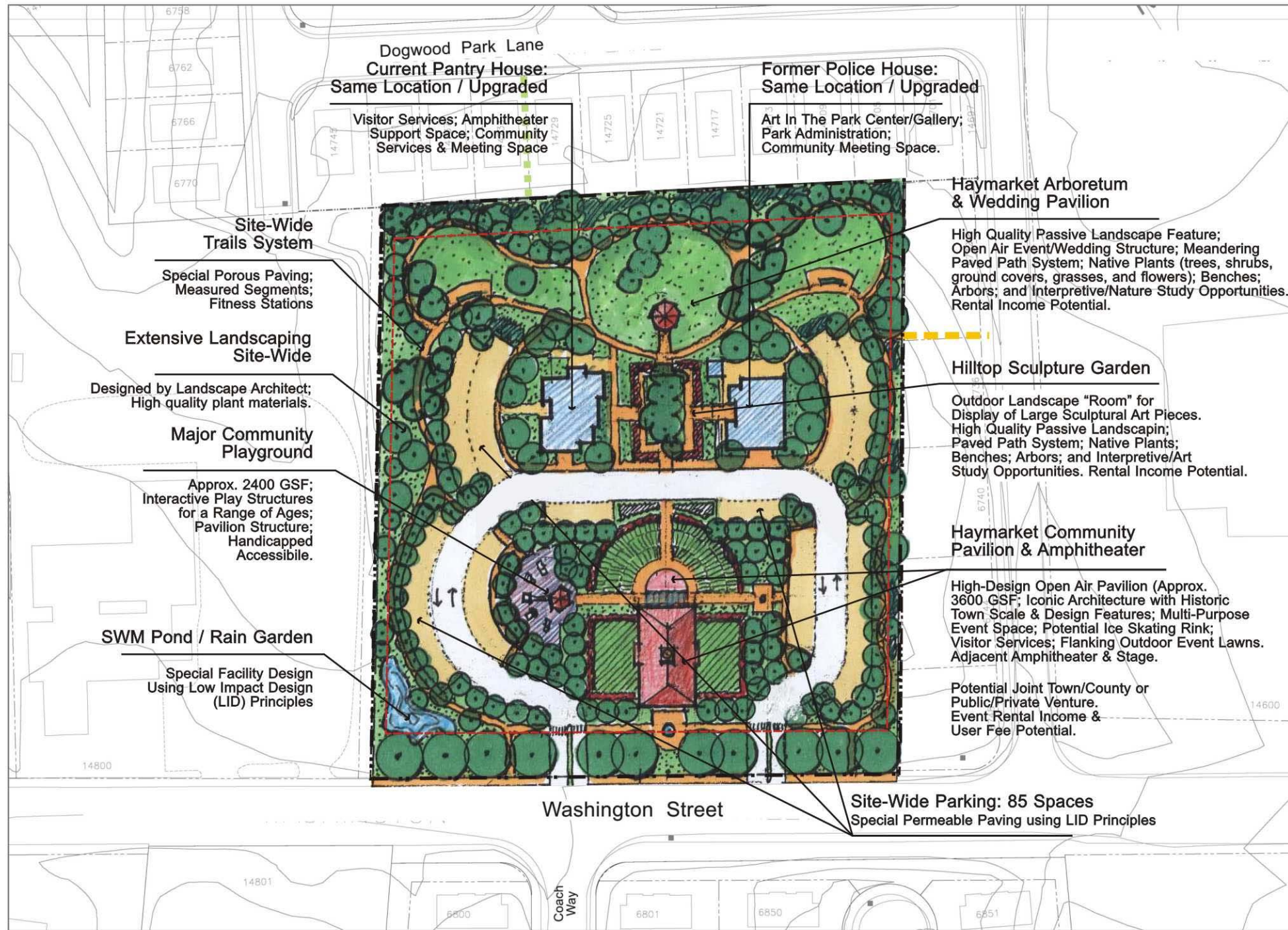
Address	Date of Construction	Historical Name
14710 Washington Street	ca. 1924	Sears House
14740 Washington Street	ca. 1926	Sears House
14801 Washington Street	ca. 1900's	Jordan House
14800 Washington Street	ca. 1900	Baptist Church
14841 Washington Street	ca. 1900	Watts House
14881 Washington Street 14891 Washington Street	ca. 1900 ca. 1900	House LeRoy House/Madison Shop
14910 Washington Street	ca. 1895	Melton House/store
14941 Washington Street 14950 Washington Street	ca. 1948 ca. 1870's Built on site of the Red House Tavern	Old Fire Station (first one in Western Prince William County) Roland House/Red House Tavern (first building built before Haymarket became a town)
14951 Washington Street	ca. 1910	Old Bank Building
15020 Washington Street	ca. 1920's	Old Post Office
15030 Washington Street	ca. 1920	Rust/Pickett House
15101 Washington Street	ca. 1888/90	Dr. Payne House/Winterham
6590 Jefferson Street	ca. 1910	Garrett House
6620 Jefferson Street 6707 Jefferson Street	ca. 1900 ca. 1920's	Downs House Large example bungalow
6706 Jefferson Street	ca. 1901	Gossom House
6712 Jefferson Street	ca. 1935	Baker/Bean House
6713 Jefferson Street	ca. 1910	Masonic Lodge
6720 Jefferson Street 6741 Jefferson Street	ca. 1930 ca. 1890	Gossom House Brownie Smith House
6751 Jefferson Street	ca. 1870	Alrich House
6771 Jefferson Street 6810 Jefferson Street	ca. 1870-80 c. 1900	Wise/Creech House Leonard House
6811 Jefferson Street	ca. 1890	James Beale House
6735 Fayette Street	ca. 1911	St. Paul's Parish Hall
6740 Fayette Street	ca. 1890-1910	Meade House
6750 Fayette Street	ca. 1900	St. Paul's Rectory
6790 Fayette Street 6796 Fayette Street	ca. 1930 ca. 1800	Sarah Turner House Pearson's House

**Alternative Sketch Plans Summary Comparison
Harrover Property Master Plan Study / Haymarket, Virginia**

**4/13/15
Sympoetica & EPR, P.C.**

Key Plan Program Elements	Alternative A	Alternative B	Alternative C
Concepts/Themes	Central Park / Gardens & Events Pavilion/ Amphitheater/Arboretum	Community Center / Meeting Small Center/Amphitheater/Green	Community Center / Fitness Larger Center/Community Pavilion
Disposition of Lewis Homes			
14740 Washington Street (Pantry)	Upgraded / In place	Upgraded / In place	Removed from site by others
14710 Washington Street (Former Police)	Upgraded / In place	Upgraded / New On-Site Location	Removed from site by others
Vehicular Environment			
Access/Entry	Washington Street / Dual	Washington Street / Single	Washington Street / Single
Circulation (Interior Drives)	Loop Drive	Spine/Loop Drive	Spine/Loop Drive
Vehicle Parking	85 Spaces	66 Spaces	126 Spaces
Bicycle Parking	Pavilion Area & Sculpture Garden	Community Center & Lewis Homes	Community Center/Pavilion
Pedestrian Environment			
Accessible per ADA Guidelines	Arboretum Paths/Sculpture Garden/Lawns	Hilltop Green/Amphitheater	Hilltop Pavilion Plaza
Links to Sidewalks; Potential Off-Site Links	Site-wide Trails: Loops & Segments	Site-wide Trails: Loops & Segments	Site-wide Trails: Loops & Segments
Site Furnishings & Signage	Measured Segments / Fitness Stations	Measured Segments / Fitness Stations	Measured Segments / Fitness Stations
Special Activity Environment			
Community Buildings/Structures	Major Open Air Pavilion (3600 GSF) Multi-Use; Potential Ice Rink Pavilion Event Lawns Pavilion Amphitheater	Small Community Center (7000 GSF) Multi-Use; Meetings; Activities Support Option: Small Outdoor Swimming Pool Option: Multi-Purpose Courts	Larger Community Center (16,250 GSF) Multi-Use; Fitness/Gym & Support Indoor Events
Lewis Homes (Adaptive Reuse)	Meetings/Gallery/Services/Admin	Meetings/Services/Admin	No longer on site.
Special Places / Features	Arboretum & Wedding Pavilion Sculpture Garden Amphitheater Major Community Playground	Hilltop Amphitheater/Stage/Green Woodland Playground	Hilltop Community Pavilion Event Plaza (Weddings, etc.) Small Playground Small Picnic Pavilion
Partnership Potential			
Potential Town/County Or Public/Private Venture	Yes / Pavilion & Amphitheater	Yes / Small Community Center	Yes / Larger Community Center
Income Potential / Rental Fees	Pavilions/Amphitheater; Garden; Mtg Rms	Multi-use Rms; Mtg Rms; Amphitheater	Multi-use Rms; Fitness/Gym; Pavilion
Income Potential / Activity User Fees	Art & Other Courses	Rec/Ed Courses; Swimming (Pool Option)	Fitness Club; courses
Potential Early Projects			
Upgrade Lewis Homes	Both homes; in place.	Pantry: in place; Police: Move on-site.	Sell or donate; then move both off-site.
Access Drive & Phase I Parking	Major Playground Interim Green Space - Informal Use Loop Trail	Woodland Playground Interim Green Space - Informal Use Loop Trail	Picnic Pavilion Interim Green Space - Informal Use Loop Trail
Conceptual Development Budget			
(Planning level concept budget only.)	\$2,380,000	3,957,000	7,255,000

Note: This summary comparison of alternative sketch master plan options, as presented April 13, 2015, is for informational and discussion purposes. The intent is to provide an array of possible program elements, across three alternative concept sketch plans, from which to select a preferred Harrover Property Master Plan program.



Date: 4/10/15

Note: This is a sketch master plan concept intended for planning and decision-making purposes by the Town. This plan is not to be used for construction purposes.

sympoetica

EPR

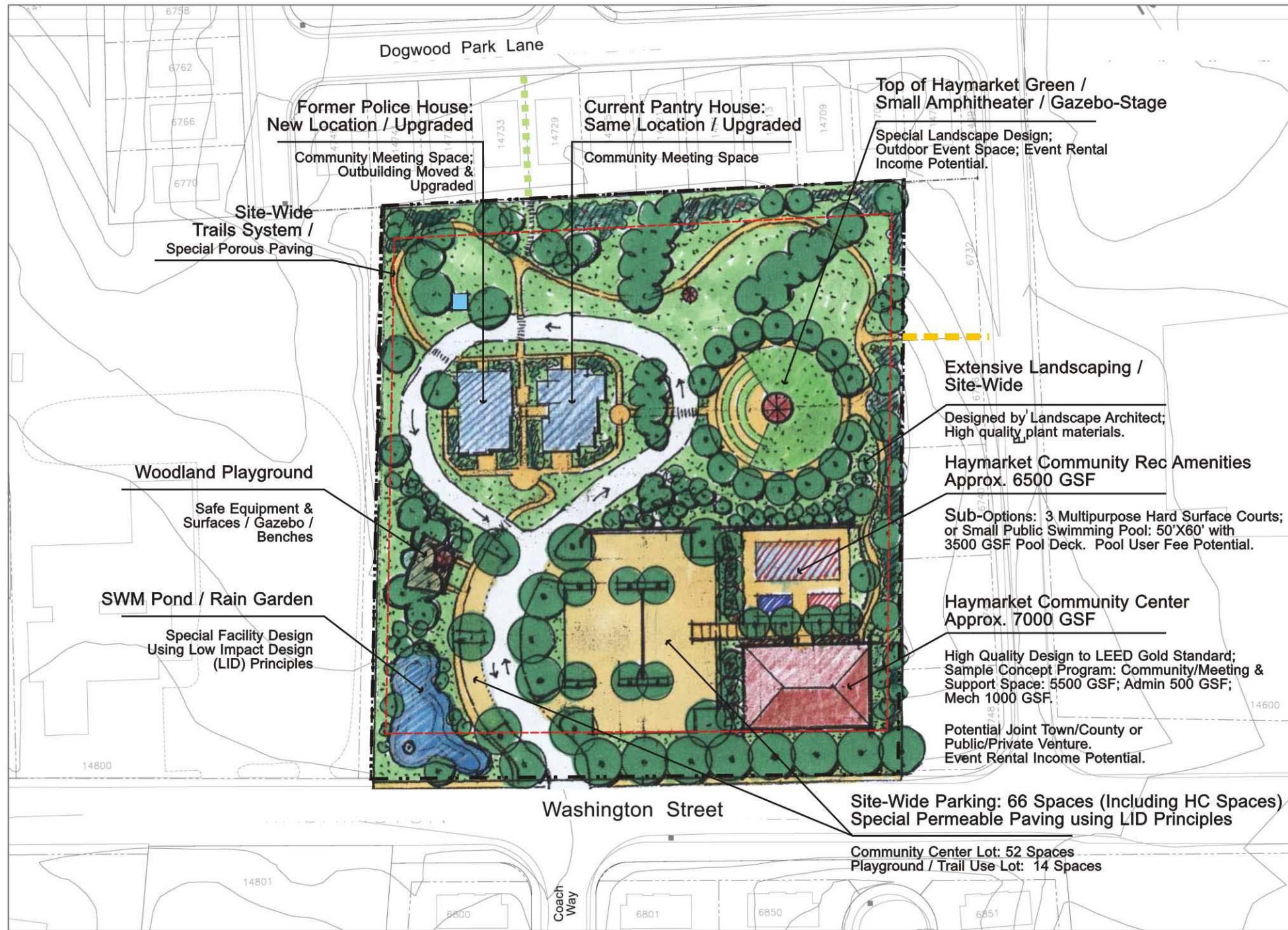


Sketch Plan Alternative A



Town of Haymarket, Virginia

Harrover Property Master Plan Study



Date: 4/1/15

Note: This is a sketch master plan concept intended for planning and decision-making purposes by the Town. This plan is not to be used for construction purposes.

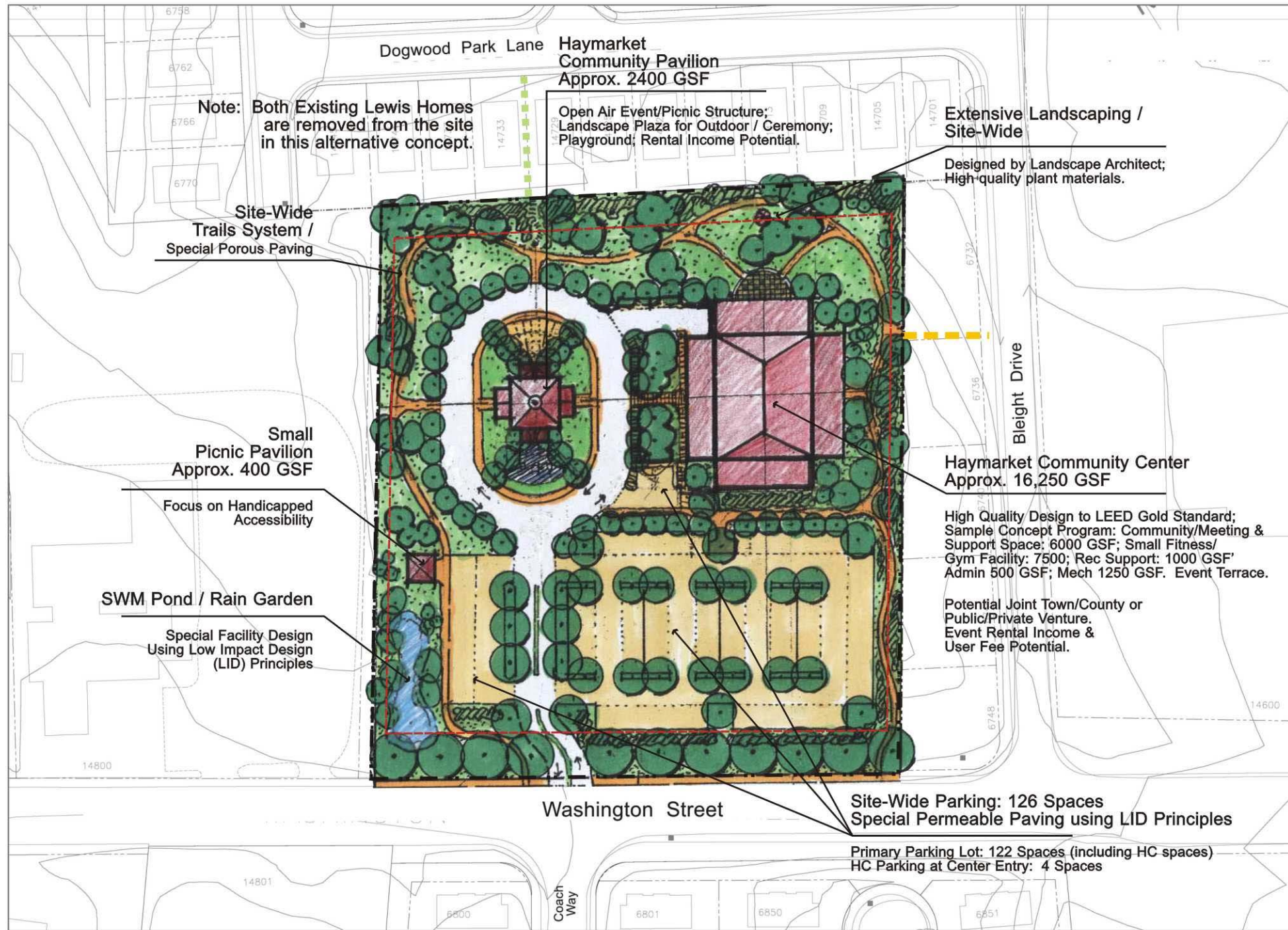


Sketch Plan Alternative B



Town of Haymarket, Virginia

Harrover Property Master Plan Study



Date: 4/8/15

Note: This is a sketch master plan concept intended for planning and decision-making purposes by the Town. This plan is not to be used for construction purposes.



Sketch Plan Alternative C



Town of Haymarket, Virginia

Harrover Property Master Plan Study



TO: Town of Haymarket Planning Commission
SUBJECT: Capital Improvement Program
DATE: 05/11/15

ATTACHMENTS:

- 1 - CIP Package 2015 (Draft) (DOC)
- 2 - DRAFT CIP 2015-16 (5 Year Plan-Working File Updated) (PDF)
- AD - FY 2016 CIP FOR PC (PDF)



Capital Improvements Plan

Fiscal Years 2015-2020

Attachment: 1 - CIP Package 2015 (Draft) (2353 : Capital Improvement Program)

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General Government: Page 6

- I. Streetscape
- II. Washington Street Beautification
- III. Streets, Sidewalks, and Parking
- IV. Town Center Property
- V. Harrover Property
- VI. Town Administration
- VII. Town Signage

Police Department: Page 8

Museum: Page 9

2014-15 CIP Budget Page 10

Attachment: 1 - CIP Package 2015 (Draft) (2353 : Capital Improvement Program)

INTRODUCTION

The initial Capital Improvements Plan (CIP) for Haymarket was adopted in the early 1980s.

Haymarket initiated the CIP in the early 1980s by including projects into the annual fiscal budget and conducting periodic reviews and recommendations by the Planning Commission, which are accepted and approved by the Town Council.

The Town has been successful in completing many projects over the years and has done well in meeting impending needs while still working towards completion of more long range projects.

Haymarket's 2010 Census showed that the Town's population had significantly increased from 879 individuals in 2000 to 1,782 within ten years later. It was anticipated that the Town would grow between the 2000 and 2010 Census, but it makes the importance of the Capital Improvement Plan even more apparent.

The Town strives to keep the Capital Improvements Plan up to date and current by an annual review and update by the Town's Planning Commission and Town Council. The Town is committed to continually make recommendations for new projects and to making every effort to provide funding for crucial future projects for the betterment and sustainability of the Town.

THE CAPITAL IMPROVEMENT PLAN

The Capital Improvement Plan, or CIP, is an optional component of the Comprehensive Plan. A CIP is a management tool that deals with the construction, purchase or acquisition of major public facilities such as public buildings or improvements, land, parks, streets and sidewalks, technology advancements and major equipment. These items, due to their high cost and long-life expectancy, are not easily included in the annual operating budget.

A CIP covers a five-year period and is updated annually. The CIP process involves identifying projects needed over the ensuing five years and ranking them by priority. The projects are tentatively scheduled during this five-year period and a program for financing them is established. The first year of the adopted CIP becomes the basis for the capital budget; the remaining four years is the longer-term capital program. Annually, another year of projects is added and integrated into the CIP so that it always covers a five-year span.

Adoption of a Capital Improvement Plan can benefit the Town of Haymarket in important ways such as:

- Anticipating future capital facility needs;
- Correlating projects to meet community goals, financial capabilities and anticipated growth;
- Eliminating duplication and poorly planned expenditures;
- Encouraging cooperation with other governmental units;
- Establishing work schedules and cost estimates, thereby aiding local officials in projecting future expenditures;

- Providing an opportunity for early selection and acquisition of needed land before it increases in value or is lost to other uses;
- Helping the town get ready to apply for state and federal assistance;
- Enabling developers and public utility companies to plan improvements in anticipation of future capital facilities; and
- Getting town residents interested and involved in capital planning.

The Town of Haymarket defines a capital improvement as any addition, restoration or alteration to real property that meets all three of the following conditions:

- It substantially adds to the value of the real property, or appreciably prolongs the useful life of the real property.
- It becomes part of the real property or is permanently affixed to the real property so that removal would cause material damage to the property or article itself.
- It is intended to become a permanent installation.

Capital Improvements costs do not include personnel, operations and management (O&M), items included in general budgeting, debt service or other overhead costs.

However, the Town also includes in this Capital Improvements Plan what the Town considers a Capital Asset. Capital assets are defined within the Town's Fiscal Policy Guidelines in the following manner:

- The Town will capitalize all fixed assets with a value greater than \$5,000 and an expected life of two years or more.
- The operating budget will provide for minor and preventative maintenance.
- The capital budget will provide for the acquisition of fixed assets and the construction, or total replacement of physical facilities to include additions to existing facilities, which increase the square footage or asset value of that facility or other asset. The Town will protect assets by maintaining adequate insurance coverage through either commercial insurance or risk pooling arrangements with other governmental entities.

SUMMARY OF PROPOSED PROJECTS for 2015-2016

The Town is planning on starting and/or completing the following projects within 2015-2016 fiscal year. The following projects are not within in particular priority or order. Some proposed projects have been carried from previous years within the CIP and is indicated by the year it was proposed and acknowledged by stating that the project has been “carried” from year to year until funding became available or the priority is needed. Not all of the following projects will necessarily be completed, but is included as they are being initiated this fiscal year.

Category	Project Description	Estimated Cost	Year Proposed
General Government	Painting of Light Posts	\$7,000	2013-2014 (Carried)
General Government	Benches, Pads, Trashcans & Bike Racks	\$5,000	2013-2014 (Carried)
General Government	Crosswalk Repair	\$50,000	2014-2015 (Carried)
General Government	Shared Use Path	\$250,000*	2013-2014 (Carried)
General Government	Town Center Master Plan Construction	\$350,000	2014-2015 (Carried)
General Government	Harrover Architectural / Engineering	\$75,000	2015-2016
General Government	Harrover Master Plan Construction	\$300,000	2015-2016
General Government	Council Chamber Visual Enhancements	\$25,000	2014-2015 (Carried)
General Government	Gateway Signs	\$25,000	2013-2014 (Carried)
Police Department	Police Cruiser	\$38,000	2015-2016
Police Department	RADAR Speed Indicators Signs	\$15,000	2015-2016
Museum	Caboose Renovations	\$42,000**	2013-2014 (Carried)
		Total Estimated Cost for 2015-2016: \$1,182,000	

NOTES:

***Federally funded through the Connolly funds.**

****Funded through a VDOT Enhancement Grant**

The following narrative of CIP projects is not based on priorities of the projects, which are categorized in the CIP spread sheet on page.

Attachment: 1 - CIP Package 2015 (Draft) (2353 : Capital Improvement Program)

GENERAL GOVERNMENT

I. Streetscape:

This Streetscape Project was started in the late 90's that constructed brick sidewalks to both sides of Washington Street. Construction also included crosswalks, decorative street lights, street trees, landscaping and dedicated bicycle lanes on Washington Street. Phase 1b would be the conclusion of the Town portion of the Streetscape project and would include the design, engineering and construction across the Harrover property to Bleight Drive.

II. Washington Street Beautification:

The Washington Street Beautification initiative is a continuation of the Streetscape project. By creating funding for additional aesthetic treatments to Washington Street these improvements help to add to the creation of a community by adding amenities such as benches, trashcans and bike racks. This contributes to the overall goal of creating a walkable community. Furthermore, funds within this category are also budgeted to make crosswalk repairs and replacement where necessary.

III. Streets, Sidewalks, Parking:

In an effort to increase the use of multi-modal transportation the Town has secured ear marked funding through a federal grant source for pedestrian improvements along Jefferson Street in coordination with the Old Carolina bridge replacement project. These improvements will provide a shared use path from the reconstructed Old Carolina Bridge to the Washington Street intersection.

The Town will also look to improve the aesthetic treatment of the Town's streets by exploring a street striping project that would create a street striping plan for the majority of the streets. A Street striping plan would create traffic calming affect by creating "edge" lines, and on some streets create a defined center line. Aesthetically, having a striping plan on the Town's streets leads to the having a more defined and finished look.

IV. Town Center Property:

In 2010 the Town Council decided that it was going to make the property at 15000 Washington Street the Town Center and Administrative Offices. As a Town progressing to move forward with initiatives against blight of aging structures the Town sees that it is important for the integrity of the Town as well as the economic well being of the center of the Town for the Town to invest in the community by renovating the Town Center property. This process began with a Conceptual Master Plan that was completed in May of 2013. This conceptual plan is now being engineered and construction is slated to begin in the spring of 2016, which will address the storm water drainage issues on the site, the aesthetic features to the buildings, and create a community focal point with a Town “green” application. As these improvements are made the Town will need to invest into installing a security surveillance system for the site in general.

V. Harrover Property:

Similar to the initiative at the Town Center property, the Town is completing the creation of a Master Plan for the identified public use property. The Town currently does not possess a distinctive recreational area within the Town. The Harrover property has often been identified as a potential location for a municipal park or active recreation destination. Much like the Town Center property project, the Town will look to fund architecture and engineering and construction in subsequent years as funding allows for significant construction projects, but will also look to construct smaller fiscally feasible projects that are part of the Master Plan.

VI. Town Administration:

One of the many areas that the Town prides itself on is the ability to keep up with modern technologies with regard to informing the public about the Town and offering the residents and public in general the ability to access their local government. In continuing these efforts it has been determined that we need to make significant upgrades to our audio and visual equipment within the Council Chambers. As technologies continue to advance, it is the desire of the Town to become less dependent upon paper and will explore going to handheld devices for meetings. As technology of the facility improves, the need for additional security and reorientation of the administrative offices will also need to be addressed. As part of the Town Center Property project, the administrative offices will be renovated and re-orientated to function more efficiently as a municipal government building. It is the goal to utilize the main building on the Town

Center site as a “regional government center” and locating all of the Town’s Administrative offices, including the police department on the first floor of the building.

VII. Town Signage:

One of the more important characteristics within any community is its gateways. Gateway signage is the first impression any community has upon visitors. Understanding this, the Town will be creating gateway signage that is symbolic of the Town’s values while at the same honoring the Town’s history. Town is also working with the Journey Through Hallowed Ground through the ARB to also compliment their endeavors as the Town is part of the Journey Furthermore, the Town will also work with the Department of Historic Resources and the Department of Conservation and Recreation to place within the Town a National Historic Marker and to construct signage along Interstate 66 acknowledging our Historic District and museum.

POLICE DEPARTMENT

The Police Department within a Town provides its own unique needs, set of capital improvements and capital assets. The nature of the Town’s Police Department provides a wide range of services and therefore requires additional equipment for the delivery of their services.

The Town will plan on purchasing another police cruiser that will take two existing police vehicles out of the fleet. This improvement is considered a capital asset. With public safety in mind, the Police Department is also proposing the installation of RADAR Speed Indicator signs along Washington Street in both the east and west directions upon entering the Town. In the years to come, the Town will look to equip the Police Department with scene/event lights that aid the Police Department when working special events for the Town or more importantly when the Police run DUI Checkpoints or other traffic stops at night time. With the need to provide scene/event lights also comes the need to move this equipment and the equipment required for a road closure. Through this CIP, the Town plans on purchasing an enclosed trailer. Finally, in addition the Town will explore the possibilities of purchasing a variable message board. In 2013, the Police Department was successful in obtaining a grant that will cover the costs of purchasing one variable message board, through this CIP the Town will look to provide additional message boards.

MUSEUM

The Town's museum is one of the oldest buildings in the Town. The museum is open from the spring through the fall and only closed during the winter, although does open by appointment. As a matter of maintaining the building as a destination location and stop for out of town visitors, the Town will look into making landscaping improvements around the facility. In the upcoming fiscal year the Town will utilize a VDOT Enhancement Grant to construct a deck structure that will go from the rear museum exit to the Caboose and will feature two interpretive signs about the history of rail and transportation within the Town.

Town of Haymarket
Capital Improvements Plan (DRAFT)
2015-2016

Projects	Town Contributions					Notes	Total Project Costs	ACTUAL Project Costs
	Current Year	Future Years						
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020			
GENERAL GOVERNMENT								
<i>Streetscape</i>								
Phase 1b		\$100,000	\$800,000			A	\$900,000	
<i>Washington Street Beautification</i>								
Painting of Light Posts	\$7,000						\$7,000	
Benches, Pads, Trashcans, Bike Racks	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000		\$25,000	
Crosswalk repair	\$50,000				\$20,000		\$70,000	
<i>Streets, Sidewalks, Parking</i>								
Shared Use Path	\$250,000	\$250,000				B	\$500,000	
Street Striping (Traffic Calming)		\$7,500		\$7,500			\$15,000	
Sidewalk extension (Jefferson St./ Town Side Streets)		\$50,000	\$100,000		\$100,000		\$250,000	
<i>Town Center Property</i>								
Master Plan construction	\$500,000	\$0					\$500,000	
Security Surveillance System			\$10,000				\$10,000	
<i>Harrover Property</i>								
Master Plan engineering	\$75,000						\$75,000	
Master Plan construction	\$300,000						\$300,000	
<i>Town Administration</i>								
Visual Enhancements	\$25,000						\$25,000	
Technology Upgrades		\$6,000					\$6,000	
<i>Town Signage</i>								
4 Gate Way Signs	\$25,000	\$25,000					\$50,000	
National Historic Registry Marker			\$5,000				\$5,000	
Historic Higway Markers			\$5,000				\$5,000	
<i>Quiet Zone</i>								
Quiet Zone Implementation/ Signage		\$50,000	\$50,000			C	\$100,000	
POLICE DEPARTMENT								
Police Cruiser	\$38,000		\$40,000		\$40,000		\$118,000	
RADAR Speed Indicator Signs	\$15,000						\$15,000	
Scene/Event Lights		\$6,000					\$6,000	
6x12 enclosed Trailer		\$5,000					\$5,000	
Variable Message Boards			\$20,000			D	\$20,000	
MUSEUM								
Landscaping Improvements		\$5,000		\$5,000			\$10,000	
Caboose Renovations	\$42,000					E	\$42,000	
Totals	\$1,332,000	\$509,500	\$1,035,000	\$17,500	\$165,000		\$3,059,000	

NOTES:
A. To be funded privately or with VDOT Enhancement Funds
B. Federally funded through the Connolly funds
C. Implementation could be more costly for equip upgrades.
D. Allows for the purchase of additonal message board.
E. Funded with VDOT Enhancement Funds

GENERAL NOTE:
Whenever possible the Town will seek appropriate grant funding opportunities for projects identified within this Capital Improvements Plan.

Black - Existing Figures
Red - Proposed Capital Improvement Projects
Green- Sub-Categories within funding Categories
Blue - Carried over from previous CIP's

Attachment: 2 - DRAFT CIP 2015-16 (5 Year Plan-Working File Updated) (2353 : Capital Improvement Program)



NOTICE OF PUBLIC HEARING AND INTENTION TO ADOPT FISCAL YEAR 2016 CAPITAL IMPROVEMENTS PLAN

KINDLY TAKE NOTICE that the Planning Commission of Haymarket, Virginia will hold a public hearing on the 11th Day of May 2015 beginning at 7:00 p.m. local time at the Town Hall of Haymarket, 15000 Washington Street, #100, Haymarket, Virginia 20169, for the purposes of considering the proposed Fiscal Year 2016 Capital Improvements Plan.

A complete copy of the Plan is available for public inspection during normal business hours at the Clerk's Office of the Town of Haymarket, 15000 Washington Street, Suite 100, Haymarket, Virginia 20169 immediately upon the advertising of this notice. All are invited to attend the public hearing at the time and place aforesaid and present their views. The hearing is being held in a public facility believed to be accessible to persons with disabilities. Any person with questions on the accessibility to the facility should contact the Town Clerk at the above address or by telephone at (703) 753-2600.

PLANNING COMMISSION TOWN OF HAYMARKET, VIRGINIA



TO: Town of Haymarket Planning Commission
SUBJECT: Comprehensive Plan
DATE: 05/11/15

The Town Planner will report on this item.



TO: Town of Haymarket Planning Commission
SUBJECT: Amendments to the Planned Land Use Map
DATE: 05/11/15

ATTACHMENTS:

- RES 2015-004 Amend Land Use Map-Atty Rev (KC) (PDF)
- Adopted Haymarket Map CP Planned Land Use (PDF)

**RESOLUTION REFERRING TO THE PLANNING COMMISSION
CONSIDERATION OF AN AMENDMENT TO THE TOWN OF
HAYMARKET, VIRGINIA, COMPREHENSIVE PLAN**

RESOLUTION #2015-004

WHEREAS, in furtherance of the purposes of the Comprehensive Plan as set out in §15.2-2223 of the Code of Virginia, the Town Council wishes to have the Planning Commission evaluate the current land use designation on the Planned Land Use Map for five parcels, currently designated as residential, fronting Washington Street, east of Madison Drive and west of St. Paul’s Drive (the “Study Area”), and wishes to have the Planning Commission consider whether to amend the Planned Land Use Map to change the designated planned land use of the Study Area to commercial;

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby refers this matter to the Planning Commission to evaluate the planned land use designation for the Study Area and provide its recommendation to Council as to whether amendment of the Planned Use Map to change the Study Area’s planned land use from residential to commercial is in furtherance of a coordinated, adjusted and harmonious development of the Town that will best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants; to prepare additional amendments to the Comprehensive Plan, as necessary, to implement any proposed amendment to the Planned Land Use Map; to hold a public hearing regarding said amendments, and return a recommendation to the Town Council within 120 days of the adoption of this Resolution.

Done this ___ day of _____, 20__

TOWN OF HAYMARKET, VIRGINIA

BY _____
David Leake, Mayor

ATTEST:

Jennifer Preli, Clerk

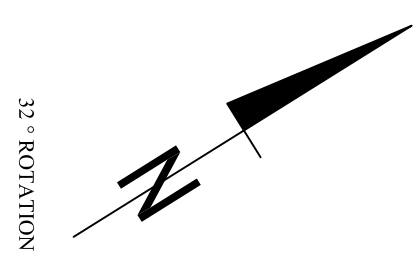
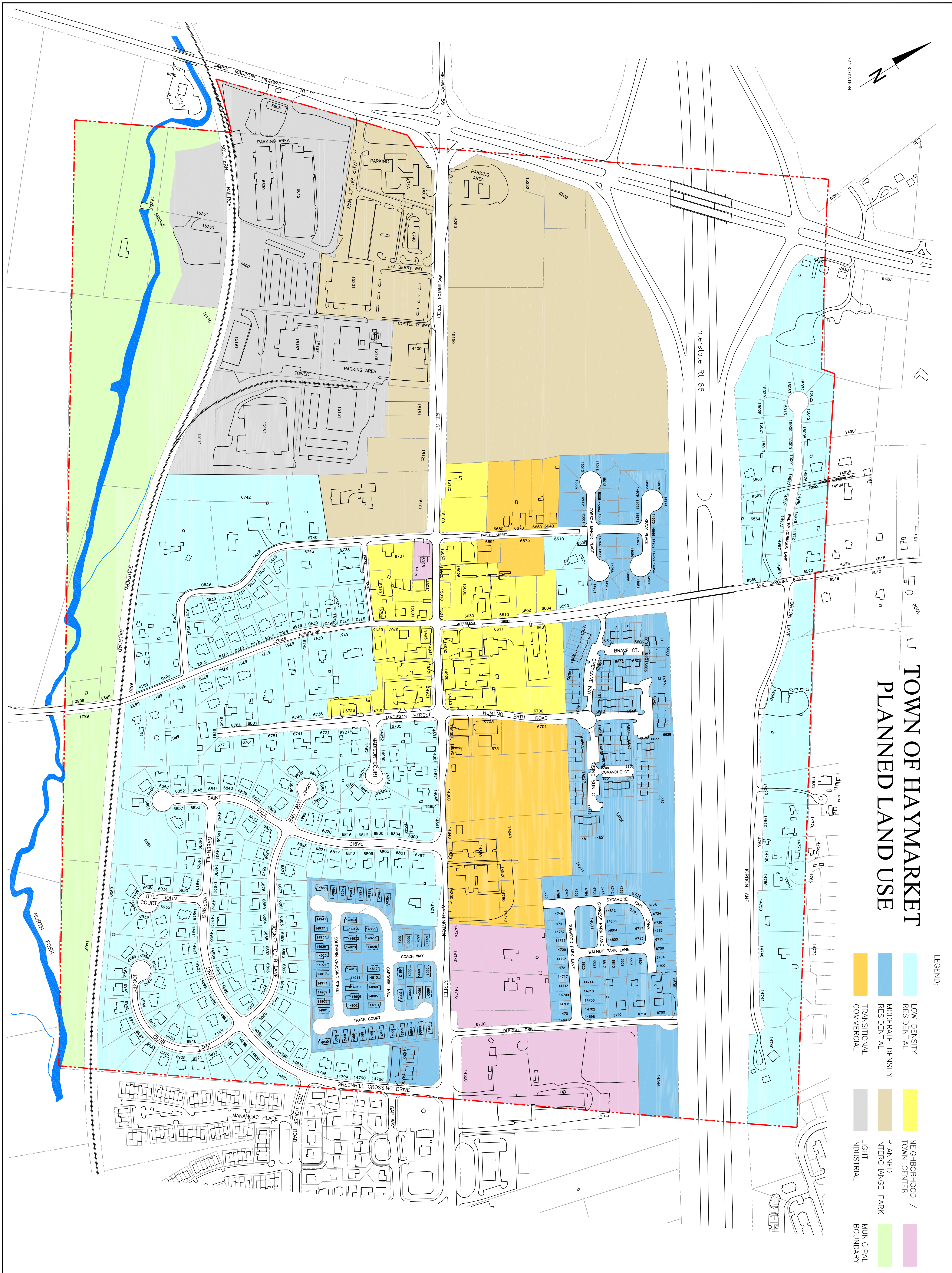
Voting Aye:

Voting Nay:

Abstaining:

Absent:

Attachment: RES 2015-004 Amend Land Use Map-Atty Rev (KC) (2356 : Amendments to the Planned Land Use Map)



TOWN OF HAYMARKET PLANNED LAND USE

- LEGEND:
- LOW DENSITY RESIDENTIAL
 - MODERATE DENSITY RESIDENTIAL
 - TRANSITIONAL COMMERCIAL
 - LIGHT INDUSTRIAL
 - PUBLIC
 - NEIGHBORHOOD / TOWN CENTER
 - PLANNED INTERCHANGE PARK
 - CONSERVANCY
 - MUNICIPAL BOUNDARY

		Prepared for Haymarket Planning Commission	Haymarket Planned Land Use Map Comprehensive Plan 2007		
		Base-build data prepared by: Prince William County Department of Technology, GIS Division		SCALE: 1" = 150'	DATE: 4-1-2007
		CUSTOMER: Town of Haymarket		PROJECT:	REV: -
		DRAWING BY: Chris Moran		File: Haymarket Map 2007 CP Planned Land Use 174	
REV	DATE	REMARKS	BY	APP	APP DATE
17.0	6-10-08	Revised entire zoning scheme			
16.0	4-18-08	Revised proposed R-C District			
15.0	3-31-08	Added new R-C District			
0-14.0	4-11-07	Preliminary Comprehensive Plan			



TO: Town of Haymarket Planning Commission
SUBJECT: 1 Mile Notices
DATE: 05/11/15

The Town Planner will update on this item.