



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING ~ AGENDA ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

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Tuesday, November 12, 2013

7:00 PM

Council Chambers

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### **1. Call to Order**

### **2. Public Hearings**

- a. ZTA #2013 Amend Haymarket Town Code Sec. 58-11
- b. Haymarket IcePlex Preliminary Site Plan - Request for waivers

### **3. Announcements**

### **4. Citizens Time**

### **5. Minutes Approval**

- a. Planning Commission - Regular Meeting - Oct 21, 2013 7:00 PM

### **6. ARB and Council Update**

### **7. Town Planner Report**

### **8. Old Business**

- a. Zoning Text Amendment Haymarket Town Code Section 58-11
- b. Haymarket Iceplex Preliminary Site Plan Waiver Request to Haymarket Town Code Sections 58-701 and 58-702, and Section 58-703
- c. Planning Commission By-Laws
- d. Comprehensive Plan
- e. Historic District Overlay

### **9. Discussion Items**

### **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, October 21, 2013

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, Councilwoman Rebecca Bare: Absent, Ed Robinson: Absent, Commissioner Ralph Ring: Present, Commissioner Christopher Johnson: Present.

### 2. Announcements

Tomorrow night VDOT has a presentation for their 6 year plan. Weir will attend. 15/66 interchange improvement are missing.

### 3. Citizens Time

No citizens spoke.

There is an amendment to the agenda. Ice Rink was left off. Add materials to the agenda. Ring motions to add the Ice Rink to the agenda. Johnson seconds.

Move to section 6 a.

### 4. Minutes Approval

a. Planning Commission - Regular Meeting - Aug 12, 2013 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Christopher Johnson, Commissioner
<b>AYES:</b>	Robert B. Weir, Ed Robinson, Ralph Ring, Christopher Johnson
<b>ABSENT:</b>	Rebecca Bare

b. Planning Commission - Regular Meeting - Sep 9, 2013 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Christopher Johnson, Commissioner
<b>AYES:</b>	Robert B. Weir, Ralph Ring, Christopher Johnson
<b>ABSENT:</b>	Rebecca Bare, Ed Robinson

### 5. Updates

ARB: Nothing new to report.

No council update as Bare is not present tonight.

### 6. New Business

Ice Rink  
The Town Planner passes out materials to commission.

Discussed shared bus/loading area. Showing dual parking/bus loading area.  
Screening; Added a note that will do board on board fence adjacent to shared boundary with Durham.

Minutes Acceptance: Minutes of Oct 21, 2013 7:00 PM (Minutes Approval)

Parking standard, there are several options.

Questions on bus loading area and fence? Ring no issues. Johnson and Weir no issues.

This is a recurring issue with recreational facilities. Weir suggests holding into a standard of 1/300 and initiate with an understanding that PC initiates ZTA 58-11 (9). Make it 11 and annotate 9. Right now they're at 1/287. 1/300 gives them the extra buffer.

Weir moves that the Planning Commission initiates ZTA 58-11 for minimum off street parking to add 58-11 (11) any recreational commercial indoor fitness and sports activity complex, shall provide 1 parking space for each 300 square feet of business floor space in the building. Johnson seconds.

Ring: Yes

Weir: Yes

Johnson: Yes

**Weir directs clerk to get text from Planner. Schedule the Public Hearing for November 12th for Planning Commission on text amendment. Hearing on requested buffer exceptions. Wavier of 703 (d). And 58-702. Publish those for Public Hearing for 11/12 as well.**

Would need to schedule joint Public Hearing for buffers. Can't make it for the 11/4 Council meeting. Let's do Planning Commissions first then forward the package. Then can schedule for council December meeting.

## 7. Town Planner Report

In the process of rezoning for Robinson paradise. 12 units to 23 already approved. Reviewing with the Town Engineer. Should come to Planning Commission next month for review.

Weir asks if there is an accompanying comp plan with it? No.

Then we are not willing to entertain without one. Will have to update the proffer policies. Prince William County is in process of reviewing theirs. It will be amended within the next 6 months.

Sheetz - there is a more in depth discussion on the rebuild. Standard storm water to comply to.

Not heard from the Firehouse. Still in due diligence period. Should close before Christmas.

Haymarket Self Storage came in with plans for outdoor storage. Several issues to handle with the Special Use Permit and site plan. Will come to Planning Commission shortly.

Site plans for PACE West to come in soon.

Our upstairs in Town Hall is up for lease, as our current tenant QBE will be leaving.

Getting calls for Payne Lane property. Interest in the Winterham mansion.

## 8. Old Business

### a. Planning Commission By-Laws Rebecca Bare

By laws in the packet.

Weir has two issues. Will forward.

Page 2 article 3.5. Object is to make it comport with state code. Strike the word inefficiencies.

Ring agrees. Weir other is line 4.1 same page. Insert word AND between chair and vice chairman.

Ring asks about 4 year terms? Correct as written. Weir has no issue with it.

7.2 - secretary changed to clerk.

11.1 security changed to clerk.

Our current set of bylaws require 30 days notice. Requires Public Hearing or public notice?  
Clerk to check.

Direct clerk to make agenda item for 11/12 meeting. Officially vote on then. Make effective in December.

**b. Historic District Overlay**

Town Planner speaks on this agenda item.

Changing directions on all of this. Amending the district boundary to include gateways.

Weir directs clerk to publish changes 552 and 553 and map for Public Hearing at the 11/12 Planning Commission meeting.  
All 4 gateways included.

## 9. Discussion Items

No additional items to discuss.

## 10. Adjournment

Ring motions to adjourn the meeting.  
Johnson seconds.  
Meeting adjourned.



TO: Town of Haymarket Planning Commission  
SUBJECT: Zoning Text Amendment  
DATE: 11/12/13

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The Planning Commission has initiated a Zoning Text Amendment to better accommodate recreational, Commercial, indoor, Fitness & Sports activity uses in the Town. It is the staff's recommendation that recreational uses have a one space per 300 feet of floor space.

**ATTACHMENTS:**

- 58-11 Parking for Recreational Uses 11-2013 (PDF)

### Sec. 58-11. Minimum off-street parking.

There shall be provided that at the time of erection of any main building, or at the time any main building or its accessory uses is enlarged or the use changed, all provisions of article XIII shall be met along with minimum off-street parking space with adequate provision for entrance and exit by standard size automobiles, as follows:

- (1) In all residential districts there shall be provided, either in a private garage or on a lot, space for the parking of two automobiles for each dwelling unit located on such lot or parcel.
- (2) Lodginghouses, motels and hotels shall provide, on the lot, parking space for one automobile for each accommodation.
- (3) For church, high school, college and university auditoriums, and for theaters, general auditoriums, stadiums and other similar places of assembly, at least one parking space for every five fixed seats provided in the building.
- (4) For hospitals, at least one parking space for each two beds' capacity, including infants' cribs and children's beds.
- (5) For medical and dental clinics, at least ten parking spaces. Three additional parking spaces shall be furnished for each doctor or dentist having offices in such clinic in excess of three doctors or dentists.
- (6) For apartments, at least 2.5 parking spaces for each individual sleeping or living unit.
- (7) For liquor stores, at least ten parking spaces.
- (8) For retail stores selling directly to the public, one parking space for each 200 square feet of retail floor space in the building.
- (9) Any other commercial building erected, converted or structurally altered after the effective date of the zoning ordinance of September 19, 1983, shall provide one parking space for each 200 square feet of business floor space in the building.
- (10) Parking space as required in this section shall be on the same lot with the main building; except that in the case of buildings other than dwellings, spaces may be located as far away as 600 feet. Every parcel of land used as a public parking area and motor vehicle ways, after the effective date of the zoning ordinance of September 19, 1983, shall be surfaced with asphalt or concrete. It shall have appropriate guards where needed as determined by the administrator. Any lights used to illuminate such parking areas shall be so arranged as to reflect the light away from adjoining premises in a residential district.

(11) Reserved. For recreation, commercial, indoor, fitness and sports activity use, at least one parking space for each 300 square feet of floor space in the building(s)

(11)(12) Reserved.

*(Code 1989, § 12-11; Ord. of 3-19-1990; Res. of 4-2-1990; Res. of 6-4-1990; Ord. of 7-6-1998, § 1(12-11); Ord. of 6-2-2003; Ord. of 11-15-2011; Ord. No. 20121221, 5-6-2013)*

*Cross reference— Parking generally, § 46-81 et seq.*



TO: Town of Haymarket Planning Commission  
SUBJECT: Haymarket Iceplex Preliminary Site Plan  
DATE: 11/12/13

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Town Staff has received a Preliminary Site Plan entitled "Haymarket Ice Rink Expansion - Preliminary Site Plan", submitted by Wood Village, LLC, to construct improvements on property commonly known as the Haymarket Iceplex, 15151 Washington Street, Haymarket, Virginia, also identified as GPIN 7298-80-0117, and to also consider and adopt, pursuant to Sections 58-699(c) and 58-703(f) of the Town Code, waivers, reductions, modifications, or alternative Landscaping, Screening, Buffering, Open Space, and Streetscape requirements for such property; specifically, alternative buffer yards to the buffer yards required by Sections 58-701 and 58-702 of the Town Code and a waiver of perimeter parking lot landscaping required by Section 58-703 of the Town Code.

**ATTACHMENTS:**

- (1) Engineer Comments\_Hymkt Ice Rink Prelim 3rd Sub (Final) Comments (PDF)
- (5) Hymk Ice Rink Prelim Plat 08-26-13 (PDF)




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**INTEROFFICE MEMORANDUM**

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**TO:** MARCHANT SCHNEIDER

**FROM:** HOLLY MONTAGUE, PE

**SUBJECT:** HAYMARKET ICE RINK PRELIMINARY PLAN 3RD SUBMISSION COMMENTS

**DATE:** 9/4/2013

**CC:** STAFF

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Per your request, I have reviewed the third submission for the Haymarket Ice Rink Preliminary Plan. I used the Haymarket Ordinances and Preliminary Site Plan Requirements, Haymarket Code Section 58-506(2) in order to review this site plan.

There are two outstanding comments regarding parking requirements and bus/loading spaces that the applicant wants to address directly with the Planning Commission and Town Council. Below are the outstanding comments:

1. Parking Standard

First Comment:

Since this plan proposes a different parking requirement than the Town standard 1 space per 200 sf of net floor area, quote the actual traffic study name instead of stating “by others” and provide this traffic study for staff, Planning Commission and Town Council concurrence. Without this concurrence, the Town standard must be used.

Second Comment:

Using the Town standard of 1 space per 200 sf of net floor area results in requiring 245 parking spaces.

The applicant has submitted a traffic study that examined 11 rinks and had an average of 85 parking spacing per rink and an 85<sup>th</sup> percentile of 113 parking spaces per rink.

The applicant would like to use the average number of parking spaces from the study of 85 spaces per rink for a total parking space requirement of 170 spaces.

Since the provided study did not address league play or the sizes of the rinks/accessory uses, I do not feel comfortable using only the average number of spaces of 85 spaces per rink. In my opinion, if using a parking standard other than the Town standard, the 85<sup>th</sup> percentile of 113 parking spaces per rink for a total parking space requirement of 226 spaces should be used to address the lack of information on league play and rink size/accessory uses in the provided study.

I am agreeable to leaving this comment outstanding and allow the Planning Commission and Town Council to evaluate this situation and make the final decision.



## 2. Bus Parking Spaces/Loading Spaces

### First Comment:

The existing plan had 3 bus parking areas. Minimally, the same number must still be provided and ideally, at least one additional should be provided due to new building.

### Second Comment:

The applicant has responded that it is not anticipated that bus parking spaces will be needed and have been removed. During the application for temporary occupancy when the ice rink was first proposed, the need for bus spaces was discussed and provided by the applicant in both the parking layout for temporary occupancy and the final site plan. Providing bus parking spaces also addresses Haymarket Ordinance 58-257(16)b. and 58-257(16)c. In addition, even the Prince William County parking standards require minimally 1 loading space for swimming pools and for Public recreational facility/club with over 30,000 net sq. ft. For these reasons, I do not support eliminating the three bus parking spaces.

I am agreeable to leaving this comment outstanding and allow the Planning Commission and Town Council to evaluate this situation and make the final decision.

Pending decisions on the above items by Planning Commission and Town Council, I have no additional comments on this Preliminary Site Plan.

Please let me know if you have any questions regarding these comments. I can be reached at 703-968-6792 or [hmontague@townofhaymarket.org](mailto:hmontague@townofhaymarket.org).



# HAYMARKET ICE RINK EXPANSION PRELIMINARY SITE PLAN

TOWN OF HAYMARKET  
PRINCE WILLIAM COUNTY, VIRGINIA

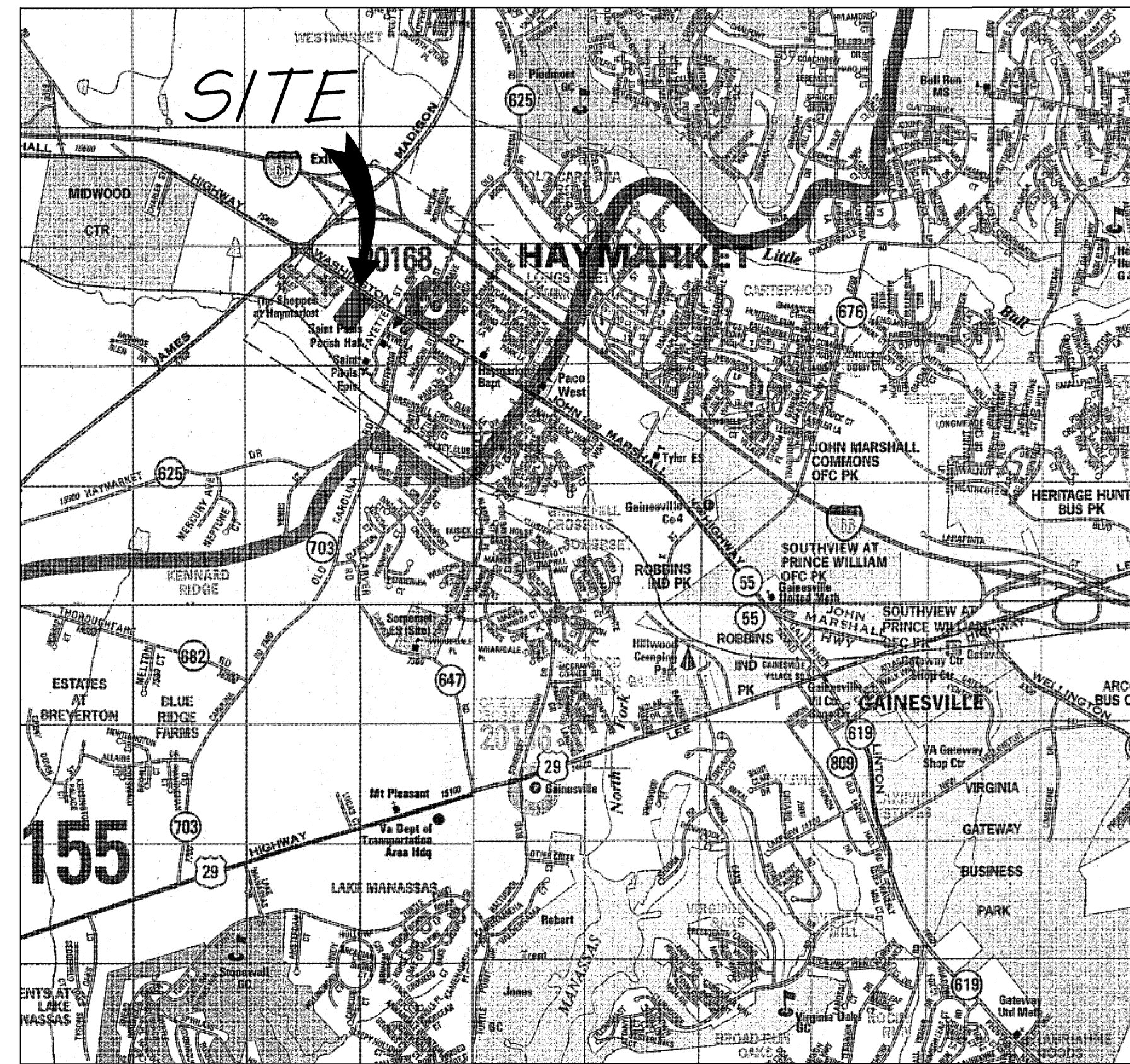
No	DESCRIPTION	DATE
1	PER TOWN COMMENTS DATED 05/31/2013 AND 06/10/2013	06/24/2013
2	PER TOWN COMMENTS DATED 08/20/2013 AND 08/21/2013	08/26/2013

## GENERAL NOTES:

- TITLE REPORT FURNISHED BY COMMONWEALTH LAND TITLE INSURANCE COMPANY, FILE NUMBER 5009-00710 BEARING AN EFFECTIVE DATE MARCH 25, 2009.
- TOPOGRAPHIC INFORMATION IS BASED ON THE GRADING PROPOSED IN THE HAYMARKET ICE RINK (S/A PLAN #11-HAY01-RO) AND PIEDMONT TIRE & AUTO (S/A PLAN #10-HAY-01-RO) SITE PLANS WITH SURROUNDING TOPOGRAPHIC INFORMATION PROVIDED BY A FIELD SURVEY PERFORMED BY christopher consultants, Ltd., DATED 10-27-09. THE CONTOUR INTERVAL IS 2 FEET.
- EXISTING/PROPOSED USE: COMMERCIAL/INDUSTRIAL
- THE PRINCE WILLIAM COUNTY PARCEL IDENTIFICATION NUMBER (GPIN), ZONE, AND ACREAGE FOR THE PROPERTY SHOWN HEREON IS AS FOLLOWS: GPIN: 7298-80-0117 ZONE: I-1 AREA: 4.9411 ACRES
- THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAPS FOR PRINCE WILLIAM COUNTY, MAP #15130C02D AND #15130C02D, EFFECTIVE DATE JANUARY 5, 1995 SHOWS THAT THERE IS NO 100 YEAR FLOOD PLAIN WITHIN THE LIMITS OF THE PROPERTY SHOWN HEREON.
- THERE ARE NO MAPPED CHESAPEAKE BAY RESOURCE PROTECTION AREAS (RPA) ON THE PROPERTY SHOWN HEREON.
- BEST MANAGEMENT PRACTICES (BMP) FOR WATER QUALITY HAVE BEEN PROVIDED FOR THE ENTIRE 4.9411 ACRE SITE WITH THE SITE PLAN FOR PIEDMONT TIRE AND AUTO. BMP IS ACHIEVED THROUGH A SERIES OF CONTROL MEASURES WHICH INCLUDE STORM FILTER INSERTS FOR GRATE INLETS, A BAY SEPARATOR HYDRODYNAMIC STRUCTURE AND STORMTECH STORM CHAMBER FILTER ROOMS. THESE CONTROLS WERE DESIGN BASED ON THE PRINCE WILLIAM COUNTY REQUIREMENTS FOR REDEVELOPMENT AND IN ACCORDANCE WITH THE TOWN OF HAYMARKET STANDARDS.
- STORMWATER MANAGEMENT: THIS PROJECT WILL SLIGHTLY INCREASE THE AMOUNT OF IMPERVIOUS AREA ON THE SITE, THEREFORE SLIGHTLY INCREASE THE AMOUNT OF RUNOFF COMING FROM THE SITE. AREA DRAINS AND SHEET FLOW DIRECTS DRAINAGE FROM THIS PORTION OF THE SITE TO EXISTING STONE LINED DITCHES ALONG THE WESTERN AND SOUTHERN PERIMETER. RUNOFF COLLECTS IN THE EXISTING DITCHES AND OUTFALLS AT THE SOUTHWEST CORNER OF THE SITE. THE RUNOFF FLOWS ALONG THE EXISTING BALLAST STONE LINED RAIL SIDING.
- VEHICLE TRIPS AT EACH ENTRANCE ARE BASED ON THE 6TH EDITION INSTITUTE OF TRANSPORTATION ENGINEERS (ITE) TRIP GENERATION MANUAL SECTION 465 (ICE RINK) FOR A 65,148 GFA FACILITY. PEAK HOURLY TRAFFIC IS EXPECTED TO BE 155 VPH WITH THE FLOW SPLIT EVENLY BETWEEN THE TWO ENTRANCES. PEAK DAILY TRAFFIC ON A WEEKEND DURING THE PEAK WINTER SKATING SEASON COULD REACH 844 VPD OR 422 VPD AT EACH ENTRANCE.
- PARKING TABULATIONS:
 

ICEPLEX BUILDING	FLOOR AREA=	165,200 SQ. FT. GROSS, 140,900 SQ.FT. NET
	PARKING REQUIREMENT=	485 SPACES / 1 ICE RINK.
		2 ICE RINKS= 170 SPACES REQUIRED
	PARKING PROVIDED=	135 SPACES (INCLUDING 5 HANDICAPPED)
- PIEDMONT TIRE & AUTO
 

FLOOR AREA=	12,000 SQ. FT. GROSS, 9,000 SQ.FT. NET
PARKING REQUIREMENT=	1 SPACE / 200 SQ. FT.
	9,000/200= 45 SPACES REQUIRE
PARKING PROVIDED=	80 SPACES (INCLUDING 5 HANDICAPPED)
- TOTAL SHARED PARKING REQUIRED = 215 SPACES (INCLUDING 7 HANDICAPPED)
- TOTAL PARKING PROVIDED= 215 SPACES (INCLUDING 9 HANDICAPPED)
- 85 SPACES PER ICE RINK BASED ON TRAFFIC STUDY CONDUCTED BY OTHERS FOR SPAN-1998-0050-003. THIS STUDY COMPARED 11 DIFFERENT ICE RINKS AND THE AMOUNT OF PARKING PROVIDED, AND CALCULATED AN AVERAGE OF 85 PARKING SPACES PER ICE RINK.
- ALL FENCING IS SUBJECT TO ARCHITECTURAL REVIEW BOARD AND PLANNING COMMISSION APPROVALS.
- PHASE 1 CONSTRUCTION WILL CONSIST OF THE EXPANSION OF THE EXISTING ICE RINK BUILDING BY ADDING A SECOND FLOOR OF APPROXIMATELY 845 S.F. AND ALL IMPROVEMENTS TO THE FACADE OF THE BUILDING. PHASE 2 CONSTRUCTION WILL CONSIST OF THE ADDITION OF A SECOND ICE RINK OF APPROXIMATELY 22,500 S.F. AND IMPROVEMENTS TO THE EXISTING PARKING LOT TO ADD ADDITIONAL PARKING SPACES.
- FINAL SITE PLAN WILL BE PROCESSED THROUGH VDOT DUE TO AN INCREASE IN VEHICLE TRIP GENERATION FOR THE BUILDING EXPANSION
- ANTICIPATED SEWAGE FLOW FOR THE ENTIRE SITE = 2531 GPD



VICINITY MAP  
SCALE: 1" = 1000'

## OWNER

WOOD VILLAGE LLC C/O DAISY WOOD  
14202 LEE HIGHWAY  
GAINESVILLE, VA 20155

## PROPERTY ADDRESS

15151 WASHINGTON ST  
HAYMARKET, VA 20169

## NOTICE REQUIRED:

CONTRACTORS SHALL NOTIFY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATION AND OR BLASTING AT LEAST TWO (2) WORKING DAYS, BUT NOT MORE THAN TEN (10) WORKING DAYS PRIOR TO COMMENCEMENT OF EXCAVATION OR DESTRUCTION. NAMES AND TELEPHONE NUMBERS OF THE OPERATORS OF UNDERGROUND UTILITY LINES APPEAR BELOW. THESE NUMBERS SHALL ALSO BE USED TO SERVE IN AN EMERGENCY CONDITION.

Washington Gas Light Co.	(571) 291-7700
Transco Gas Pipeline Co.	(703) 759-2115
Chesapeake & Potomac Co.	(703) 777-2151
Va. Elec. & Power Co.	(703) 457-1000
Fairfax Co. Water Authority	(540) 338-7746
Fairfax Co. San. Sew. Div.	
Prince William Elec. Co-op	
Columbia Gas of Va.	
A. T. & T. Co.	
Plantation Pipeline Co.	
Continental Tel. of Va.	
Colonial Pipeline Co.	

MISS UTILITY  
800-552-7001

**EMERGENCY**  
Police: 777-1021 or 911  
Fire Rescue: 777-2222 or 911

## ZONING TABULATIONS - I-1 ZONE

USE: "SECTION 58-257 (16)", RECREATIONAL, COMMERCIAL, INDOOR, FITNESS, AND SPORT ACTIVITIES.

	REQUIREMENT	PROVIDED
BUILDING HEIGHT	35' MAX.	30.2'
LOT COVERAGE	85% MAX.	±79%
BUILDING ACCESSORY USE	20% MAX.	±10%

### YARDS

FRONT YARD	10' MIN.	10'
SIDE YARD (TO B-1, B-2, I-1 ZONES)	0'	0'
SIDE YARD (TO R-1 ZONE)	25' MIN.	25'
REAR YARD (TO I-1 ZONE)	0'	0'

### BUFFERS

BUFFER AGAINST I-1 ZONE	0'	0'
BUFFER AGAINST BI & B2 ZONES	10'	10'
BUFFER AGAINST R1 ZONE	35'	25' *(SEE NOTE)
BUFFER AGAINST BI BLOOM PROPERTY	10'	10'

\*NOTE: A 35' BUFFER CANNOT BE PROVIDED DUE TO THE EXISTING PRIVATE ROAD RUNNING WITHIN THE 35' BUFFER. A BUFFER MODIFICATION ALLOWING A 25' BUFFER AS SHOWN ON SHEET 03 IS REQUESTED AS PART OF THIS PLAN.

## LOT COVERAGE CALCULATIONS

BUILDINGS & PAVED AREAS  $\frac{169,930 \text{ SQ. FT.}}{215,234 \text{ SQ. FT.}} = 78.9\%$

## SUMMARY OF CONTROLS

BMP	EXISTING ON-SITE AREA CONTROLLED	PROPOSED ON-SITE AREA CONTROLLED	REQUIRED REDEVELOPMENT PHOSPHOROUS REMOVAL EFFICIENCY	PROPOSED REDEVELOPMENT PHOSPHOROUS REMOVAL EFFICIENCY
DEVELOPED WITHOUT CONTROLS	4.9411 ACRES		20%	20.11% EFFICIENCY MET

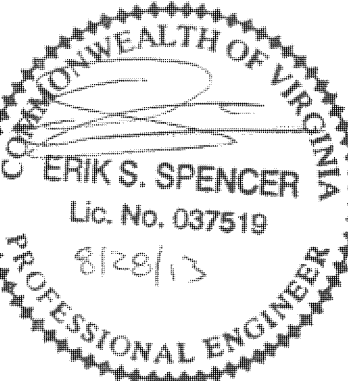
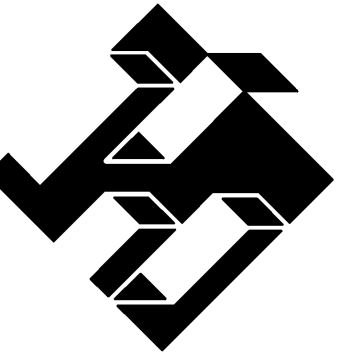
SWM	AREAS DRAINING TO EXISTING ON-SITE FACILITY	AREAS DRAINING TO PROPOSED ON-SITE FACILITY	EXISTING 10 YEAR PEAK RUNOFF TO EXISTING PIPED SYSTEM	PROPOSED 10 YEAR PEAK RUNOFF TO EXISTING PIPED SYSTEM
2.38 ACRES	2.46 ACRES	3.27 CFS	1.00 CFS	NO INCREASE IN RUNOFF DUE TO DEVELOPMENT
1.24 Ac onsite 0.19 Ac offsite 0.95 Ac offsite	1.32 Ac onsite 0.19 Ac offsite 0.95 Ac offsite			

SINCE THE DESIGN 10-YEAR STORM FLOW IS LESS THAN OR EQUAL TO THE EXISTING 10 YEAR FLOW, AN ANALYSIS OF THE EXISTING STORM SYSTEM DOWN TO THE OUTFALL IS NOT REQUIRED. THE EXISTING DOWNSTREAM STORM SYSTEM IS LOCATED OUTSIDE OF THE VDOT RIGHT OF WAY.

## SHEET INDEX

- COVER SHEET
- PRELIMINARY SITE PLAN
- PRELIMINARY LANDSCAPE PLAN

**christopher consultants**  
engineering · surveying · land planning  
christopher consultants, Ltd.  
9417 Innovation Drive Manassas, VA 20110  
703.393.9887 · fax 703.393.9076



COVER SHEET

HAYMARKET ICE RINK  
EXPANSION  
PRELIMINARY SITE PLAN  
TOWN OF HAYMARKET, PRINCE WILLIAM COUNTY, VIRGINIA

PROJECT No: 09090.005.00

SCALE: AS SHOWN

DATE: APRIL, 2013

DESIGN: LGB  
DRAWN: LGB  
CHECKED:

SHEET No.

01 of 03  
10100

ALL CONSTRUCTION SHALL CONFORM TO THE CURRENT TOWN OF HAYMARKET, PRINCE WILLIAM COUNTY, AND PWCSA STANDARDS.



No.	DESCRIPTION	DATE
1	PER TOWN COMMENTS DATED 05/21/2013 AND 06/10/2013	06/24/2013
2	PER TOWN COMMENTS DATED 08/20/2013 AND 09/21/2013	09/26/2013

**christopher consultants**  
 engineering · surveying · land planning  
 christopher consultants, ltd.  
 9417 innovation drive manassas, virginia 20110  
 703.393.9857 703.393.9076



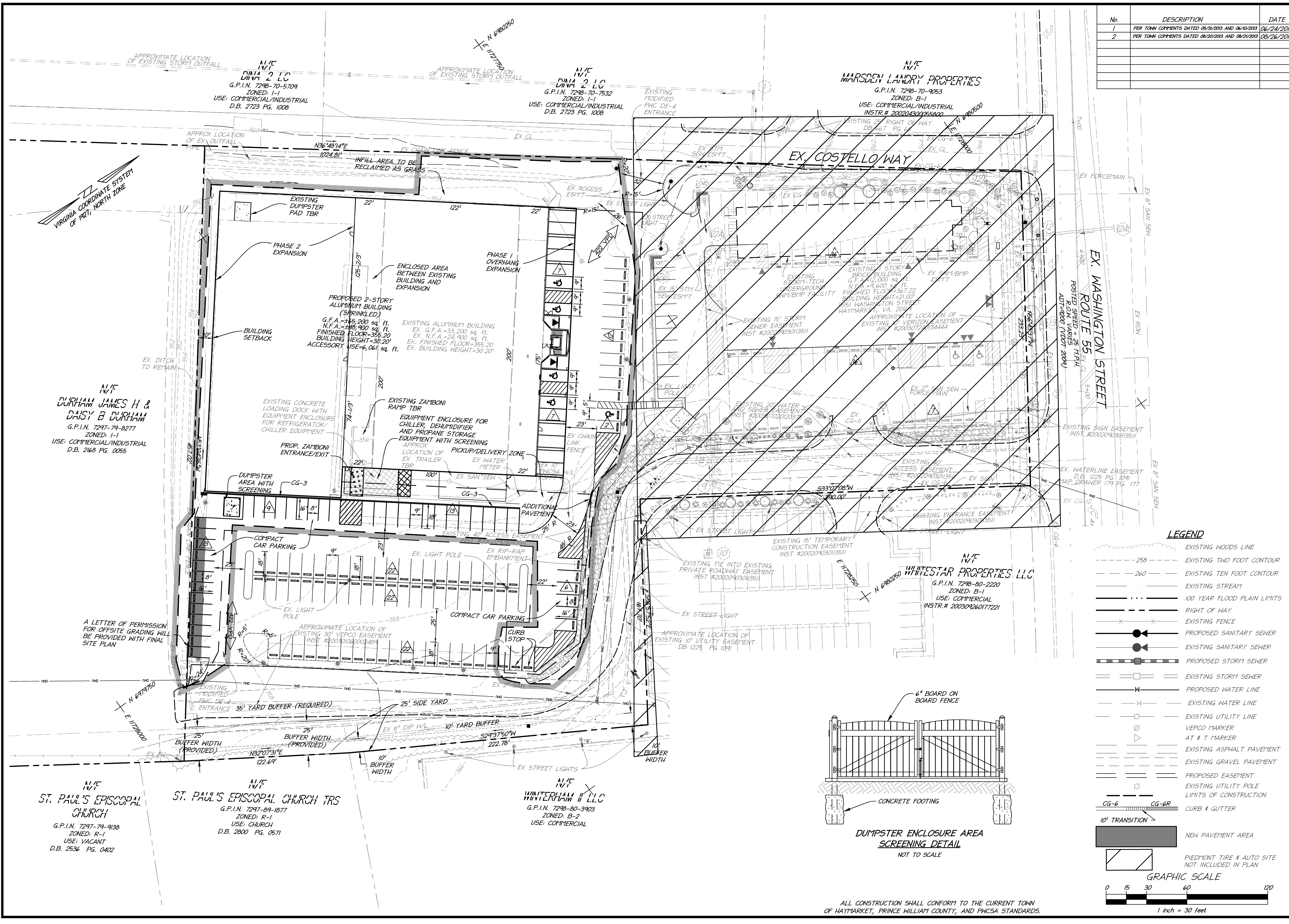
COMMONWEALTH OF VIRGINIA  
 ERIK S. SPENCER  
 Lic. No. 037519  
 8/28/13  
 PROFESSIONAL ENGINEER

PRELIMINARY  
 SITE PLAN

HAYMARKET ICE RINK  
 EXPANSION  
 PRELIMINARY SITE PLAN

TOWN OF HAYMARKET, PRINCE WILLIAM COUNTY, VIRGINIA

PROJECT No. 09090.005.00  
 SCALE: 1"=30'  
 DATE: APRIL, 2013  
 DESIGN: LGB  
 DRAWN: LGB  
 CHECKED:  
 SHEET No. 02 of 03  
 10100

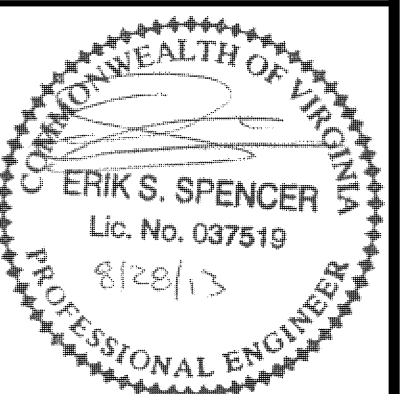
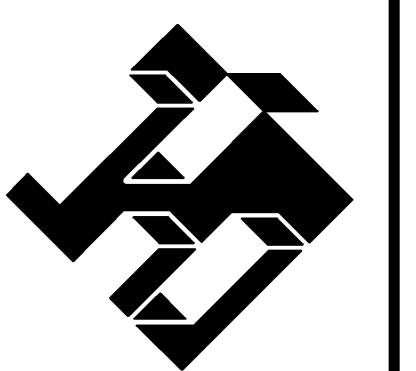




# THIS SHEET FOR LANDSCAPE PURPOSES ONLY !!!

No.	DESCRIPTION	DATE
1	PER TOWN COMMENTS DATED 05/31/2013 AND 06/10/2013	06/24/2013
2	PER TOWN COMMENTS DATED 08/20/2013 AND 08/21/2013	08/26/2013

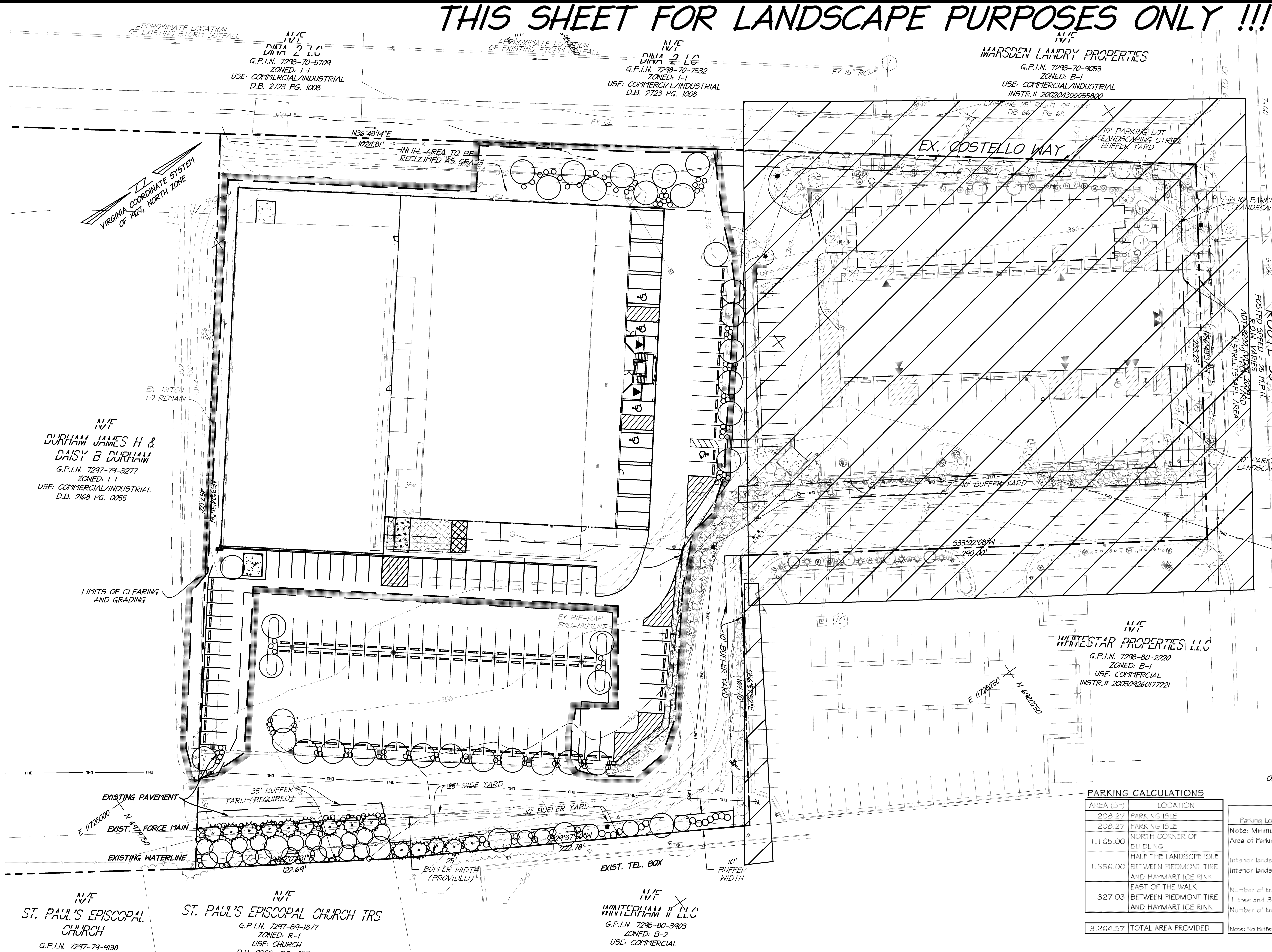
**christopher consultants**  
 engineering · surveying · land planning  
 christopher consultants, llc  
 9417 innovation drive manassas, virginia 20110  
 703.393.9887 703.393.9076



PRELIMINARY LANDSCAPE PLAN

HAYMARKET ICE RINK EXPANSION PRELIMINARY SITE PLAN

PROJECT No: 09010.005.00  
 SCALE: 1"=30'  
 DATE: APRIL, 2013  
 DESIGN: LGB  
 DRAWN: LGB  
 CHECKED:  
 SHEET No. 03 OF 03

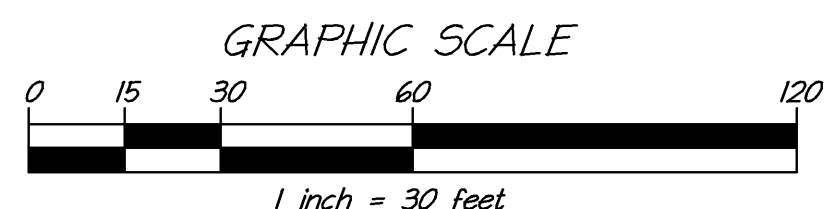


NOTES:  
 1. OWNER IS RESPONSIBLE FOR MAINTAINING THE PROPOSED LANDSCAPING.  
 2. LANDSCAPING SHOWN PER PREVIOUSLY APPROVED SITE PLAN 11-HAY01-RO

Open Space		
	Required Area (sf)	Provided Area (sf)
Interior Parking Landscaping	2,440	3,265
Semitransparent Buffer	2,228	2,228
Opaque Buffer	4,294	3,690
Perimeter Parking Landscaping	1,495	3,594
<b>Total Open Space</b>	<b>10,457</b>	<b>12,767</b>

**LANDSCAPE LEGEND**

- PROPOSED CANOPY TREE (SHOWN AT PROJECTED 10-YEAR DRIPLINE SIZE)
- PROPOSED EVERGREEN TREES
- PROPOSED ORNAMENTAL TREES
- PROPOSED SHRUBS
- PIEDMONT TIRE & AUTO SITE NOT INCLUDED IN PLAN



ALL CONSTRUCTION SHALL CONFORM TO THE CURRENT TOWN OF HAYMARKET, PRINCE WILLIAM COUNTY, AND PWCSA STANDARDS.

**PARKING CALCULATIONS**

AREA (SF)	LOCATION
208.27	PARKING ISLE
208.27	PARKING ISLE
1,165.00	NORTH CORNER OF BUILDING
1,356.00	HALF THE LANDSCAPE ISLE BETWEEN PIEDMONT TIRE AND HAYMARKET ICE RINK
327.03	BETWEEN PIEDMONT TIRE AND HAYMARKET ICE RINK
<b>3,264.57</b>	<b>TOTAL AREA PROVIDED</b>

Parking Lot Interior Planting (SEC 58-703(e) Interior Parking Lot Landscaping		
Note: Minimum Landscape area 25 square feet (Section 58-703(e)(3))		
Area of Parking:	48,792 SF	
Interior landscaped area required:	2,440 SF	5.0 %
Interior landscaped area provided:	3,265 SF	6.7 %
Number of trees/shrubs required @ 1 tree and 3 shrubs per 10 spaces:	14 Trees and 41 Shrubs	
Number of trees/shrubs provided: 135 spaces	14 Trees and 43 Shrubs	

Note: No Buffer Areas or Perimeter Landscaping has been included in this calculation.

Parking Lot Adjacent To SW Property Line (Section 58-703d)			
Length of Parking Lot Adjacent to SW Property Line	104 lf		
Plants Required in a Strip 5 Feet in Width	Total Required	Total provided	
2 Parking Lot Tree Per 30' Frontage	7	7*	Trees
Screen for the full length of the Frontage (Plant G Screening Shrub Per 30' Frontage)	21	21*	Shrubs

\* Waiver Requested

Parking Lot Adjacent To Private Street (Section 58-703d)			
Length of Parking Lot Adjacent to Private Street	195 lf		
Plants Required in a Strip 5 Feet in Width	Total Required	Total provided	
2 Parking Lot Tree Per 30' Frontage	13	13	Trees
Screen for the full length of the Frontage (Plant G Screening Shrub Per 30' Frontage)	39	39	Shrubs

Screen B (SB) - Semitransparent Screen Alt 1 - Sec. 58-700			
1 Property Line Length = Winterham Property Eastern Boundary Zone B-2	223 lf		
2 Buffer Area = 10' Width x Property line length less driveway	2228 sq ft		
3 Plants Required	Total Required	Total provided	
Canopy Trees	1/1000 sq ft	2	3
Ornamental Trees	1/500 sq ft	4	5
Evergreen Trees	1/500 sq ft	4	5
Shrubs	1/100 sq ft	22	23

Screen C (SC) - Opaque Screen Alt 1 - Sec. 58-700			
1 Property Line Length = Church Property Eastern Boundary Zoned R-1	123 lf		
2 Buffer Area = 35' Width x Property line length	4294 sq ft		
3 Plants Required	Total Required	Total provided	
Canopy Trees	1/1000 sq ft	4	4
Ornamental Trees	1/250 sq ft	17	17
Evergreen Trees	1/500 sq ft	9	9
Shrubs	1/100 sq ft	43	43





TO: Town of Haymarket Planning Commission  
SUBJECT: Planning Commission By-Laws  
DATE: 11/12/13

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**ATTACHMENTS:**

- By-Laws w 10-2013 Changes (PDF)

# BYLAWS

Town of Haymarket, Virginia

Planning Commission



November 12, 2013, effective December 15, 2013

## ARTICLE I – AUTHORIZATION

- 1-1. This planning commission is established in conformance with a resolution adopted by the Haymarket Town Council on March 2004; and in accord with the provisions of Section 15.2-2210, Code of Virginia (1997), as amended.
- 1-2. The official title of this planning commission shall be the “Town of Haymarket Planning Commission,” hereinafter referred to as the “Commission.”

## ARTICLE II – PURPOSE

- 2-1. The purpose of the Commission is to assist the Town Council to anticipate and guide future development and change by preparing plans, ordinances, capital improvements programs, studies, reports, and other documents for consideration by the Town Council.

## ARTICLE III – MEMBERSHIP

- 3-1. The Commission shall consist of five members appointed by the Town Council. All members shall be residents of the Town of Haymarket and qualified by knowledge and experience to make decisions on questions of growth and development. At least one-half of the members shall be owners of real property. One member may be a member of the Town Council and one member may be an administrative official of the Town government.
- 3-2. The terms of office for the members of the Town Council and the administrative official shall be coextensive with their terms of office, unless the Town Council appoints others in their stead. The terms of the other original members shall be for one (1), two (2), three (3), and four (4) years. Subsequent members shall be appointed for terms of four (4) years.
- 3-3. Any vacancy in membership shall be filled by appointment of the Town Council and shall be for the unexpired portion of the term only.
- 3-4. Any member of the Commission shall be eligible for reappointment.
- 3-5. Any member of the Commission may be removed by the Town Council for malfeasance in office.
- 3-6. The term of a Commission member shall expire upon the swearing in of the new commission or re-appointment of commissioner.3-7. The Town Council may provide for the payment of expenses incurred by Commission members in the performance of their official duties and compensation for services.

## ARTICLE IV – SELECTION OF OFFICERS

- 4-1. Officers of the Commission shall consist of a chairman and vice-chairman. The chairman and vice-chairman shall be elected by the membership. A clerk shall serve at the request of the Commission and may be a member of the Commission, an employee of the Town government, or a citizen volunteer.
- 4-2. Nomination of officers shall be made from the floor at the regular July meeting each year. Election of officers shall follow immediately. A candidate receiving a majority vote of the entire membership shall be declared elected.
- 4-3. The term of office shall be for one (1) year or until a successor takes office.
- 4-4. Any vacancies in office shall be filled for the unexpired portion of the term in the same manner as the officers are originally chosen.

## ARTICLE V – DUTIES OF OFFICERS

- 5-1. The Chairman shall be a member of the Commission and shall:
  - 5-1-1. Preside at all meetings.
  - 5-1-2. Appoint all committees.
  - 5-1-3. Rule on all procedural questions (subject to a reversal by a two thirds (2/3) majority vote by the members present).
  - 5-1-4. Be informed immediately of any official communication, and report same at the next regular commission meeting.
  - 5-1-5. Certify all official documents involving the authority of the Commission.
  - 5-1-6. Certify all minutes as true and correct copies.
  - 5-1-7. Carry out other duties as assigned by the Commission.
- 5-2. The vice-chairman shall be a member of the Commission and shall:
  - 5-2-1. Act in the absence or inability of the chairman to act, with the full powers of the chairman.
- 5-3. The clerk shall:
  - 5-3-1. Record attendance at all meetings.
  - 5-3-2. Record the minutes of the Commission meetings.
  - 5-3-3. Notify all members of all meetings.
  - 5-3-4. Maintain a file of all official Commission records and reports.
  - 5-3-5. Certify all maps, records, and reports of the Commission.
  - 5-3-6. Give notice and be responsible for publishing public notices of all Commission public hearings and public meetings.
  - 5-3-7. Attend to the correspondence necessary for the execution of the duties and functions of the Commission.



## ARTICLE VI – COMMITTEES

- 6-1. Committees, standing or special, may be appointed by the Chairman, to serve as needed. Such committees shall be subject to the approval of a majority vote of the Commission.

## ARTICLE VII – MEETINGS

- 7-1. Regular meetings of the Commission shall be held at least once a month. Special meetings shall be called as needed. When a meeting date falls on a legal holiday, the meeting shall be held on the day following unless otherwise designated by the Commission.
- 7-2. Special meetings may be called by the chairman or by two (2) members upon written request to the clerk. The clerk shall mail to all members, at least five (5) days before a special meeting, a written notice giving the time, place and purpose of the meeting.
- 7-3. All meetings of the Commission shall be open to the public.

## ARTICLE VIII – VOTING

- 8-1. A majority of the members shall constitute a quorum.
- 8-2. No action of the Commission shall be valid unless authorized by a majority vote of those present and voting.

## ARTICLE IX – ORDER OF BUSINESS

- 9-1. The order of business for a regular meeting shall be:
- 9-1-1. Call to order by chairman.
- 9-1-2. Roll call.
- 9-1-3. Determination of a quorum.
- 9-1-4. Public expression.
- 9-1-5. Reading of minutes.
- 9-1-6. .
- 9-1-7. Report of standing committees.
- 9-1-8. Report of special committees.
- 9-1-9. Unfinished business.
- 9-1-10. New business.
- 9-1-11. Adjournment.
- 9-2. Parliamentary procedure in Commission meetings shall be governed by Robert's Rules of Order as tailored by the Chairperson.
- 9-3. The Commission shall keep a set of minutes of each meeting, and these minutes shall become a public record.

- 9-4. The clerk and chairman shall sign all minutes and, at the end of the year, shall certify that the minutes of the preceding year are a true and correct copy.

## ARTICLE X – PUBLIC HEARING

- 10-1. The procedures normally followed for a public hearing involving a rezoning application, use permit, etc., amendment of the Zoning or Subdivision Ordinance, or matter other than the consideration of the comprehensive plan or part thereof, shall be:
- 10-1-1. Call to order; determination of quorum.
- 10-1-2. Description of properties in issue.
- 10-1-3. Applicant's presentation including witnesses in support of application (fifteen minutes).
- 10-1-4. Interested witnesses' presentation in opposition to application (twenty minutes).
- 10-1-5. Applicant's rebuttal (five minutes).
- 10-1-6. The normal time limitations are set forth in parentheses, but may be shortened or extended as determined by the Planning Commission.
- 10-1-7. Planning Commission discussion and action.
- 10-1-8. An applicant may appear in his own behalf, or be represented by an attorney or agent at the hearing.
- 10-1-9. In the absence of a personal appearance by the applicant or his agent, the Planning Commission may proceed to dispose of the application on the record before it.
- 10-2. The Planning Commission shall publish a notice of public hearing at least once a week for two consecutive weeks in a newspaper of general circulation prior to conducting the hearing.
- 10-3. The procedures normally followed for a hearing involving consideration of the comprehensive plan or a part thereof shall be:
- 10-3-1. Call to order, determination of a quorum.
- 10-3-2. Description of area under study, together with presentation, by the Planning Commission or its representative of recommendations for development of the area.
- 10-3-3. Call by Chairman for names of interested parties who wish to speak to the proposed plan.
- 10-3-4. Presentation by interested parties to the proposed plan. (Time limitations as announced by the Chairman.)
- 10-3-5. Planning Commission – staff discussion of the proposed plan.
- 10-3-6. Planning Commission discussion and action.
- 10-4. The Planning Commission shall keep a set of minutes of all meetings, including the names and addresses of all witnesses giving testimony before the Planning Commission.

## ARTICLE XI – CORRESPONDENCE

- 11-1. All official papers and plans involving the authority of the Planning Commission shall bear the signature of the Chairman, together with the certification signed by the clerk.

# ARTICLE XII – AMENDMENTS

12-1. These Bylaws may be amended by a majority vote of the entire membership after thirty (30) day’s prior notice.

Done and adopted this 12<sup>th</sup> Day of November 2013; to be effective December 15, 2013:

BY:

\_\_\_\_\_  
Robert B. Weir, Chair

ATTEST:

\_\_\_\_\_  
Sherrie Wilson, Deputy Clerk

Attachment: By-Laws w 10-2013 Changes (1652 : Planning Commission By-Laws)



TO: Town of Haymarket Planning Commission  
SUBJECT: Comprehensive Plan  
DATE: 11/12/13

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TO: Town of Haymarket Planning Commission  
SUBJECT: Historic District Overlay  
DATE: 11/12/13

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