



TOWN OF HAYMARKET TOWN COUNCIL
REGULAR MEETING
~ AGENDA ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, August 6, 2018

7:00 PM

Council Chambers

I. Call to Order

II. Invocation - Rev. Brian Johnson, Haymarket Church

III. Pledge of Allegiance - Cub Scout Troop 107

IV. Minutes Approval

1. Mayor and Council - Public Hearing - May 21, 2018 6:00 PM
2. Mayor and Council - Special Meeting - Jun 28, 2018 7:00 PM
3. Mayor and Council - Regular Meeting - Jul 2, 2018 7:00 PM

V. Special Guest Speaker - Delegate Danica Roem

VI. Update: Dominion Energy

1. Dominion Energy

VII. Update: PWC Transportation - Route 15/4-Lane Bridge

1. Resolution #2018-09, Route 15 Four Lane Bridge

VIII. Department Reports

1. Police Department - Chief Lands
2. Engineer's Report - Katie McDaniel
3. Building Official's Report - Prince William County
4. Planner's Report
5. Treasurer's Report
6. Business Managers Report

IX. Citizens' Time

X. Action Items

- A. September Town Council Meeting date change**
 1. Town Council Meeting Date Changes
- B. Code of Ethics and Standards of Conduct**
 1. Town Council and Appointed Officials Code of Ethics and Standards of Conduct
- C. Crossroads Village Center**
 1. Crossroads Village Center, 15150 Washington Street

XI. Enter into Closed Session

XII. Certification of Closed Session

XIII. Appointments

XIV. Council Member Time

1. Steven Shannon
2. Connor Leake
3. Susan Edwards

4. Bond Cavazos
5. Robert Day
6. Madhu Panthi
7. David Leake

XV. Adjournment



TOWN OF HAYMARKET TOWN COUNCIL

PUBLIC HEARING ~ MINUTES ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, May 21, 2018

6:00 PM

Council Chambers

A Public Hearing of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 6:00 PM.

Mayor David Leake called the meeting to order.

I. Call to Order

Councilman John Cole: Present, Councilman Chris Morris: Present, Vice Mayor Joe Pasanello: Present, Councilwoman Susan Edwards: Present, Councilman Connor Leake: Present, Councilman Steve Shannon: Present, Mayor David Leake: Present.

II. Pledge of Allegiance

III. Call to Order - Planning Commission

Chairman Caudle called to order the Planning Commission. Commissioner Madhu Panthi: Present, Commissioner Cathy Pasanello: Present, Chairman Matt Caudle: Present, Commissioner Maureen Carroll: Present, Commissioner James Carroll: Present, Councilman Steve Shannon: Present.

IV. Presentation Crossroads Village Center

1. Crossroads Village Center

Town Planner, Ms. Lockhart presents an overview of the Crossroads Village Center which includes the location, zoning and traffic impact, by-right uses, special use permits and rezoning.

The applicant, Don Wooden, Meladon Group, addresses the Commission and Council. Mr. Wooden describes the vision for the project.

Representing the applicant, Giff Hampshire, from the law firm of Blankenship and Keith addresses the dais. He introduces Mike Massey, Ross-France, Chad Baird, Gorove/Slade and Igor Levine. Mr. Hampshire shares the timeline of the project dating back to 2014. He echoes what Ms. Lockhart and Mr. Wooden stated in their presentation concerning by-right uses and down zoning of the property. He also notes the 2014 change in the zoning ordinance allowing town homes in the B-2 district with a special use permit. He expands on the proffers, the reduction of town homes from 120 to 79, addition of sidewalks, landscaping and buffers and the impact on traffic and schools.

2. Staff Report

3. Crossroads Village Center Application

V. Referral to Planning Commission

Councilwoman Edwards makes a motion to adopt Resolution No. 2018-003, directing the Planning Commission to act on the pending rezoning application for Crossroads Village Center within 30 days.

WHEREAS, Virginia Code 15.2-2285 B, provides that the governing body of a locality may set a period of time, not greater than 100 days, for a planing commission to submit its recommendations regarding a proposed amendment to the zoning ordinance; and

WHEREAS, Crossroads Village Center has submitted a rezoning application for 15150 Washington Street, REZ#2018-004, which the Town Council has referred to the Planning Commission for consideration; and

WHEREAS, the Town Council wishes to have the Planning Commission submit its recommendation for approval or denial of the proposed rezoning within 30 days;

Minutes Acceptance: Minutes of May 21, 2018 6:00 PM (Minutes Approval)

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby re-refers this matter to the Planning Commission to return a recommendation to the Town Council for approval or denial within 30 days of the adoption of this Resolution.

Done this 21st day of May, 2018.

Councilman Morris seconds the motion.

Mayor Leake asks if there is any discussion on the motion.

Vice Mayor Pasanello asks the attorney to define "act", is that taking action for approval or denial? Town Attorney, Mr. Crim, responds yes. The Vice Mayor asks what would happen if they do not make a decision in 30 days? Mr. Crim states it is deemed an approval.

1. Motion

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|------------------|---------------------------------------|
| RESULT: | ADOPTED [5 TO 1] |
| MOVER: | Susan Edwards, Councilwoman |
| SECONDER: | Chris Morris, Councilman |
| AYES: | Cole, Morris, Edwards, Leake, Shannon |
| NAYS: | Joe Pasanello |

VI. Joint Public Hearing with Planning Commission

1. Planning Commission Open Public Hearing

Chairman Caudle opens the Planning Commission public hearing.

2. Town Council Open Public Hearing

Mayor Leake opens the Town Council Public Hearing jointly with the Planning Commission.

Robert Weir, 6853 St. Paul Drive, shares concerns with Resolution No. 2018-003, traffic and school impact, the rezoning and special use permit applications and the Comprehensive Plan and feels the application package is incomplete.

Cathy Shalvey, 6748 Bleight Drive, addresses the dais. She states that she and her husband are in support of commercial and residential development in Haymarket including the Crossroads Village Center. However, she has concerns with the rezoning and special use permits requests for drive-thru restaurants.

Jim and Andrea Payne, 15073 Vahalla Court and 6680 Fayette Street, speak in favor of the Crossroads Village Center. They feel that it would be good for the economic development of the Town.

Marchant Schneider, 14811 Rising Sun Lane, discusses with the Council and Commission the evolution of the project when he was the Town Planner and Zoning Administrator. He adds that he did work with Mr. Wooden in Loudoun with the Cascades Overlook project. He states that he is in general support of this concept but has some suggestions or refinements including the phasing, proffers, the drive-thrus and parking.

Joe Castaneda, 15001 Gossom Manor Place, states that he is excited about the project and what it can bring to the town, however, he adds that he has some concerns including traffic on Fayette Street. He proposes for consideration to have a connection from A Dogs Day Out to the Crossroads Village Center. He concludes that he has concerns with a special use permit for another auto repair business.

Dottie Leonard, 14801 Washington Street, expresses that she is a pro-development person and supports this project. However, there are some issues that concern her. She states that she is concerned with how this development will look and if it will fit with the Town. She is also not in favor of the drive thru restaurants.

Susan Bannon, 6938 Jockey Club Lane, shares concerns with existing traffic in Haymarket and the look of this development. She also reads a written statement from Paula King, 6934 Little John Court, asking the elected officials to reject all of the special use permits that have been brought forth by the Crossroads Village project.

With no one else to speak, Mayor Leake closes the Town Council Public Hearing.

3. Planning Commission Close Public Hearing

With no one else to speak, Chairman Caudle closes the Planning Commission's part of the Public Hearing.

4. Planning Commission Discussion and Action

Commissioner M. Carroll compares the specifics of previous special use permits from Prince William County with those in the Crossroads application. Commissioner M. Carroll makes a motion to hand it back to the Town Planner to have these issues addressed and clearly outlined prior to their consideration.

Commissioner J. Carroll echoes the same concerns.

Commissioner Pasanello thanks the applicant for their presentation and for those who came out to speak. She expresses that she agrees with the County that we need a lot more green space. She also states that with the median income of over \$120,000 per family we could come up with something nicer. She adds that we need to take the historic overlay into consideration. She also adds that she likes the single buildings and the green area with the daycare. She concludes sharing concerns with the Dominion power line placement and the schools.

Commissioner Panthi thanks the applicants for coming. He states that he has concerns with the impact on the schools, green space, buffer with the Sherwood Forest subdivision and the fast food restaurant bringing more traffic.

Councilman Shannon, liaison to the Planning Commission, thanks the applicant for a great presentation. Speaking on behalf of the residents of Sherwood Forest, where he resides and residents on Fayette Street, he likes the walkability of the town. He likes the idea of black wrought iron fences and brick sidewalks. However, he expresses that VDOT will not maintain the sidewalks. He shares that he is not in favor of fast food restaurants in the Town because of what he heard this evening. He concludes that he is for the project.

Chairman Caudle thanks all that came out this evening and the efforts of the applicant. He highlights some of the changes that Haymarket has encountered over the years. He states that with each project that has come through the Town of Haymarket, traffic and schools has always been the biggest concerns. He states that we have to do our due diligence and be careful of our personal opinions and look at our laws and zoning ordinances. He adds that some of the biggest objections that he heard tonight were concerning the drive thru restaurants, guarantees for tot lot screening and sidewalks, what type of auto repair the applicant is proposing and phasing of the project. He directs the Town Planning to go back to the developer with these concerns. He concludes that we would not be doing our due diligence referring it tonight and asks to reconvene and continue the meeting on June 6th. The Commission agrees.

5. Town Council Close Public Hearing

With no one else to speak, Mayor Leake closes the Town Council part of the Public Hearing.

6. Town Council Discussion and Action

Councilman Morris states that in view of the comments of the residents he feels that the Resolution is unfair to bind the Planning Commission to 30 days to get back to the Town Council and if it possible to withdraw my "second" on the motion, he would like to do that.

Councilman Cole reminds the Commission that we have a list of "by-rights" on this land.

Councilwoman Edwards reminds the Commission and audience that she is the liaison to the Town's ARB and has been on the board for over 10 years. She adds that she has fought to save several buildings in Town. She states that the ARB does have a purview over this and that there is a work session scheduled with the developer to come up with concepts. She reminds

those that the drawings here tonight are just basic concepts, not specific designs and that will all go through its own approval process.

Councilman Leake states that he was sitting on the Planning Commission about a year ago. He expresses concern why these objections tonight were not brought up at the time. He adds never did he hear any of these concerns when we knew this development was on the books. He further adds that if this is how the Planning Commission felt when we were rewriting the Zoning Ordinance, why did we allow these uses in either by-right or with an SUP?

Vice Mayor Pasanello thanks those who came tonight. He thanks the developer and the attorneys. He also states that the Planning Commission did a great job this evening. He adds that he was very surprised to see the Resolution this evening and agrees with Councilman Morris. He asks Councilman Morris to reconsider his motion. He concludes that he is not opposed to development but is opposed to an arbitrary deadline.

Councilman Shannon adds that he would like to see the Planning Commission be given at least 60 days, not 30.

At 8:00 pm, the Mayor calls for a brief recess and to reconvene at 8:05 pm.

At 8:05 pm, Mayor Leake calls the meeting back to order.

Councilman Morris asks Town Attorney, Martin Crim, how he can introduce a new resolution to change the resolution that was previously approved? Mr. Crim states that he would make a motion to approve a modified Resolution No. 2018-003, that substitutes another number besides 30 where it appears in the caption as well as in the "Now, therefore be it resolved" portion.

Councilman Morris moves to strike out 30 and replacing it with 60 days. Councilman Shannon seconds the motion.

Mayor asks for any discussion on the motion.

Councilman Cole asks Chairman Caudle if that would give them enough time? The Chairman states that he would be comfortable with 60 days.

Vice Mayor Pasanello thanks Councilman Morris for redoing the motion, but adds that he doesn't believe in artificial deadlines.

Councilman Leake reminds everyone that this is for a rezoning not a site plan.

Councilman Morris states that he has heard that the Planning Commission did not meet for 3 months and that is the responsibility of the Planning Commission to make sure the meetings are held and that they do their due diligence.

In response to Councilman Morris, Chairman Caudle states that as Chairman he made the decision not to meet in February, March and April because the Planning Commission members are paid a stipend per meeting and feels that it is irresponsible to hold a meeting when the Town Planner states that there is nothing on the Agenda.

7. Motion

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| RESULT: | ADOPTED [5 TO 1] |
| MOVER: | Chris Morris, Councilman |
| SECONDER: | Steve Shannon, Councilman |
| AYES: | Cole, Morris, Edwards, Leake, Shannon |
| NAYS: | Joe Pasanello |

VII. Adjournment

1. Motion to Adjourn

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Susan Edwards, Councilwoman |
| SECONDER: | Steve Shannon, Councilman |
| AYES: | Cole, Morris, Pasanello, Edwards, Leake, Shannon |

Submitted:

Approved:



 Shelley M. Kozlowski, Clerk of the Council



 David Leake, Mayor

Minutes Acceptance: Minutes of May 21, 2018 6:00 PM (Minutes Approval)



TOWN OF HAYMARKET TOWN COUNCIL

SPECIAL MEETING ~ MINUTES ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org>

15000 Washington St
Haymarket, VA 20169

Thursday, June 28, 2018

7:00 PM

Council Chambers

A Special Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 7:00 PM.

Mayor David Leake called the meeting to order.

I. Call to Order

Councilman John Cole: Present, Councilman Chris Morris: Present, Vice Mayor Joe Pasanello: Absent, Councilwoman Susan Edwards: Present, Councilman Connor Leake: Present, Councilman Steve Shannon: Present, Mayor David Leake: Present.

II. Agenda Items

1. Call for Special Meeting

Mayor Leake states that at this Special Meeting, the Town Council will be entering into Closed Session.

2. Entrance into Closed Session

Move to enter into Closed Session permitted by Virginia Code Section 2.2-3711 (A) (1) disciplining of specific public officers, namely a member of Council and Planning Commission members, and to closed session discussion, consultation of legal counsel on specific legal matters requiring advise of counsel specifically the fairgrounds rezoning and special use permits.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Connor Leake, Councilman |
| SECONDER: | Susan Edwards, Councilwoman |
| AYES: | Cole, Morris, Edwards, Leake, Shannon |
| ABSENT: | Joe Pasanello |

3. Certification of Closed Session

Move to certify that to the best of each council member's knowledge only those matters lawfully exempted from open discussion under the provisions of the Virginia Freedom of Information Act and only those items identified in the motion that opened this just recently closed Closed Session were heard or discussed by the Council.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Connor Leake, Councilman |
| SECONDER: | Susan Edwards, Councilwoman |
| AYES: | Cole, Morris, Edwards, Leake, Shannon, Leake |
| ABSENT: | Joe Pasanello |

4. Directives

1. Motion

Councilwoman Edwards moves the following Resolution, the 28th day of June 2018, the *Resolution of Censure*:

WHEREAS, Vice Mayor Pasanello sent an email to James Ivancic on June 14, 2018 that violated the following provisions of the Town Council and Appointed Officials Code of Ethics and Standards of Conduct No. 12 and No.13,

Minutes Acceptance: Minutes of Jun 28, 2018 7:00 PM (Minutes Approval)

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Haymarket that Joseph Pasanello is hereby removed from his office of vice mayor and relieved of all duties and committee assignments, and

BE IT FURTHER RESOLVED that the Town Council formally censures Joseph Pasanello for breaching paragraphs 12 and 13 of the Town Code of Ethics and Standards of Conduct.

Councilman Leake seconds the motion.

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| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Susan Edwards, Councilwoman |
| SECONDER: | Connor Leake, Councilman |
| AYES: | Cole, Morris, Edwards, Leake, Shannon |
| ABSENT: | Joe Pasanello |

2. Motion

Councilman Shannon makes a motion to appoint Chris Morris as Vice Mayor of the Town of Haymarket. Councilman Cole seconds the motion.

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| RESULT: | ADOPTED [4 TO 0] |
| MOVER: | Steve Shannon, Councilman |
| SECONDER: | John Cole, Councilman |
| AYES: | John Cole, Susan Edwards, Connor Leake, Steve Shannon |
| ABSTAIN: | Chris Morris |
| ABSENT: | Joe Pasanello |

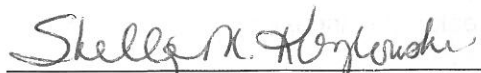
III. Adjournment


1. Motion to Adjourn

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|------------------|---------------------------------------|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | John Cole, Councilman |
| SECONDER: | Connor Leake, Councilman |
| AYES: | Cole, Morris, Edwards, Leake, Shannon |
| ABSENT: | Joe Pasanello |

Submitted:

Approved:


Shelley M. Kozlowski, Clerk of the Council


David Leake, Mayor

Minutes Acceptance: Minutes of Jun 28, 2018 7:00 PM (Minutes Approval)



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ Minutes ~

Shelley M. Kozlowski, Clerk of Council
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, July 2, 2018

7:00 PM

Council Chambers

A Regular Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 7:00 PM.

Mayor David Leake called the meeting to order.

I. Roll Call

Councilwoman Susan Edwards: Present, Councilman Connor Leake: Present, Councilman Steve Shannon: Present, Mayor David Leake: Present, Councilwoman Bond Cavazos: Present, Councilman Robert Day: Present, Councilman Madhusudan Panthi: Absent.

II. Invocation - Joel Andreason, Bishopric Second Counselor of the Haymarket Ward, of the Church of Jesus Christ of Latter-day Saints

Joel Andreason, Bishopric Second Counselor of the Haymarket Ward, of the Church of Jesus Christ of Latter-day Saints gave the evening's Invocation.

III. Pledge of Allegiance

The evening's pledge was lead by Girl Scout troop 5204.

IV. Minutes Approval

1. Mayor and Council - Regular Meeting - Jun 4, 2018 7:00 PM
Councilman Leake makes a motion *to approve the Minutes from the June 4, 2018 meeting*. Councilman Shannon seconds the motion.

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| RESULT: | ACCEPTED [UNANIMOUS] |
| MOVER: | Connor Leake, Councilman |
| SECONDER: | Steve Shannon, Councilman |
| AYES: | Edwards, Leake, Shannon, Cavazos, Day, Panthi |

V. Citizen's Time

Marchant, Naomi and Sierra Schneider, 14811 Rising Sun Lane, addresses the Council to thank the Police Department for participating in the end of the school year "Water Balloon Battle" in the Longstreet Commons neighborhood.

Maureen and Jim Carroll, 6862 Track Court, express their disappointment with the recent censure of Vice Mayor Joe Pasanello and express their gratitude to Mr. and Mrs. Pasanello for their service to the Town.

Dottie Leonard, 14801 Washington Street, shares concerns with the recent censure as well. Thanks Mr. Pasanello, the Mayor and all the Council members, past and present for all of their hard work on behalf of the Town.

VI. Public Hearing - SUP#2018-008 - St. Michael's Academy

Town Planner, Emily Lockhart, states that the public hearing this evening is to permit an educational facility, St. Michael's Academy, in the R-1 district at 6735 Fayette Street. She further adds that they are here to renew their Special Use Permit and with this SUP they will be removing their modular trailer and moving all students into the parish hall. She concludes that their are decreasing the intensity of their current use.

Mayor Leake opens up the public hearing for those who wish to address the Council.

Minutes Acceptance: Minutes of Jul 2, 2018 7:00 PM (Minutes Approval)

St. Michael's Academy's Preschool Administrator, Anita Stevens, addresses the Council. She asks the Council to continue their permit for the modular until December, 2018. She also asks that they be labeled as an educational facility.

With no one else for comment, Mayor Leake closes the public hearing.

1. St. Michael's Academy Public Notice

VII. Haymarket Masonic Lodge No. 313 Community Builder's Award - Charles Wagner, presenter

Members of the Haymarket Masonic Lodge presented the "Community Builder's award to the Town of Haymarket's Police Department.

VIII. Department Reports

1. Police Department Report - Chief Kevin Lands

Chief Lands addresses the dais. He reports that the department held the annual water balloon fight with the children of the Longstreet Commons subdivision. He also reports that they had their recent car show and thanks community liaison officer, Corie O'Neal for putting it together. He further adds that they are currently working on "National Night Out" which is set for August 7. He reports that Officer Davis and the police department held a women's self defense class this month at Next Level Fitness and all donations will be put towards the AEDs. He states that currently they have enough to purchase four. He also reports that they held a safety day at Haymarket Baptist Church Preschool and Kindergarten. He concludes that the new classroom in the back of the police department has been certified by the Department of Criminal Justice Services.

Councilman Leake states that he was at another town meeting for one of the boards and someone commented that they would like to see the current chief do more bike rodeos like the previous chief. He further adds that to his knowledge, the current chief is the only one that has conducted these events since his time on Council. Chief Lands states that is correct and have done four a year since he has been the Haymarket Police Chief.

Councilman Leake also shares concerns with a recent article in the Prince William Times and the comment section stating that we are a "speed trap town" and all we do is spend money on police vehicles. He further adds that he believes the reason why we entered into a lease program for the vehicles was because of the amount of money the Town was spending on the older police cruisers. Chief Lands agrees with that statement and references the comment concerning the tickets that are being written in Town, he states that in June alone, the department has given 100 warnings more than written tickets. The Chief concludes his report stating that although law enforcement is our primary responsibility, community policing and community service is more what we do than law enforcement on a percentage basis.

2. Building Official's Report - Prince William County

Mayor Leakes asks if there are any comments or concerns regarding the Building Official's report.

Councilman Leake asks if there are any complaints?

Ms. Lockhart addresses the questions. She states that there is an applicant that has been through the site plan phasing and granted zoning approval in Town. She further adds that when they went to the County they switched a couple of items on their building plan which was not in conformance with our Zoning Ordinance. She states she did have to notify the County and applicant. She concludes that they are working on the changes but expressed that wish they could work directly with the Town.

Business Manager, Jerry Schiro, states that the County Fire Marshall's office posted two of the buildings across the street.

3. Business and Community Relations Specialist's Report - Denise Andrews

Mayor Leake asks if there are any comments or concerns regarding the Business and Community Relation Specialist's report. There were no comments.

4. Town Planner Report - Emily Lockhart

Ms. Lockhart reports that the Architectural Review Board had a busy month with new projects. She further reports that the Planning Commission met on the 18th and there will be a continuation meeting for the Crossroads' public hearing on July 9th. She reminds the Council that since the regular meeting of the Planning Commission falls on July 4th, it has been rescheduled for Monday, July 9th. She states that the Ice Plex has paved their new parking lot and A Dog's Day Out is moving right along as well. She adds that we have a newly adopted fee schedule and is updated on the website.

5. Town Engineer's Report

Mayor Leakes asks if there are any comments or concerns regarding the Town Engineer's report.

Councilwoman Edwards asks Ms. Lockhart if the Town has received any notification as to when the wall near Chick fil A will be completed by VDOT? Ms. Lockhart states she has tried contacting our VDOT representative concerning the wall but they have not responded.

Councilman Shannon adds that he can assist with getting Ms. Lockhart a point of contact.

6. Treasurer's Report - Roberto Gonzalez

Town Treasurer, Roberto Gonzalez, reports to the Mayor and Council that we are in the "black". He states that he met with Mary Earhart to begin prepping for the annual audit. He adds that we have tentatively scheduled the auditors to come on sight the first week in October. He further adds that Haymarket Day revenue is coming in and will be noted in next month's report. He concludes that he attended the Virginia Association of Treasurer's conference in Roanoke earlier in June.

7. Business Manager's Report - Jerry Schiro

Business Manager, Jerry Schiro, highlights his report stating he assisted with some of the blighted properties in town concerning the Prince William County Fire Marshall's inspections of Payne Lane. He adds that two of the buildings have been condemned and posted. He reports that a letter has been sent to the owner of the property and are waiting for a response. Mr. Schiro reports that he has shown some of the rental space. He states that he worked on some maintenance issues with the Town Hall building as well as some other properties. He concludes that he negotiated a lease renewal with the Copper Cricket.

Mr. Schiro states that there is a resolution as well as a copy of our Town's spending policy before the Council concerning recognizing spending for emergency tree removal. He explains that these were trees that were damaged by the recent wind and rain storms. He states that he procured some bids on the removal of the trees but was waiting for the new fiscal year. However, in light of the fact that we were put on notice by some concerned residents, he conferred with the Mayor and they authorized the tree removal. He states the cost was \$11,000. He adds that the spending policy states that the Town Manager has the authority to spend up to \$10,000 with bids and up to \$25,000 with approval and conferring with the Mayor to take care of a situation that could end up causing additional damage or liability to the Town. He concludes that this resolution before the Council fulfills his responsibility to report that this was done.

The Resolution was made part of the record:

Haymarket Town Council
Resolution #2018-08

RESOLUTION RECOGNIZING SPENDING FOR EMERGENCY TREE REMOVAL

WHEREAS, the Haymarket Town Council adopted "Policies Regarding the Expenditure of Town funds" on July 7, 2014; and

WHEREAS, the said policy establishes the spending limit of appropriated funds at \$10,000 for the Town Manager (Business Manager) and requires the Town Manager to have the appropriate Committee of the Council review and recommend to the Town Council for approval of the expenditure; and,

WHEREAS, the said policy establishes exceptions in instances where "failure of equipment or damage to Town owned property which may lead to further damage or may create a hazardous situation, the Town Manager, with the knowledge and approval of the Mayor, may spend up to \$25,000 for needed repairs..." and,

WHEREAS, numerous trees were damaged in the Haymarket Community Park as a result of a heavy accumulation of rainfall and high winds and the Business Manager was put on notice that the damaged trees created a threat to private property; and

WHEREAS, the Business Manager, with the approval of the Mayor, authorized the damaged trees to be removed from the park at a cost of \$11,000.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Haymarket, Virginia meeting in regular session this 2nd day of July 2018 recognizes that the aforementioned spending was in compliance with the exception to the spending policy as outlined above.

BY ORDER OF THE HAYMARKET TOWN COUNCIL
Done this 2nd day of July 2018

8. Motion

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|------------------|---------------------------------------|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Susan Edwards, Councilwoman |
| SECONDER: | Steve Shannon, Councilman |
| AYES: | Edwards, Leake, Shannon, Cavazos, Day |
| ABSENT: | Madhusudan Panthi |

IX. Action Items

1. Resolution #2018-05

The Resolution was incorrectly numbered. It was changed to Resolution #2018-06, Resolution to reduce the size of the Haymarket Planning Commission to Five Members.

Councilman Leake makes a motion to approve Resolution #2018-06. Councilwoman Edwards seconds the motion.

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|------------------|---------------------------------------|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Susan Edwards, Councilwoman |
| SECONDER: | Connor Leake, Councilman |
| AYES: | Edwards, Leake, Shannon, Cavazos, Day |
| ABSENT: | Madhusudan Panthi |

2. Motion

Councilman Leake makes a motion to approve Resolution #2018-07, Resolution to reduce the size of the Haymarket Architectural Review Board. Councilman Day seconds the motion.

The Resolution was made part of the record:

Haymarket Town Council Resolution #2018-07

RESOLUTION TO REDUCE THE SIZE OF THE HAYMARKET ARCHITECTURAL REVIEW BOARD

WHEREAS, Secion 58-14.6, of the Haymarket Town Code establishes an Architectural Review Board for the purpose of making effective the provisions of Article XIV of said Code, and

WHEREAS, the board shall consist of up to seven members, but not fewer than five, appointed by the Town Council; and

WHEREAS, the Architectural Review Board membership now consists of seven members; and

WHEREAS, it is the desire of the Haymarket Town Council to reduce the Architectural Review Board Membership to five.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Haymarket, Virginia meeting in regular session this 2nd day of July 2018 that the Haymarket Architectural Review Board shall now consist of five Appointed Members.

BY ORDER OF THE HAYMARKET TOWN COUNCIL

Done this 2nd day of July 2018

| | |
|------------------|---------------------------------------|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Connor Leake, Councilman |
| SECONDER: | Robert Day, Councilman |
| AYES: | Edwards, Leake, Shannon, Cavazos, Day |
| ABSENT: | Madhusudan Panthi |

3. Saint Michael's Academy Special Use Permit

Ms. Lockhart highlighted the Special Use Permit application. Ms. Lockhart made a recommendation for approval with the following conditions that the Planning Commission already set forth.

Councilman Leake shares concerns with the safety of the children and teachers wandering onto the Payne Lane property. Mayor Leake states that this has been discussed with them.

Councilwoman Edwards makes a motion to approve SUP#2018-008, St. Michael's Academy, with the following conditions. (1) That the number of children is limited to number permitted by the occupancy permit. (2) That the modular trailer is to be removed by December 31, 2018. (3) Parking and traffic shall follow the pre-approved plan and if anything changes or is altered, the applicant must return to the Town Planner for an amendment to the Special Use Permit and this SUP will be ineffective indefinitely. The motion is seconded by Councilman Shannon.

| | |
|------------------|---------------------------------------|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Susan Edwards, Councilwoman |
| SECONDER: | Steve Shannon, Councilman |
| AYES: | Edwards, Leake, Shannon, Cavazos, Day |
| ABSENT: | Madhusudan Panthi |

X. Updates

1. Planning Commission

Councilman Shannon states that he was not at the last meeting, however, after a briefing with Ms. Lockhart he states that they will have another continuation meeting on July 9th. He states that the traffic analysis for Crossroads Village was approved. He concludes there was a closed session and work session to prep the Comp. Plan as well.

2. Architectural Review Board

Councilwoman Edwards states that the ARB has been very busy. She states that they had a work session with the architects from the Meladon group. She continues stating that the house design plans for the 3 lots on Fayette Street. She concludes that McDonald's came to the last meeting with generic renderings for the existing building. She explains that the plans were too modern for the town and the representative will take the boards comments back to corporate and they will be back in August.

XI. Closed Session

1. Enter into Closed Session

Move that the Council convene in closed session to discuss the following as permitted by Virginia Code section 2.2-3711 (A) (1), personnel matters involving appointments of particular

Minutes Acceptance: Minutes of Jul 2, 2018 7:00 PM (Minutes Approval)

officers and employees specifically the Planning Commission and Architectural Review Board and the personnel matters involving town staff.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Connor Leake, Councilman
SECONDER: Steve Shannon, Councilman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

2. Certification of Closed Session

Move that the Council certify that in the closed session just concluded, nothing was discussed except the matter or matters ones specifically identified in the motion to convene in closed session and to lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that motion.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Connor Leake, Councilman
SECONDER: Susan Edwards, Councilwoman
AYES: Edwards, Leake, Shannon, Leake, Cavazos, Day
ABSENT: Madhusudan Panthi

XII. Appointments

1. Motion

The Mayor opens the floor for nominations for Vice Mayor. Councilman Shannon *moves that the Haymarket Town Council appoint Councilwoman Susan Edwards as Vice Mayor of the Town of Haymarket.* Councilwoman Cavazos seconds the motion. Mayor Leake asks if there is any discussion on the motion. There were no additional nominations.

RESULT: ADOPTED [4 TO 0]
MOVER: Steve Shannon, Councilman
SECONDER: Bond Cavazos, Councilwoman
AYES: Connor Leake, Steve Shannon, Bond Cavazos, Robert Day
ABSTAIN: Susan Edwards
ABSENT: Madhusudan Panthi

2. Motion

The Mayor opens the floor for nominations for Liaison to the Planning Commission. Councilman Leake *moves that the Haymarket Town Council appoint Councilman Steve Shannon as Liaison to the Haymarket Planning Commission.* Councilwoman Cavazos seconds the motion. There were no additional nominations.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Connor Leake, Councilman
SECONDER: Bond Cavazos, Councilwoman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

3. Motion

The Mayor opens the floor for nominations for Liaison to the Architectural Review Board. Councilwoman Edwards *moves to appoint Councilwoman Bond Cavazos as Liaison to the Architectural Review Board.* Councilman Leake seconds the motion. There were no additional nominations.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Susan Edwards, Councilwoman
SECONDER: Connor Leake, Councilman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

4. Motion

The Mayor opens the floor for nominations for two seats on the Haymarket Planning Commission. Councilman Leake *moves to reappoint Matt Caudle as a member of the Haymarket Planning Commission for the term of July 2, 2018 - June 30, 2022.* Vice Mayor Edwards seconds the motion.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Connor Leake, Councilman
SECONDER: Susan Edwards, Councilwoman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

5. Motion

Councilman Shannon *moves to appoint Anthony Glen James, Jr. as a member of the Haymarket Planning Commission for the term of July 2, 2018 - June 30, 2021.* Councilman Leake seconds the motion. There were no additional nominations.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Steve Shannon, Councilman
SECONDER: Connor Leake, Councilman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

6. Motion

The Mayor opens the floor for nominations for the Haymarket Architectural Review Board. Vice Mayor Edwards *makes a motion to appoint Marchant Schneider as a member to the Haymarket Architectural Review Board for the unexpired term of November 3, 2014 - November 3, 2018.* Councilman Shannon seconds the motion. There were no additional nominations.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Susan Edwards, Councilwoman
SECONDER: Steve Shannon, Councilman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

XIII. Dissolution of Position

Councilman Leake makes a motion *to eliminate the position of Business and Community Relation Specialist effective today and paid 2 weeks severance.* Councilman Shannon seconds the motion.

1. Motion

RESULT: ADOPTED [UNANIMOUS]
MOVER: Connor Leake, Councilman
SECONDER: Steve Shannon, Councilman
AYES: Edwards, Leake, Shannon, Cavazos, Day
ABSENT: Madhusudan Panthi

XIV. Councilmember Time

1. Steve Shannon

Councilman Shannon states that he is super proud of being part of this Town and proud to serve on this Town Council. He thanks the prior Council that he had the honor to serve with and

appreciates their work as well as the work of the Planning Commission. He expresses how proud he is of our police department. He congratulates and welcomes the new Council members. Councilman Shannon concludes stating that he looks forward to the next 2 years and truly believes that we will carry on the great things that the previous Council has carried.

2. Connor Leake

Councilman Leake touches on a few comments that he has heard around the town. He states that all of our email addresses are on the Town website if anyone would like to reach out to members of Council. Referencing some of the older buildings in town, he reaffirms that the Town does have a blight ordinance in place and Ms. Lockhart, our Zoning Administrator, has been working very diligently and has put a lot of time and effort into executing it. He also states in regards to our Zoning Ordinance, the Town doesn't just magically choose where they want things to go. He further adds that the property owners have a by-right use of their property and they have a right to develop on their land per our Zoning Ordinance. He continues that our Zoning Ordinance is made up from our Planning Commission and we did a full Zoning Ordinance rewrite just last year and passed it in the June/July time frame. He concludes that there are steps and a process we follow. Councilman Leake states that the Town has done quite a bit of restoration to town owned buildings. He adds that we need to lead by example, we can't ask our residents to keep up their properties if the Town does not. He concludes his Council member time by thanking the previous Council, the staff and police department as well as welcomes the new Council.

3. Susan Edwards

Vice Mayor Edwards states that she is happy that the new Council members are here and excited about the next 2 years. She thanks the staff, police department and residents for all of their support.

4. Bond Cavazos

Councilwoman Cavazos states that she is so glad that they found their house in Haymarket. She feels that we have such a special place here. She concludes that she is honored and proud to serve our community.

5. Robert Day

No comment.

6. Madhu Panthi

Absent

7. David Leake

Mayor Leake expresses what a special Town we have and when we look at our tag line "everyone's hometown" we do embrace the residents of Dominion Valley, Piedmont, Parks of Piedmont, Somerset, Heritage Hunt and other areas because they truly help make this Town what it is.

XV. Adjournment

1. Motion to Adjourn

| | |
|------------------|---------------------------------------|
| RESULT: | ADOPTED [UNANIMOUS] |
| MOVER: | Connor Leake, Councilman |
| SECONDER: | Steve Shannon, Councilman |
| AYES: | Edwards, Leake, Shannon, Cavazos, Day |
| ABSENT: | Madhusudan Panthi |

Submitted:

Approved:

Shelley M. Kozlowski, Clerk of the Council

David Leake, Mayor

Update

From: "Powerline@dominionenergy.com" <Powerline@dominionenergy.com>

Date: July 30, 2018 at 1:46:32 PM EDT

Subject: Project Update: Haymarket Transmission Project, I-66 Hybrid Route Approved

On Thursday, July 26, 2018, the Virginia State Corporation Commission issued its final order approving the Haymarket transmission project and including it in the underground pilot program, as outlined in the Grid Transformation and Securities Act of 2018*. Their decision moves us one step closer to meeting the growing energy demands in western Prince William County. This represents another milestone that took thoughtful and patient hard work by all involved. We appreciate the collaborative effort it took to find a solution. Our focus is to complete this project in a courteous and respectful manner for the benefit of the region.

We are still a fair ways out from starting construction. Now that we have a final order, we will work in earnest to finalize our design and construction plans. As we move through the next steps in the process, we will continue to keep the community aware of our activities.

We will continue to keep you informed as developments occur. For project information and updates, please visit <https://dominionenergy.com/haymarket>

For general information regarding construction-related activities, please visit www.dominionenergy.com/virtualopenhouse

As always, we appreciate the community's patience and continued involvement in this project.

Thank you,

Greg Mathe
Dominion Energy Electric Transmission Communications

*The Grid Transformation and Securities Act of 2018 included a section establishing an electric transmission underground pilot program, which we supported. The legislation was signed into law on March 9, 2018 and went into effect July 1, 2018.



Haymarket Town Council
Resolution #2018-09

A RESOLUTION OF SUPPORT FOR PRINCE WILLIAM COUNTY TO APPLY FOR STATE FUNDING THROUGH THE COMMONWEALTH TRANSPORTATION BOARD'S SMART SCALE PROGRAM TO DESIGN AND CONSTRUCT A FOUR LANE ROADWAY AND RAILROAD OVERPASS ON JAMES MADISON HIGHWAY, ROUTE 15

WHEREAS, in April 2014, the General Assembly passed House Bill 2, now called Smart Scale, which as amended, is currently codified at Section 33.2-214.1 VA Code Ann., and is a statewide prioritization process for projects funded by the Commonwealth Transportation Board (CTB); and

WHEREAS, the process evaluates and scores transportation projects based on safety, congestion mitigation, environmental quality, accessibility, economic development and land use. The evaluation process is a requirement in order for projects to receive state funding; and

WHEREAS, the Prince William County Department of Transportation and Virginia Department of Transportation staff have identified constructing a Railroad Overpass on Route 15 adjacent to the Town of Haymarket as a project for submission to the Commonwealth for Smart Scale evaluation; and

WHEREAS, Prince William Board of County Supervisors approved Resolution 18-405, a resolution endorsing and authorizing submission of final applications for state funding through CTB's Smart Scale Program, including the Railroad Overpass on Route 15, at its July 10, 2018 meeting; and

WHEREAS, the Virginia Department of Transportation has recently widened James Madison Highway, Route 15, to four lanes north of the railroad tracks as part of the I-66/Rte 15 Interchange Project; and

WHEREAS, a private developer has widened James Madison Highway, Route 15, to the south of the railroad; and

WHEREAS, the two-lane section of James Madison Highway, Route 15, currently acts as a choke point; and

WHEREAS, there are significant traffic delays on James Madison Highway, Route 15, when the railroad crossing is activated; and

WHEREAS, a grade separated intersection between pedestrian/vehicular traffic and railroad traffic is safer for pedestrians, vehicles and trains than an at-grade intersection; and

WHEREAS, the increase in automobile traffic in the region has led to other safety measures at railroad crossings, including the construction of a railroad overpass at the Gainesville Route 29 crossing; and

WHEREAS, if the project is funded, it is the intent of Prince William County and the Virginia Department of Transportation to work with the Town of Haymarket on the details of the project during the design phase;

NOW, THEREFORE, BE IT RESOLVED that the Town of Haymarket supports the Prince William County submission for Smart Scale funding to design and construct a four lane roadway and railroad overpass on James Madison Highway, Route 15.

By Order of the Haymarket Town Council

Done this 6th day of August 2018

Motioned by:

Seconded by:

Ayes:

Nays:

Abstain:

Absent:



**HAYMARKET POLICE
DEPARTMENT**



To: Jerry Schiro, Mayor Leake and Council Members
 From: Chief Lands
 Date: 7-15-2018
 Subject: Monthly Report for July 2018

| | | |
|-------------------------------|------|---|
| Felony Arrests | 2 | Poss. of Cocaine, Hit and Run, Larceny, etc. |
| Misdemeanor Arrests | 14 | DUI, Refusal, Wanted, Poss. of Marijuana, etc. |
| In Town Calls for Service | 1881 | Various |
| Out of Town Calls for Service | 34 | Various |
| Traffic Summons | 94 | Speeding, Suspended, Reckless, Equipment Violations |
| Traffic Warnings | 266 | Speeding, Taillight, Stop Sign etc. |
| Traffic Accidents | 7 | If Injuries – Transported to Hospital |
| House Checks | 2 | Residents who were out of town |
| Business Checks | 496 | All Town Businesses |

Points of Interest:

Lip-sync Video
 National Night Out

Officer Highlights:

Attachment: Monthly Council Report July 18 (3693 : Police Department - Chief Lands)

Engineer's Report -6/23/18 thru 7/25/18

| Task | Assigned To | Date Task Started | Last worked on | Action Needed By | Estimated End Date | Actual End Date | Comments |
|--|-------------|-------------------|----------------|---------------------|--------------------|-----------------|--|
| Active Projects | | | | | | | |
| 6675 Fayette Street | Katie/Emily | 6/6/2018 | 7/11/2018 | Katie/Emily | 8/20/2018 | | -Plan second submission received 7/10. Applicant shooting for plan approval at August PC Meeting |
| Crossroads Village | Staff | 11/29/2017 | 5/21/2018 | Planning Commission | | | -Applicant met with Town to discuss proposed layout and uses 11/29 -Town signed off on TIA scope 3/8. Town reviewed TIA 4/18. VDOT accepted TIA 6/19 |
| Pedestrian Improvements Project | Katie | 7/14/2014 | 4/25/2018 | RDA/Town/VDOT | | | -RDA submitted final construction plans, quantities and cost estimate to VDOT -Funding deficit of \$143,500 to be covered by Town. VDOT submitted application for funding assistance through Pedestrian/Bike Safety (BPS) Program. BPS Funding application approved. VDOT transferring funds to fully fund project for advertisement. -christopher consultants to provide CA services under current contract |
| Haymarket Town Center Final Site Plan | Katie/Emily | 9/8/2016 | 5/11/2018 | RDA | | | -RDA submitted Final Site Plan for review/approval. All agency comments have been provided to RDA. RDA preparing to resubmit |
| Alexandra's Keep Landscaping, E&S and Performance Bond Release | Katie | N/A | 7/24/2018 | Applicant/Katie | N/A | | -Landscape/E&S Bonds released 8/7 -As-Built survey approved. -Applicant/Dominion have completed street lights installation and will need to transfer meter to turn over to Town for ownership/maintenance for performance bond release. |
| Sherwood Forest Bond Release | Katie | N/A | 11/29/2017 | Applicant | | | -As-builts approved 11/15. -Landscaping and E&S Bond released. -Applicant must finish Street Acceptance Process with VDOT before bringing Town Council Resolution for Street Acceptance. After this is complete, the Performance Bond will be brought to Council to be released. |
| QBE Final Site Plan | Emily | 1/20/2017 | 6/7/2018 | Applicant | | | -Approved by Planning Commission 6/7/17. Site Plan approval notification letter sent 7/18/17 -Bonds to be provided prior to construction -Town Attorney accepted deeds/plats per 2nd submission -Town met with Applicant 6/7/18 to discuss phasing of maintenance improvements related to Site Plan and will submit sketches |
| Dog's Day Out Final Site Plan | Emily | 12/13/2016 | 6/12/2018 | Applicant | | | -Approved by Planning Commission 7/5. Site plan approval notification letter sent 7/18 -Applicant provided revised site plan per building height. Plan has been approved/signed -Applicant provided revised sheet per PWC Building Official comments |

Attachment: July 2018 TC Engineer's Reports_KMM (3694 : Engineer's Report - Katie McDaniel)

DEVELOPMENT SERVICES - BUILDING DEVELOPMENT

Town of Haymarket - Permit Report
August 2018

| Main Address | Description | Permit Type | Issue Date | Finalize Date | S.F. | Valuation |
|----------------------------|---|------------------------|------------|---------------|----------|-----------------------|
| 6813 COACH WAY | 16' 11 1/8" X 16' OPEN DECK WITH STAIRS | Building | 07/06/2018 | | 292.00 | \$13,000.00 |
| 6680 FAYETTE ST | RETAINING WALL #1 - 5'6" | Building | | | 0.00 | \$15,450.00 |
| 6680 FAYETTE ST | NEW TWO STORY BUILDING IN THE TOWN OF HAYMARKET INCLUDES CARETAKER RESIDENCE SECOND FLOOR | Building | | | 6,039.00 | \$1,200,000.00 |
| 6680 FAYETTE ST | NEW TWO STORY BUILDING IN THE TOWN OF HAYMARKET INCLUDES CARETAKER RESIDENCE SECOND FLOOR | Gas | | | 6,039.00 | \$1,200,000.00 |
| 6680 FAYETTE ST | NEW TWO STORY BUILDING IN THE TOWN OF HAYMARKET INCLUDES CARETAKER RESIDENCE SECOND FLOOR | Mechanical | | | 6,039.00 | \$1,200,000.00 |
| 15009 GOSSOM MANOR PL | FINISHED BASEMENT TO INCLUDE, NEW MEDIA ROOM, NEW FAMILY ROOM, NEW FULL BATHROOM, FINISHED STORAGE AND UNFINISHED MECHANICAL ROOM (NEWLY ENCLOSED). | Plumbing | | | 6,039.00 | \$1,200,000.00 |
| 15009 GOSSOM MANOR PL | FINISHED BASEMENT TO INCLUDE, NEW MEDIA ROOM, NEW FAMILY ROOM, NEW FULL BATHROOM, FINISHED STORAGE AND UNFINISHED MECHANICAL ROOM (NEWLY ENCLOSED). | Building | 04/16/2018 | | 988.00 | \$10,000.00 |
| 15009 GOSSOM MANOR PL | FINISHED BASEMENT TO INCLUDE, NEW MEDIA ROOM, NEW FAMILY ROOM, NEW FULL BATHROOM, FINISHED STORAGE AND UNFINISHED MECHANICAL ROOM (NEWLY ENCLOSED). | Electrical | 04/16/2018 | | 988.00 | \$10,000.00 |
| 6795 JEFFERSON ST | REPLACE EXISTING FIREPLACE WITH NEW INSERT | Plumbing | 04/16/2018 | | 988.00 | \$10,000.00 |
| 6896 JOCKEY CLUB LN | NON STRUCTURAL KITCHEN REMODEL **TOWN OF HAYMARKET TAKE OVER PERMIT** | Mechanical | 12/06/2017 | | 4,000.00 | \$1,000.00 |
| 6896 JOCKEY CLUB LN | NON STRUCTURAL KITCHEN REMODEL **TOWN OF HAYMARKET TAKE OVER PERMIT** | Electrical | 02/02/2018 | | 128.00 | \$15,000.00 |
| 6901 JOCKEY CLUB LN | KITCHEN REMODEL | Mechanical | 02/02/2018 | | 128.00 | \$15,000.00 |
| 6901 JOCKEY CLUB LN | RELOCATE PIPES AND SUPPLY WASTE | Electrical | 05/18/2018 | | 0.00 | \$1,250.00 |
| 6711 LEA BERRY WAY | ONE FOR ONE REPLACEMENT OF FLOW SWITCH | Plumbing | 05/18/2018 | | 0.00 | \$500.00 |
| 6760 MADISON ST | COMPLETE INTERIOR REMODEL THROUGHOUT EXISTING SFD TO INCLUDE NEW INSULATION/REWIRE/REPLUMBING. | Fire Protection Permit | 02/06/2018 | | 0.00 | \$550.00 |
| 6760 MADISON ST | 28' 4" x 25' 6" TWO STORY REAR ADDITION *MECHANICAL WORK DONE ON MAIN PERMIT AND COVERS THE ADDITION* | Building | 03/02/2018 | | 1,136.00 | \$31,800.00 |
| 6760 MADISON ST | COMPLETE INTERIOR REMODEL THROUGHOUT EXISTING SFD TO INCLUDE NEW INSULATION/REWIRE/REPLUMBING. | Building | 03/02/2018 | | 722.00 | \$31,800.00 |
| 6760 MADISON ST | 28' 4" x 25' 6" TWO STORY REAR ADDITION | Electrical | 03/02/2018 | | 1,136.00 | \$15,000.00 |
| 6760 MADISON ST | COMPLETE INTERIOR REMODEL THROUGHOUT EXISTING SFD TO INCLUDE NEW INSULATION/REWIRE/REPLUMBING. | Electrical | 03/02/2018 | | 722.00 | \$31,800.00 |
| 6760 MADISON ST | COMPLETE INTERIOR REMODEL THROUGHOUT EXISTING SFD TO INCLUDE NEW INSULATION/REWIRE/REPLUMBING. | Mechanical | 03/02/2018 | | 1,136.00 | \$31,800.00 |
| 6760 MADISON ST | 28' 4" x 25' 6" TWO STORY REAR ADDITION | Plumbing | 03/02/2018 | | 1,136.00 | \$16,800.00 |
| 14925 SOUTHERN CROSSING ST | FINISH BASEMENT (EXISTING EGRESS) WETBAR AND DRYWALL WORK - NO ADDITIONAL BEDROOMS AND NON STRUCTURAL WORK TO BE DONE | Plumbing | 03/02/2018 | | 722.00 | \$6,000.00 |
| 14925 SOUTHERN CROSSING ST | FINISH BASEMENT (EXISTING EGRESS) WETBAR AND DRYWALL WORK - NO ADDITIONAL BEDROOMS AND NON STRUCTURAL WORK TO BE DONE | Electrical | 02/21/2018 | | 63.00 | \$300.00 |
| 15100 WASHINGTON ST | 1 - NON-ILLUMINATED WALL SIGN (SUITE 104 - ADDRESS NOT IN SYSTEM) | Building | 02/21/2018 | | 63.00 | \$500.00 |
| 15100 WASHINGTON ST | COMMERCIAL WALL SIGN - NONILLUMINATED | Building | | | 0.00 | \$500.00 |
| 15180 WASHINGTON ST | EXTERNALLY-ILLUMINATED FREESTANDING SIGN FOR - "CHICK-FIL-A" (3'10" X 3'1") | Building | 05/25/2018 | 07/10/2018 | 107.00 | \$2,400.00 |
| | | Building | 07/11/2018 | | 12.00 | \$7,500.00 |
| | | | | | | <u>\$3,867,950.00</u> |

END OF REPORT

Havmarket Town Council
August 6 2018

Attachment: Building Permit Report (3714 : Building Official's Report - Prince William County)

Town Planner
Task List July 2018

| Task | Street Name/Project Name | Assigned To: | Date Task Started: | Last Worked On: | Action Needed By: | Anticipated End Date: | Actual End Date: | Comments: |
|--|-----------------------------|--------------|--------------------|-----------------|-------------------|-----------------------|------------------|---|
| Architectural Review Board | | | | | | | | |
| Little Free Library | Museum Courtyard | | | 7/18/2018 | | | 7/18/2018 | ARB has requested to leave the structure as is. No additional lettering is required |
| Veteran Banners | Eagle Scout Project: Justin | | | 7/18/2018 | | | | Prospective Eagle Scout Justin, has introduced himself to the ARB and presented the idea for Veteran Banners. The ARB gave some feedback and will continue to work with the applicant in the coming months |
| Work Session for the ARB Guidelines & Sign | | | | 7/18/2018 | | | | The Planner has requested an ARB work session to discuss the ARB Guidelines, updates and a progress check on the Town Signs. ARB has asked to push the work session until the Fall timeframe in order to have additional members present. |

Board of Zoning Appeals
No Activity for July 2018

| Planning Commission | | | | | | | | |
|------------------------------------|----------------------------|----------------|-----------|-----------|-------------------------|--|--|--|
| Fayette Street Single Family Homes | 6675 Fayette Street | Emily/Katie | | 7/30/2018 | | | | Applicant has submitted site plans for review. Town Engineer has sent back additional comments since the July Planning Commission Meeting, Planner is working with the applicant to address the comments. |
| Verizon Wireless | 6736 Madison Street | Emily | | 7/30/2018 | | | | Applicant has applied for a Zoning Permit to place an unmanned equipment shelter on the property. The shelter will be placed in the first few parking spaces and is able to be relocated. The application was approved by the planning commission and will need approval from the ARB |
| A Dog's Day Out | 6680 Fayette Street | Emily Lockhart | 9/6/2017 | 7/27/2018 | | | | Applicant's are still working on the general site work. Applicants have gone to the County for permit process. Awaiting the issuance of the permits |
| Diner | 6606 James Madison Highway | Emily/Katie | | | | | | Working on the review of preliminary site plans |
| Crossroads Village Center | 15150 Washington Street | Emily/Katie | Fall 2017 | 7/27/2018 | Awaiting Public Hearing | | | The Planning Commission voted on July 16th to forward ALL Crossroads Village Center applications to the Town Council with a recommendation for approval on ALL of them. No additional conditions were applied to the applications. The Town Attorney has recommended an additional public hearing for the application to be held on August 6, 2018 at 6:30pm |

Prince William County (1 Mile Review)

The Town has been contacted by the County for a letter of support and a resolution for the 4-Lane Bridge project on Route 15. The first concept presented to the Town shows the properties located off of Route 15 losing all access from the road. Thus the customers/visitors would need to cut through the Lea Berry Property to circle back to the properties or use a small access road, depending on which direction the traveler is coming from. The updated version of the concept map shows the access will remain on Kapp Valley Way. PWC is looking for a letter of support or resolution for their application for funding.

No Activity for PWC 1 Mile Review July 2018

| Staff | | | | | | | | |
|--------------------------|-------------------------|-------|--|-----------|--|--|--|---|
| Boundary Line Adjustment | 6564 Jefferson Street | Emily | | 7/27/2018 | | | | Resident has finalized the plats for the Boundary Line Adjustment, awaiting the deed for final approval. |
| Funeral Home SUP | 14901 Washington Street | Emily | | 7/25/2018 | | | | Working with an interested business owner regarding a property in Town and a potential SUP application for a funeral home. Discussing several concerns regarding the traffic and parking on site. Applicant is working on prepping a Special Use Permit application. Applicant has requested a Zoning Determination |

Attachment: July TC Planner Report (3704 : Planner's Report - Emily Lockhart)

| | | | | | |
|-----------------------------------|---------------------------------|----------------|------------|-----------|--|
| Demolition/ NEW BUILD Application | 6810 Jefferson Street | Emily Lockhart | 11/20/2017 | 7/30/2018 | Applicant has submitted plans for a BLA/Subdivision. Town Engineer and Planner Reviewing |
| Website | | | | 7/30/2018 | Working with Team AHA on updates to our New Website. Looking to go live on August 31, 2018. Working in house with Staff on necessary changes and updates |
| Haymarket Day | | | | 7/30/2018 | Accepting and processing applications, held two events meetings, making progress on the layout and logistics. Next Event's Meeting will be August 8th at 11:00 ar |
| Zoning Violations | | | | | |
| Blight Ordinance | Payne Lane | Emily Lockhart | 2/21/2018 | 7/27/2018 | Blight Ordinance letter has been mailed, response has been received, working with the property owner to remedy the issues. Scheduled a pre-application meeting with an interested developer. Also working with new developer on the requirements for demolish permits |
| Blight Ordinance | 14881 & 14891 Washington Street | Emily Lockhart | | 7/25/2018 | Met with a current tenant on the property to discuss some of the maintenance issues pertaining to her business/portion of the property. Notified the tenant of my intent to address the issues in a friendly manner and my intent to contact the property owner regarding the status of the properties. Following back up with the tenant first week of August |
| Blight Ordinance | 14941 Washington Street | Emily Lockhart | | | Firehouse & Bungalow: In contact with the realtor representing the properties, scheduled a meeting on August 1 for discussion |
| Tree Debris | 6701 Hunting Path Road | Emily Lockhart | | 7/30/2018 | Issued Violation letters to the property owner to clean tree debris, debris has not been removed as of 7/27/2018. Will take further action on the property |
| Tree Debris | 6700 Hunting Path Road | Emily Lockhart | | | Issued Violation letters to the property owner to clean the tree debris on the property as well as other trash. Owner has remedied the situation. |

Attachment: July TC Planner Report (3704 : Planner's Report - Emily Lockhart)



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

Roberto Gonzalez
Town Treasurer

TREASURER'S REPORT
TOWN COUNCIL REGULAR MEETING
August 6, 2018

Highlights:

- The financials attached are as of June 30st 2018
- As you review these reports, we are still receiving some revenues and expenditures for Fiscal Year 2017-2018. These Revenue and Expenditures reflect services that were provided during the month of June.
- As of right now our Revenues ended at 85%, while our Expenditures ended at 79%.
- We have begun to collect Haymarket Day applications and have assisted the events committee with the event set up.
- Continue working on preparation with Mary Earhart to prepare for our annual audit.

Town of Haymarket
Statement of Net Position
As of June 30, 2018

| | Jun 30, 18 |
|---|---------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 10000 · Cash & Cash Equivalents | 1,240,083.56 |
| 11000 · CD's & Money Market Funds | 365,967.54 |
| 11010 · Virginia Investment Pool | 305,185.13 |
| Total Checking/Savings | 1,911,236.23 |
| Accounts Receivable | |
| 12000 · Accounts Receivable | 106,187.99 |
| 12010 · A/R Permits | -75.41 |
| 12020 · Delinquent Real Estate | 3,204.90 |
| 12021 · Taxes Receivable - RE 2016 | 1,688.71 |
| Total Accounts Receivable | 111,006.19 |
| Other Current Assets | |
| 11499 · Undeposited Funds | 17,367.04 |
| 12012 · Local Accounts Receivable-Other | 62,452.99 |
| 12025 · Due from Prince William County | 17,952.65 |
| 12030 · Due from Commonwealth | 9,205.51 |
| 12099 · Allowance for Doubtful Accounts | -103,775.64 |
| Total Other Current Assets | 3,202.55 |
| Total Current Assets | 2,025,444.97 |
| Fixed Assets | |
| 12500 · General Property | 4,558,780.72 |
| 12600 · Rental Property | 1,401,944.03 |
| Total Fixed Assets | 5,960,724.75 |
| Other Assets | |
| 19000 · Net Pension Asset | 104,015.00 |
| 19100 · Deferred Outflow - Pension Cont | 61,313.45 |
| Total Other Assets | 165,328.45 |
| TOTAL ASSETS | 8,151,498.17 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 · Accounts Payable | 39,216.39 |
| Total Accounts Payable | 39,216.39 |
| Credit Cards | |
| 20040 · Town Credit Card | -985.22 |
| Total Credit Cards | -985.22 |
| Other Current Liabilities | |
| 20095 · Deferred Revenue - Events | 29,675.00 |
| 20096 · Deferred Revenue - Other | 11,115.72 |
| 21000 · Payroll Liabilities | -5,214.43 |
| 22000 · Security Deposits | 14,050.42 |
| 22010 · Escrow Deposits | 322,624.04 |
| Total Other Current Liabilities | 372,250.75 |
| Total Current Liabilities | 410,481.92 |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

Town of Haymarket
Statement of Net Position
As of June 30, 2018

| | Jun 30, 18 |
|---|---------------------|
| Long Term Liabilities | |
| 20080 · Accrued Interest Payable | 13,055.91 |
| 23000 · Accrued Leave | 28,242.54 |
| 25000 · General Obligation Bonds | 1,373,630.95 |
| 29100 · Deferred Inflow - Pension Msmnt | 34,420.00 |
| Total Long Term Liabilities | 1,449,349.40 |
| Total Liabilities | 1,859,831.32 |
| Equity | |
| 34000 · Net Pension Activity Offset | 130,908.45 |
| 30000 · Unrestricted Net Assets | 1,415,669.31 |
| 31000 · Restricted Net Assets | 6,000.00 |
| 32000 · Investment in Capital Assets | 5,960,724.75 |
| 33000 · Amt Long Term Obligations | -1,414,929.40 |
| Net Income | 193,293.74 |
| Total Equity | 6,291,666.85 |
| TOTAL LIABILITIES & EQUITY | 8,151,498.17 |

Town of Haymarket
Statement of Revenue & Expenditures for Month
 June 2018

| | Jun 18 |
|---|-----------|
| Ordinary Income/Expense | |
| Income | |
| 3120 · OTHER LOCAL TAXES | |
| Business License Tax | 10,316.90 |
| Cigarette Tax | 2,394.82 |
| Consumer Utility Tax | 2,475.38 |
| Meals Tax - Current | 70,919.55 |
| Sales Tax Receipts | -1,615.19 |
| Penalties (Non-Property) | 1,104.06 |
| Interest (Non-Property) | 107.56 |
| Total 3120 · OTHER LOCAL TAXES | 85,703.08 |
| 3130 · PERMITS,FEES & LICENSESES | |
| Application Fees | 675.00 |
| Inspection Fees | 1,500.00 |
| Motor Vehicle Licenses | 90.00 |
| Other Planning & Permits | 500.00 |
| Total 3130 · PERMITS,FEES & LICENSESES | 2,765.00 |
| 3140 · FINES & FORFEITURES | |
| Fines | 4,150.86 |
| Total 3140 · FINES & FORFEITURES | 4,150.86 |
| 3150 · REVENUE - USE OF MONEY | |
| Interest on Bank Deposit | 118.04 |
| Interest on Bank Deposits | 1,362.70 |
| Total 3150 · REVENUE - USE OF MONEY | 1,480.74 |
| 3151 · RENTAL (USE OF PROPERTY) | |
| Suite 110 Rental Income | 1,999.18 |
| 315125 · Suite 204 MAC-ISA | 420.00 |
| 315150 · 15020 Washington Realty | 3,559.83 |
| 315155 · 15026 Copper Cricket | 0.00 |
| 315160 · The Very Thing For Her | 2,810.00 |
| 3151 · RENTAL (USE OF PROPERTY) - Other | -365.85 |
| Total 3151 · RENTAL (USE OF PROPERTY) | 8,423.16 |
| 3160 · CHARGES FOR SERVICES | |
| Public Safety | |
| Donation/Grants | 0.00 |
| Total Public Safety | 0.00 |
| Total 3160 · CHARGES FOR SERVICES | 0.00 |
| 3165 · REVENUE - TOWN EVENTS | |
| Revenue - Town Events | -1,475.00 |
| Total 3165 · REVENUE - TOWN EVENTS | -1,475.00 |
| 3180 · MISCELLANEOUS | |
| Miscellaneous | 18.00 |
| Total 3180 · MISCELLANEOUS | 18.00 |
| 32 · REVENUE FROM COMMONWEALTH | |
| VDOT Grant Revenue | 581.85 |
| 599 Law Enforcement Grant | 7,320.00 |
| Car Rental Reimbursement | 365.97 |
| Communications Tax | -1,155.62 |
| Railroad Rolling Stock | 5.77 |
| Total 32 · REVENUE FROM COMMONWEALTH | 7,117.97 |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

Town of Haymarket
Statement of Revenue & Expenditures for Month
 June 2018

| | Jun 18 |
|---|------------|
| 33 · REVENUE FROM FEDERAL GOVERNMENT | |
| PEDESTRIAN IMPROVEMENT GRANT | 0.00 |
| Total 33 · REVENUE FROM FEDERAL GOVERNMENT | 0.00 |
| Total Income | 108,183.81 |
| Gross Profit | 108,183.81 |
| Expense | |
| 01 · ADMINISTRATION | |
| 11100 · TOWN COUNCIL | |
| FICA/Medicare | 206.17 |
| Salaries & Wages - Regular | 2,575.00 |
| Town Elections | 3,161.04 |
| Total 11100 · TOWN COUNCIL | 5,942.21 |
| 12110 · TOWN ADMINISTRATION | |
| Salaries/Wages-Regular | 18,829.65 |
| Salaries/Wages - Part Time | 5,922.00 |
| FICA/Medicare | 1,824.52 |
| VRS | 1,724.43 |
| Health Insurance | 3,675.64 |
| Life Insurance | 258.18 |
| Disability Insurance | 164.11 |
| Unemployment Insurance | 147.39 |
| Accounting Services | 1,306.65 |
| Cigarette Tax Administration | -317.80 |
| Printing & Binding | -70.38 |
| Advertising | 2,279.50 |
| Computer, Internet & Website Svc | 8,857.21 |
| Postage | 114.00 |
| Telecommunications | 319.56 |
| Mileage Allowance | 28.89 |
| Convention & Education | 20.00 |
| Books, Dues & Subscriptions | 749.69 |
| Office Supplies | 71.19 |
| Total 12110 · TOWN ADMINISTRATION | 45,904.43 |
| 12210 · LEGAL SERVICES | |
| Legal Services | 11,420.00 |
| Total 12210 · LEGAL SERVICES | 11,420.00 |
| Total 01 · ADMINISTRATION | 63,266.64 |
| 03 · PUBLIC SAFETY | |
| 31100 · POLICE DEPARTMENT | |
| Salaries & Wages - Regular | 27,138.85 |
| Salaries & Wages - OT Regular | 1,371.43 |
| Salaries & Wages - OT Premium | 0.00 |
| Salaries & Wages - Holiday Pay | 938.80 |
| Salaries & Wages - Part Time | 900.00 |
| FICA/MEDICARE | 2,263.06 |
| VRS | 2,570.48 |
| Health Insurance | 4,224.88 |
| Life Insurance | 360.60 |
| Disability Insurance | 156.54 |
| Legal Services | 2,139.28 |
| Computer, Internet & Website | 728.50 |
| Telecommunications | 841.67 |
| Office Supplies | 19.98 |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

Town of Haymarket
Statement of Revenue & Expenditures for Month
June 2018

| | Jun 18 |
|--|------------------|
| Vehicle Fuels | 1,985.38 |
| Vehicle Maintenance/Supplies | 947.10 |
| Uniforms & Police Supplies | 953.44 |
| Community Events | 63.47 |
| Total 31100 · POLICE DEPARTMENT | 47,603.46 |
| 34100 · BUILDING OFFICIAL | 1,050.00 |
| Total 03 · PUBLIC SAFETY | 48,653.46 |
| 04 · PUBLIC WORKS | |
| Town Public Works | 15,529.00 |
| 43200 · REFUSE COLLECTION | |
| Trash Removal Contract | 332.82 |
| Total 43200 · REFUSE COLLECTION | 332.82 |
| 43100 · MAINT OF 15000 Wash St./Grounds | |
| Repairs/Maintenance Services | 900.00 |
| Maint Svc Contract-Landscaping | 2,075.00 |
| Maint Svc Cont- Street Cleaning | 400.00 |
| Electric/Gas Services | 1,172.31 |
| Electrical Services-Streetlight | 341.20 |
| Water & Sewer Services | 140.65 |
| Total 43100 · MAINT OF 15000 Wash St./Grounds | 5,029.16 |
| Total 04 · PUBLIC WORKS | 20,890.98 |
| 07 · PARKS, REC & CULTURAL | |
| 71110 · EVENTS | |
| Advertising - Events | 460.00 |
| Contractural Services | 1,978.57 |
| Total 71110 · EVENTS | 2,438.57 |
| 72200 · MUSEUM | |
| Advertising | 0.00 |
| Telecommunications | 203.21 |
| Total 72200 · MUSEUM | 203.21 |
| Total 07 · PARKS, REC & CULTURAL | 2,641.78 |
| 08 · COMMUNITY DEVELOPMENT | |
| 81100 · PLANNING COMMISSION | |
| Salaries & Wages - Regular | 690.00 |
| FICA/Medicare | 43.61 |
| Consultants - Engineer | 800.00 |
| 81100 · PLANNING COMMISSION - Other | 0.00 |
| Total 81100 · PLANNING COMMISSION | 1,533.61 |
| 81110 · ARCHITECTURAL REVIEW BOARD | |
| FICA/Medicare | 0.00 |
| Total 81110 · ARCHITECTURAL REVIEW BOARD | 0.00 |
| Total 08 · COMMUNITY DEVELOPMENT | 1,533.61 |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

Town of Haymarket
Statement of Revenue & Expenditures for Month
June 2018

| | <u>Jun 18</u> |
|--------------------------------|--------------------------|
| 94105 · PERSONNEL | |
| EMPLOYEE BENEFITS | |
| 6560 · Payroll Processing Fees | -0.03 |
| Total EMPLOYEE BENEFITS | <u>-0.03</u> |
| Total 94105 · PERSONNEL | <u>-0.03</u> |
| Total Expense | <u>136,986.44</u> |
| Net Ordinary Income | <u>-28,802.63</u> |
| Net Income | <u><u>-28,802.63</u></u> |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

07/30/18

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2017 through June 2018

| | Jul '17 - Jun 18 | Budget | % of Budget |
|--|---------------------|---------------------|---------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| 3110 · GENERAL PROPERTY TAXES | | | |
| Real Estate - Current | 340,658.41 | 346,048.00 | 98.4% |
| Public Service Corp RE Tax | 11,273.29 | 10,000.00 | 112.7% |
| Interest - All Property Taxes | 115.03 | 0.00 | 100.0% |
| Penalties - All Property Taxes | 726.20 | 0.00 | 100.0% |
| Total 3110 · GENERAL PROPERTY TAXES | 352,772.93 | 356,048.00 | 99.1% |
| 3120 · OTHER LOCAL TAXES | | | |
| Bank Stock Tax | 24,239.00 | 18,000.00 | 134.7% |
| Business License Tax | 185,105.45 | 209,200.00 | 88.5% |
| Cigarette Tax | 124,931.80 | 190,000.00 | 65.8% |
| Consumer Utility Tax | 155,164.07 | 130,000.00 | 119.4% |
| Meals Tax - Current | 662,973.29 | 600,000.00 | 110.5% |
| Sales Tax Receipts | 138,014.64 | 150,000.00 | 92.0% |
| Penalties (Non-Property) | 3,860.36 | 0.00 | 100.0% |
| Interest (Non-Property) | 200.48 | 0.00 | 100.0% |
| Total 3120 · OTHER LOCAL TAXES | 1,294,489.09 | 1,297,200.00 | 99.8% |
| 3130 · PERMITS,FEES & LICENESES | | | |
| Application Fees | 4,885.00 | 2,700.00 | 180.9% |
| Inspection Fees | 8,442.97 | 15,000.00 | 56.3% |
| Motor Vehicle Licenses | 1,173.00 | 1,900.00 | 61.7% |
| Occupancy Permits | 500.00 | 600.00 | 83.3% |
| Other Planning & Permits | 14,860.00 | 70,000.00 | 21.2% |
| Total 3130 · PERMITS,FEES & LICENESES | 29,860.97 | 90,200.00 | 33.1% |
| 3140 · FINES & FORFEITURES | | | |
| Fines | 68,459.29 | 50,000.00 | 136.9% |
| Total 3140 · FINES & FORFEITURES | 68,459.29 | 50,000.00 | 136.9% |
| 3150 · REVENUE - USE OF MONEY | | | |
| Earnings on VACO/VML Investment | 67.35 | 0.00 | 100.0% |
| Interest on Bank Deposit | 973.29 | 10,000.00 | 9.7% |
| Interest on Bank Deposits | 12,202.64 | 0.00 | 100.0% |
| Total 3150 · REVENUE - USE OF MONEY | 13,243.28 | 10,000.00 | 132.4% |
| 3151 · RENTAL (USE OF PROPERTY) | 141,559.15 | 131,335.00 | 107.8% |
| 3160 · CHARGES FOR SERVICES | | | |
| Public Safety | | | |
| Donation/Grants | 1,519.80 | 0.00 | 100.0% |
| Public Safety - Other | 18,402.00 | 0.00 | 100.0% |
| Total Public Safety | 19,921.80 | 0.00 | 100.0% |
| Total 3160 · CHARGES FOR SERVICES | 19,921.80 | 0.00 | 100.0% |
| 3165 · REVENUE - TOWN EVENTS | | | |
| Revenue - Town Events | 82,984.00 | 65,000.00 | 127.7% |
| Total 3165 · REVENUE - TOWN EVENTS | 82,984.00 | 65,000.00 | 127.7% |
| 3180 · MISCELLANEOUS | | | |
| Citations & Accident Reports | 525.00 | 1,900.00 | 27.6% |
| Miscellaneous | 108.42 | 0.00 | 100.0% |
| Recovered Costs- Private Events | | | |
| Donations | 137.76 | 0.00 | 100.0% |
| Total Recovered Costs- Private Events | 137.76 | 0.00 | 100.0% |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

07/30/18

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2017 through June 2018

| | Jul '17 - Jun 18 | Budget | % of Budget |
|---|---------------------|---------------------|---------------|
| 3180 · MISCELLANEOUS - Other | 3,622.84 | 0.00 | 100.0% |
| Total 3180 · MISCELLANEOUS | 4,394.02 | 1,900.00 | 231.3% |
| 32 · REVENUE FROM COMMONWEALTH | | | |
| VDOT Grant Revenue | 1,406.08 | 0.00 | 100.0% |
| 599 Law Enforcement Grant | 29,280.00 | 28,000.00 | 104.6% |
| Car Rental Reimbursement | 5,154.90 | 5,500.00 | 93.7% |
| Communications Tax | 105,737.93 | 120,000.00 | 88.1% |
| Department of Fire Programs | 0.00 | 10,000.00 | 0.0% |
| Personal Property Tax Reimburse | 18,626.97 | 18,500.00 | 100.7% |
| Railroad Rolling Stock | 1,355.70 | 1,500.00 | 90.4% |
| Total 32 · REVENUE FROM COMMONWEALTH | 161,561.58 | 183,500.00 | 88.0% |
| 33 · REVENUE FROM FEDERAL GOVERNMENT | | | |
| DMV Transp Safety Grant | 8,531.32 | 0.00 | 100.0% |
| CABOOSE ENHANCEMENT GRANT | 0.00 | 9,359.00 | 0.0% |
| PEDESTRIAN IMPROVEMENT GRANT | 6,157.24 | 6,158.00 | 100.0% |
| 33 · REVENUE FROM FEDERAL GOVERNMENT - Other | 0.00 | 202,442.00 | 0.0% |
| Total 33 · REVENUE FROM FEDERAL GOVERNMENT | 14,688.56 | 217,959.00 | 6.7% |
| 35 · Reserve Funds For CIP | 0.00 | 155,000.00 | 0.0% |
| Total Income | 2,183,934.67 | 2,558,142.00 | 85.4% |
| Gross Profit | 2,183,934.67 | 2,558,142.00 | 85.4% |
| Expense | | | |
| 01 · ADMINISTRATION | | | |
| 11100 · TOWN COUNCIL | | | |
| Convention & Education | 1,067.64 | 3,000.00 | 35.6% |
| FICA/Medicare | 1,460.00 | 2,000.00 | 73.0% |
| Meals and Lodging | 157.30 | 1,500.00 | 10.5% |
| Mileage Allowance | 163.93 | 750.00 | 21.9% |
| Salaries & Wages - Regular | 18,825.00 | 32,100.00 | 58.6% |
| Town Elections | 3,161.04 | 1,200.00 | 263.4% |
| Total 11100 · TOWN COUNCIL | 24,834.91 | 40,550.00 | 61.2% |
| 12110 · TOWN ADMINISTRATION | | | |
| Salaries/Wages-Regular | 289,887.00 | 319,000.00 | 90.9% |
| Salaries/Wages - Part Time | 48,967.00 | 50,000.00 | 97.9% |
| FICA/Medicare | 24,792.02 | 28,500.00 | 87.0% |
| VRS | 26,513.27 | 21,000.00 | 126.3% |
| Health Insurance | 48,932.56 | 59,150.00 | 82.7% |
| Life Insurance | 3,391.29 | 3,500.00 | 96.9% |
| Disability Insurance | 1,375.25 | 2,600.00 | 52.9% |
| Unemployment Insurance | 5,107.13 | 2,800.00 | 182.4% |
| Worker's Compensation | 402.64 | 400.00 | 100.7% |
| Gen Property/Liability Ins. | 14,827.00 | 16,000.00 | 92.7% |
| Accounting Services | 6,237.69 | 11,000.00 | 56.7% |
| Cigarette Tax Administration | -317.80 | 5,500.00 | -5.8% |
| Printing & Binding | 12,071.99 | 15,000.00 | 80.5% |
| Advertising | 8,919.95 | 12,000.00 | 74.3% |
| Computer, Internet & Website Svc | 30,189.22 | 30,000.00 | 100.6% |
| Postage | 2,363.49 | 4,000.00 | 59.1% |
| Telecommunications | 2,743.58 | 6,000.00 | 45.7% |
| Mileage Allowance | 372.76 | 2,500.00 | 14.9% |
| Meals & Lodging | 1,970.27 | 6,000.00 | 32.8% |
| Convention & Education | 4,929.32 | 8,000.00 | 61.6% |
| Miscellaneous | 76.45 | | |
| Discretionary Fund | 154.70 | 2,500.00 | 6.2% |
| Books, Dues & Subscriptions | 15,416.15 | 15,000.00 | 102.8% |
| Office Supplies | 4,556.72 | 4,000.00 | 113.9% |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

07/30/18

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2017 through June 2018

| | Jul '17 - Jun 18 | Budget | % of Budget |
|--|-------------------|-------------------|---------------|
| Capital Outlay-Machinery/Equip | 708.46 | 7,000.00 | 10.1% |
| 66900 · Reconciliation Discrepancies | -0.01 | | |
| Total 12110 · TOWN ADMINISTRATION | 554,588.10 | 631,450.00 | 87.8% |
| 12210 · LEGAL SERVICES | | | |
| Legal Services | 56,226.22 | 90,000.00 | 62.5% |
| Total 12210 · LEGAL SERVICES | 56,226.22 | 90,000.00 | 62.5% |
| 12240 · INDEPENDENT AUDITOR | | | |
| Auditing Services | 14,350.00 | 16,500.00 | 87.0% |
| Total 12240 · INDEPENDENT AUDITOR | 14,350.00 | 16,500.00 | 87.0% |
| Total 01 · ADMINISTRATION | 649,999.23 | 778,500.00 | 83.5% |
| 03 · PUBLIC SAFETY | | | |
| 31100 · POLICE DEPARTMENT | | | |
| Salaries & Wages - Regular | 339,017.80 | 351,616.00 | 96.4% |
| Salaries & Wages - OT Regular | 7,434.92 | 9,000.00 | 82.6% |
| Salaries & Wages - OT Premium | 8,520.98 | 4,100.00 | 207.8% |
| Salaries & Wages - Holiday Pay | 13,378.56 | 11,000.00 | 121.6% |
| Salaries & Wages - Part Time | 7,742.25 | 19,500.00 | 39.7% |
| Salaries & Wages - VDOT | 7,993.92 | 0.00 | 100.0% |
| FICA/MEDICARE | 28,828.27 | 31,124.00 | 92.6% |
| VRS | 34,015.28 | 38,189.00 | 89.1% |
| Health Insurance | 53,539.81 | 62,100.00 | 86.2% |
| Life Insurance | 4,294.90 | 4,648.00 | 92.4% |
| Disability Insurance | 2,055.13 | 1,864.00 | 110.3% |
| Unemployment Insurance | 0.00 | 1,636.00 | 0.0% |
| Workers' Compensation Insurance | 11,781.36 | 11,950.00 | 98.6% |
| Line of Duty Act Insurance | 1,662.00 | 1,383.00 | 120.2% |
| Legal Services | 11,231.10 | 15,000.00 | 74.9% |
| Advertising | 0.00 | 100.00 | 0.0% |
| Computer, Internet & Website | 9,649.43 | 4,700.00 | 205.3% |
| Postage | 79.19 | 300.00 | 26.4% |
| Telecommunications | 7,429.41 | 15,200.00 | 48.9% |
| General Prop Ins (Vehicles) | 7,330.00 | 5,000.00 | 146.6% |
| Mileage Allowance | 0.00 | 200.00 | 0.0% |
| Meals and Lodging | 323.30 | 500.00 | 64.7% |
| Convention & Edu. (Training) | 479.58 | 2,100.00 | 22.8% |
| Misc - Discretionary Fund | 0.00 | 500.00 | 0.0% |
| Annual Dues & Subscriptions | 6,073.90 | 6,800.00 | 89.3% |
| Office Supplies | 4,894.56 | 3,100.00 | 157.9% |
| | | | |
| Vehicle Fuels | 18,810.59 | 16,000.00 | 117.6% |
| Vehicle Maintenance/Supplies | 10,842.18 | 8,000.00 | 135.5% |
| Repairs/Maintenance Supplies | 8,736.42 | 0.00 | 100.0% |
| Uniforms & Police Supplies | 44,388.60 | 29,400.00 | 151.0% |
| Community Events | 2,209.60 | 1,000.00 | 221.0% |
| Insurance Pass-Through | -8,421.97 | 0.00 | 100.0% |
| Mobile Data Computer Netwk Svc | 25,897.00 | 10,000.00 | 259.0% |
| Capital Outlay-Machinery/Equip | 31,592.38 | 31,520.00 | 100.2% |
| Capital Outlay-Furniture/Fixtur | 2,675.90 | 0.00 | 100.0% |
| Total 31100 · POLICE DEPARTMENT | 704,486.35 | 697,530.00 | 101.0% |
| 32100 · FIRE & RESCUE | | | |
| Contributions to other Govt Ent | 0.00 | 10,000.00 | 0.0% |
| Total 32100 · FIRE & RESCUE | 0.00 | 10,000.00 | 0.0% |
| 34100 · BUILDING OFFICIAL | 28,555.00 | 65,000.00 | 43.9% |
| Total 03 · PUBLIC SAFETY | 733,041.35 | 772,530.00 | 94.9% |
| 04 · PUBLIC WORKS | | | |
| Town Public Works | 45,460.75 | 45,749.00 | 99.4% |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

07/30/18

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2017 through June 2018

| | Jul '17 - Jun 18 | Budget | % of Budget |
|--|------------------|------------|-------------|
| 43200 · REFUSE COLLECTION | | | |
| Trash Removal Contract | 73,656.59 | 78,000.00 | 94.4% |
| Total 43200 · REFUSE COLLECTION | 73,656.59 | 78,000.00 | 94.4% |
| 43100 · MAINT OF 15000 Wash St./Grounds | | | |
| Repairs/Maintenance Services | 54,046.29 | 55,000.00 | 98.3% |
| Maint Svc Contract-Pest Control | 1,420.00 | 2,000.00 | 71.0% |
| Maint Svc Contract-Landscaping | 24,900.00 | 35,000.00 | 71.1% |
| Maint Svc Contract Snow Removal | 345.00 | 7,000.00 | 4.9% |
| Maint Svc Cont- Street Cleaning | 6,375.00 | 8,000.00 | 79.7% |
| Electric/Gas Services | 16,763.30 | 15,000.00 | 111.8% |
| Electrical Services-Streetlight | 4,557.99 | 5,500.00 | 82.9% |
| Water & Sewer Services | 2,228.98 | 2,000.00 | 111.4% |
| Janitorial Supplies | 109.11 | 1,000.00 | 10.9% |
| Real Estate Taxes | 1,625.17 | 2,500.00 | 65.0% |
| Total 43100 · MAINT OF 15000 Wash St./Grounds | 112,370.84 | 133,000.00 | 84.5% |
| Total 04 · PUBLIC WORKS | 231,488.18 | 256,749.00 | 90.2% |
| 07 · PARKS, REC & CULTURAL | | | |
| 71110 · EVENTS | | | |
| Advertising - Events | 3,473.80 | 0.00 | 100.0% |
| Contractual Services | 57,603.13 | 65,000.00 | 88.6% |
| 71110 · EVENTS - Other | 243.39 | 0.00 | 100.0% |
| Total 71110 · EVENTS | 61,320.32 | 65,000.00 | 94.3% |
| 72200 · MUSEUM | | | |
| Unemployment Insurance | 0.00 | 750.00 | 0.0% |
| Telecommunications | 2,314.40 | 2,200.00 | 105.2% |
| Mileage Allowance | 0.00 | 200.00 | 0.0% |
| Books, Dues & Subscriptions | 0.00 | 250.00 | 0.0% |
| Office Supplies | 0.00 | 250.00 | 0.0% |
| Exhibits & Programs | 1,141.40 | 1,500.00 | 76.1% |
| Total 72200 · MUSEUM | 3,455.80 | 5,150.00 | 67.1% |
| Total 07 · PARKS, REC & CULTURAL | 64,776.12 | 70,150.00 | 92.3% |
| 08 · COMMUNITY DEVELOPMENT | | | |
| 81100 · PLANNING COMMISSION | | | |
| Salaries & Wages - Regular | 3,420.00 | 5,000.00 | 68.4% |
| FICA/Medicare | 247.86 | 500.00 | 49.6% |
| Consultants - Engineer | 55,508.46 | 79,000.00 | 70.3% |
| Mileage Allowance | 230.05 | 500.00 | 46.0% |
| Meals & Lodging | 22.62 | 750.00 | 3.0% |
| Convention/Education | 69.99 | 2,000.00 | 3.5% |
| Total 81100 · PLANNING COMMISSION | 59,498.98 | 87,750.00 | 67.8% |
| 81110 · ARCHITECTURAL REVIEW BOARD | | | |
| Salaries & Wages - Regular | 2,220.00 | 4,000.00 | 55.5% |
| FICA/Medicare | 148.42 | 850.00 | 17.5% |
| Mileage Allowance | 0.00 | 200.00 | 0.0% |
| Meals & Lodging | 0.00 | 300.00 | 0.0% |
| Convention & Education | 0.00 | 500.00 | 0.0% |
| Total 81110 · ARCHITECTURAL REVIEW BOARD | 2,368.42 | 5,850.00 | 40.5% |
| 81111 · Board Of Zoning Appeals | | | |
| Convention & Education | 0.00 | 500.00 | 0.0% |
| FICA / Medicare | 0.00 | 98.00 | 0.0% |
| 81111 · Board Of Zoning Appeals - Other | 0.00 | 1,575.00 | 0.0% |
| Total 81111 · Board Of Zoning Appeals | 0.00 | 2,173.00 | 0.0% |
| Total 08 · COMMUNITY DEVELOPMENT | 61,867.40 | 95,773.00 | 64.6% |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)

07/30/18

Town of Haymarket
Revenue & Expenditures Actual To-Date vs Annual Budget
 July 2017 through June 2018

| | <u>Jul '17 - Jun 18</u> | <u>Budget</u> | <u>% of Budget</u> |
|---|--------------------------|---------------------|----------------------|
| 09 · NON-DEPARTMENTAL | | | |
| 95100 · DEBT SERVICE | | | |
| General Obligation Bond | 183,382.10 | 231,440.00 | 79.2% |
| Total 95100 · DEBT SERVICE | <u>183,382.10</u> | <u>231,440.00</u> | <u>79.2%</u> |
| Total 09 · NON-DEPARTMENTAL | 183,382.10 | 231,440.00 | 79.2% |
| 94101 · CABOOSE ENHANCEMENT PROJECT | 0.00 | 11,000.00 | 0.0% |
| 94102 · HAYMARKET COMMUNITY PARK | 0.00 | 2,500.00 | 0.0% |
| 94103 · PEDESTRIAN IMPROVEMENT PROJECT | | | |
| Architectural/Engineering Fees | 6,790.00 | | |
| 94103 · PEDESTRIAN IMPROVEMENT PROJECT - Other | 26,707.24 | 267,000.00 | 10.0% |
| Total 94103 · PEDESTRIAN IMPROVEMENT PROJECT | <u>33,497.24</u> | <u>267,000.00</u> | <u>12.5%</u> |
| 94105 · PERSONNEL | | | |
| EMPLOYEE BENEFITS | -0.07 | 0.00 | 100.0% |
| Total 94105 · PERSONNEL | <u>-0.07</u> | <u>0.00</u> | <u>100.0%</u> |
| 94106 · TOWN CENTER MASTER PLAN | | | |
| Architectural/Engineering Fees | 32,589.38 | 72,500.00 | 45.0% |
| Total 94106 · TOWN CENTER MASTER PLAN | <u>32,589.38</u> | <u>72,500.00</u> | <u>45.0%</u> |
| Total Expense | <u>1,990,640.93</u> | <u>2,558,142.00</u> | <u>77.8%</u> |
| Net Ordinary Income | <u>193,293.74</u> | <u>0.00</u> | <u>100.0%</u> |
| Net Income | <u><u>193,293.74</u></u> | <u><u>0.00</u></u> | <u><u>100.0%</u></u> |

Attachment: Treasurer & Financial Report for 08-06-2018 (3711 : Treasurer's Report)



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

JERRY M. SCHIRO
BUSINESS MANAGER

Date of Report: July 31, 2018

BUSINESS MANAGER'S REPORT
Town of Haymarket Council Meeting
August 06, 2018

Administration

- Held admin staff meetings
- Worked with the staff to provide a weekly update to Council
- Attended Mayor's staff meeting with Police Chief Lands
- Assisted in the front office with phones and customer service window
- Assisted the FOIA Officer with responses
- Followed up on Human Resource issues, including responses to the Virginia Employment Commission.
- Worked with the Clerk to finalize a lease agreement for a new copier, less cost than current maintenance contract.
- Finalize liability insurance renewals
- Research Planning Commission bi-laws in response to requests for information
- Reviewed most recent website updates to finalize the new website. The architecture is finalized, staff will be inputting updates. Anticipate going live week of August 27th.
- Met with Acai Software representative reference our texting software and discuss expanding the capabilities to include Haymarket Day updates and other non-emergency group texting

Haymarket Day

- Attended two Event Committee meetings
- Assisted Staff with vendor applications
- Assisted with Haymarket Day vendor logistics
- Reviewed and signed band and sound engineer contracts
- Met with potential contractor to provide bus services
- Arranged for access to the roof at the old bank building (if needed) for the parade judging

Finance

- Worked with the Treasurer on budget allocations
- Reviewed budget for Haymarket Day
- Reviewed and signed off on payables and payroll
- Assisted with setting up new accounts at SONA Bank
- Review and sign off on audit requirements for VDOT Pedestrian Improvement Grant
- Met with a former tenant and arranged for the release of the escrowed rent deposit

Planning and Zoning

- Attended meetings with the Town Planner and potential developers for Payne Lane Property (Stan Smith Property Redevelopment Proposal). Second meeting scheduled for August 9th.
- Met with a concerned resident and discussed easement issues in Longstreet Commons with the HOA President
- Worked with the Planner on issues surrounding the Crossroads Village Center rezoning and SUP submission

Property Management and Public Works

- Scheduled repair work at Copper Cricket
- Checked properties for water damage following heavy rain events
- Had AC systems repaired and maintained for the Town Hall and “That Very Thing for Her”
- Provided utility locations from “Miss Utility” for the installation of the “Copper Cricket” sign
- Met with Account Representative, Republic Services (the Town’s refuse collection contractor) reference new requirements for recycling and discussed current issues
- Set up delivery for new street light poles
- Identified an issue with the sump pump in “That Very Thing for her.”
- Met with the Architect and contractors on the Town Center Project to finalize bid documents



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

Shelley Kozlowski
 Clerk of the Council

MEMORANDUM

TO: Town Council
 FROM: Shelley Kozlowski, Clerk of the Council
 DATE: August 2, 2018
 SUBJECT: Proposed date changes for the Town Council regularly scheduled meetings for September and October 2018.

Staff Recommendation: Town Hall Offices will be closed on Labor Day, Monday, September 3, 2018 in observance of the holiday. Staff recommends changing the regularly scheduled September meeting to Tuesday, September 4, 2018 at 7 PM.

Members of the Town Council will be attending the Virginia Municipal League Conference, September 30 – October 2, 2018. Currently the Town Council's regularly scheduled meeting is Monday, October 2 at 7 PM. Staff recommends changing the meeting date to Tuesday, October 9, 2018 at 7 PM.

Attachment: Memo Town Council meeting date changes 2018 (3715 : Town Council Meeting Date Changes)

**TOWN OF HAYMARKET
TOWN COUNCIL AND APPOINTED OFFICIALS
CODE OF ETHICS AND STANDARDS OF CONDUCT**



Preamble

The citizens and businesses of the Town Haymarket, Virginia, are entitled to have fair, ethical, and accountable local government, which has earned the public's full confidence for integrity. The effective functioning of democratic government requires that public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government; that public officials be independent, impartial and fair in their judgment and actions; that public office be used for the public good, not for personal gain; and that public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Town of Haymarket Town Council has adopted this Code of Ethics and Standards of Conduct for the members of the Town Council, Planning Commission (PC) and Architectural Review Board (ARB) and recommends adoption by the Board of Zoning Appeals (BZA) to assure public confidence in the integrity of local government and its effective and fair operation.

CODE OF ETHICS

1. Uphold the Constitution, laws and regulations of the United States and of all governments therein and never knowingly be a party to their evasion.
2. Place loyalty to the highest moral principles and to the people of the Town of Haymarket, as a whole, above loyalty to individuals, districts, or particular groups.
3. Expose through appropriate means and channels: corruption, misconduct or neglect of duty when discovered.
4. Give a full measure of effort and service to the positions of trust for which stewardship has been granted; giving earnest effort and best thought to the performance of duties.
5. Seek to find and use the most equitable, efficient, effective and economical means for getting tasks accomplished.
6. Adopt policies and programs that are in accordance with the Town's EEO policy, and that support the rights and recognize the needs of all citizens regardless of gender, race, age, religion, creed, country of origin or disability.
7. Ensure the integrity of the actions of the Mayor, Town Council, PC, and ARB by avoiding discrimination through the dispensing of special favors or unfair privileges to anyone, whether for remuneration or not. A member should never accept for himself or herself or for family members, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of governmental duties. Per Section 2.2-3104.2 of the Virginia State Code, any member of the governing body may accept a gift that does not influence the performance of governmental duties of monetary value not

to exceed \$25 per occurrence, provided they acknowledge the gift. The gift may include but not be limited to a meal, award, etc.

8. Make no private promises of any kind binding upon the duties of any office, because a public servant has no private word which can be binding on public duty.
9. A member should identify any associations with an organization or interest group that presents in any manner to the Council for a decision.
10. At all times, meet the requirements of the State and Local Government Conflict of Interest Act and the Public Procurement Act.
11. Adhere to the principle that the public's business should be conducted in the public view by observing and following the the Freedom of Information Act.
12. Recognize that interaction with the media is a vital link in maintaining good communication with the public. Town Council comments to the media should be in a courteous, statesmanlike manner and should maintain the propriety of the Council when speaking to public issues, or to opinions of colleagues and individuals.
13. Make sure that a clear distinction is made between personal opinion or belief and a decision made by the Mayor, Town Council, PC, or ARB.
14. No member may disclose or use confidential information without the consent of Town Council. Confidential information includes discussions during executive or closed sessions, attorney-client communications and certain economic development information.
15. Members shall not use public resources that are not available to the public in general, such as the Town staff time, equipment, supplies or facilities, for private gain or personal purposes.
16. The Town Council determines the policies of the Town with the advice, information, and analysis provided by the public, council, commissions, boards, and committees and Town staff. The Town Council delegates authority for the administration of the Town to the Town Manager

Members, therefore, shall not interfere with the administrative functions of the Town or the professional duties of the Town staff; nor shall they impair the ability of staff to implement Town policy decisions. Inquiries to staff shall be made through the Town Manager for all administrative issues, unless the matter in question is clearly a police matter and should be addressed to the Chief of Police.

17. Members shall support the maintenance of a positive and constructive workplace environment for Town employees and for citizens and businesses dealing with the Town. Members shall recognize their special role in dealings with Town employees and in no way create the perception of inappropriate direction to staff.
18. Review orally and in public session at the annual organizational meeting each of these principles.
19. Pledge to honor and uphold these principles, ever conscious that public office is a public trust.

STANDARDS OF CONDUCT

Recognizing that persons holding a position of public trust are under constant observation by the media and interested Town of Haymarket residents, and recognizing that maintaining the integrity and dignity of the public office is essential for maintaining high levels of public confidence in our institutions of government, the Mayor and every member of the Town Council, PC and ARB should adhere to the following Standards of Conduct. It is recommended by Council that the BZA also adhere to the following these Standards of Conduct.

1. Avoid, during either public or private meetings and during the predominance of public duties, the use of abusive, threatening or intimidating language or gestures directed at colleagues, citizens or personnel.
2. Pay all taxes due to the Town, county, state or national government.
3. Attend all regularly scheduled meetings of the Town Council, PC and ARB to which he or she has been assigned, resigning whenever personal circumstances preclude regular attendance.
4. Make a conscientious effort to be prepared for each meeting.
5. Members should not disclose to others, or use to further their personal interest, confidential information acquired by them in the course of their official duties.
6. Respect the rights of colleagues to have different opinions. Enter into constructive and factual discussions when attempting to resolve issues or reach a consensus, refraining from disparaging remarks.
7. Work to create a positive environment in public and private meetings, so that the environment is conducive to a productive dialogue between all parties and so that citizens will feel comfortable as observers or participants.
8. Maintain an attitude of courtesy and consideration toward all citizens, colleagues and staff during all discussions and deliberations.
9. Be open minded and patient. Allow citizens, employees, or colleagues sufficient opportunity to present their views.
10. Be concise. Avoid the practice of taking more time to address an issue before the body than is necessary and essential for an adequate consideration of those matters being discussed.

IMPLEMENTATION

As an expression of the standards of conduct for members expected by the Town, the Town of Haymarket CODE OF ETHICS and STANDARDS OF CONDUCT are intended to be self-enforcing. It therefore becomes most effective when members are thoroughly familiar with and embrace its provisions.

For this reason, ethical standards shall be included in the regular orientations for candidates for the Town of Haymarket, applicants to commissions, committees and newly elected and appointed officials. Members entering office shall be provided with the Town of Haymarket Code of Ethics and Standards of Conduct. In addition, the Town Council, PC and ARB annually review the Code of Ethics and Standards of Conduct and the Town Council shall consider recommendations from

commissions and committees to update it as necessary. The BZA is encouraged by Council to also adopt and uphold the Code of Ethics and Standards of Conduct as presented.

COMPLIANCE and ENFORCEMENT

The Town of Haymarket Code of Ethics and Standards of Conduct expresses standards of ethical conduct expected of members of the Town of Haymarket Town Council, PC and ARB and recommended for the Town's BZA. Member themselves have the primary responsibility to assure that these ethical standards and that the code of conduct is understood and practiced during all times while serving the Town in order to ensure the public can continue to have full confidence in the integrity of government.

Citizens may bring complaints about the conduct of elected or appointed officials to the mayor, any member of council, or the chair of the commission, board or committee on which the appointed official serves.

The Town Council may impose sanctions on members whose conduct does not comply with the Town's ethical standards, such as public or private reprimand, formal censure, loss of seniority or committee assignment, or budget restriction. Where allowed by law, the Town Council also may remove members of Council, PC, ARB, and committees from office. The Town Council acknowledges that it does not have such authority over the BZA for the Town.

A violation of this Code of Ethics and Standards of Conduct shall not be considered a basis for challenging the validity of a Town Council, board, commission or committee decision.

Signed _____

Date _____

PARCEL 1-A, 1-B, 1-C & 1-D

REQUIREMENTS:

PERMITTED USES:
HOTEL/ASSISTED LIVING
DAY CARE
RETAIL
RETAIL/GAS
RETAIL/MEDICAL
RESTAURANT/RETAIL/MEDICAL
RESTAURANT

GROSS FLOOR AREA (GFA) TOTAL GFA = 160,00 SQ. FT. TOTAL GFA SHALL NOT EXCEED 160,00 SQ. FT. AND DENSITY /OR INDIVIDUAL USES MAY BE INCREASED OR REDUCED PROVIDED THE PARKING STANDARDS IN SECTION 58.6-1(b) ARE MET.

LOT AREA NO REQUIREMENT
(299,367 SQ. FT. EXISTING)

LOT COVERAGE
BUILDABLE LOT COVERAGE 75%
BUFFER YARD 25' MIN. TO ADJOINING RESIDENTIAL USES

SETBACK & YARD
FRONT SETBACK 10' MIN
SIDE YARD 10' MIN @ STREET, 0' @ COMMERCIAL, 25' @ RESIDENTIAL
REAR YARD 10' MIN @ STREET, 0' @ COMMERCIAL, 25' @ RESIDENTIAL

BUILDING HEIGHT: 50'

PARKING REQUIRED:
HOTEL/ASSISTED LIVING (110 ROOMS) 1 PER 5 CHILDREN UP TO 40 & 1 PER 10 AFTER 40, 28 REQ'D.
DAY CARE (240 CHILDREN) 1 PER 300 SQ. FT. GFA, 35 REQ'D.
RETAIL (10,500 SQ. FT.) 1 PER 300 SQ. FT. GFA, 12 REQ'D.
BANK/FINANCIAL INSTITUTION (3,500 SQ. FT.) 1 PER 300 SQ. FT. GFA, 18 REQ'D.
RETAIL/MEDICAL (5,400 SQ. FT.) 1 PER 300 SQ. FT. GFA, 28 REQ'D.
RESTAURANT/RETAIL/MEDICAL (8,500 SQ. FT.) 1 PER 100 SQ. FT. GFA, 80 REQ'D.
RESTAURANT WITH DRIVE-IN (8,000 SQ. FT.) 3 PER SERVICE BAY, 1 PER 400 SQ. FT. OF GFA OF ENCLOSED AREA PLUS 1 PER EMPLOYEE, 60 REQ'D.
AUTOMOBILE REPAIR SERVICE

TOTAL PARKING REQUIRED: 383 REQUIRED

PROPOSED:
PARCEL 1-A

USES:
DAY CARE

PARKING PROVIDED: 37

PROPOSED:
PARCEL 1-B

USES:
HOTEL/ASSISTED LIVING

PARKING PROVIDED: 122

PARCEL 1-C

USES:
RETAIL
RETAIL/MEDICAL
RESTAURANT/RETAIL/MEDICAL
RESTAURANT WITH DRIVE-IN
AUTOMOBILE REPAIR SERVICE

PARKING PROVIDED: 26
RETAIL 12
BANK/FINANCIAL INSTITUTION 18
RETAIL/MEDICAL 13
RESTAURANT/RETAIL/MEDICAL 36
RESTAURANT WITH DRIVE-IN 60
AUTOMOBILE REPAIR SERVICE

PARCEL 1-D

USES:
RETAIL
RESTAURANT/RETAIL/MEDICAL
RESTAURANT

PARKING PROVIDED: 39
RETAIL 18
RESTAURANT/RETAIL/MEDICAL 50

OVERALL PARKING PROVIDED: 420 (37 ADDITIONAL PARKING SPACES)

PARCEL 2 R-2 SUBDIVISION & REZONING

REQUIREMENTS:

PERMITTED USES: TOWNHOUSES

BUFFER YARD: BY SPECIAL USE PERMIT
25' MIN. ADJOINING B1 & B2 DISTRICT
10' MIN. ADJOINING R1 DISTRICT
2,000 SQ. FT. AVG. (NONE LESS THAN 1,500 SQ. FT.)

AVG. TOWNHOUSE LOT AREA:

SETBACK & YARD:
FRONT SETBACK 15' MIN.
SIDE YARD 15' MIN.
REAR YARD 20' MIN.

HEIGHT REGULATIONS: THE MAXIMUM HEIGHT SHALL BE 2 1/2 STORIES BUT NOT OVER 35 FEET WITH 15 FOOT SIDE YARD SETBACK
*THE BUILDING HEIGHT MAY BE EXTENDED TO THREE STORIES OR A MAXIMUM OF 40 FEET IF EACH SIDE YARD IS INCREASED ONE-HALF FOOT FOR EACH ADDITIONAL FOOT OF BUILDING HEIGHT

MAX DENSITY: 8 UNITS / GROSS ACRE
(9.94 ACRES X 8 = 79.52 UNITS)

PARKING: TOWNHOUSES
2.25 SPACE / DWELLING UNIT (GARAGE OR ON LOT)
79 TOWNHOUSE UNITS
178 SPACES REQUIRED
49 SPACES OUTSIDE UNITS

PROPOSED:
BUILDING USES:
TOWNHOUSE LOTS
16 LOTS @ 3,241.4 SQ. FT. = 51,862.4 SQ. FT.
44 LOTS @ 1,706.0 SQ. FT. = 75,064.0 SQ. FT.
4 LOTS @ 3,696.0 SQ. FT. = 14,784.0 SQ. FT.
15 LOTS @ 2,112.0 SQ. FT. = 31,680.0 SQ. FT.
79 LOTS @ 2,194.8 SQ. FT. AVG. = 173,390.4 SQ. FT.

BUFFER YARD: 25' MIN. @ BUILDING ADJOINING B1 & B2 DISTRICT
10' MIN. @ BUILDING ADJOINING R1 DISTRICT

SETBACK & YARD:
FRONT SETBACK 15' MIN.
SIDE YARD 0' PARTY WALL / 17.5' END
REAR YARD 20' MIN.

HEIGHT REGULATIONS: THE MAXIMUM HEIGHT SHALL BE 2 1/2 STORIES BUT NOT OVER 35 FEET WITH 15 FOOT SIDE YARD SETBACK
*THE BUILDING HEIGHT MAY BE EXTENDED TO THREE STORIES OR A MAXIMUM OF 40 FEET IF EACH SIDE YARD IS INCREASED ONE-HALF FOOT FOR EACH ADDITIONAL FOOT OF BUILDING HEIGHT.
(THE SIDE YARD SETBACKS HAVE BEEN ESTABLISHED AT 17.5 FEET TO ALLOW FOR A MAXIMUM HEIGHT OF 40 FEET)

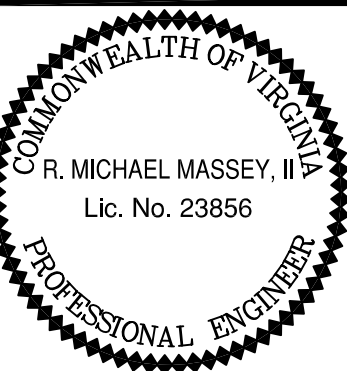
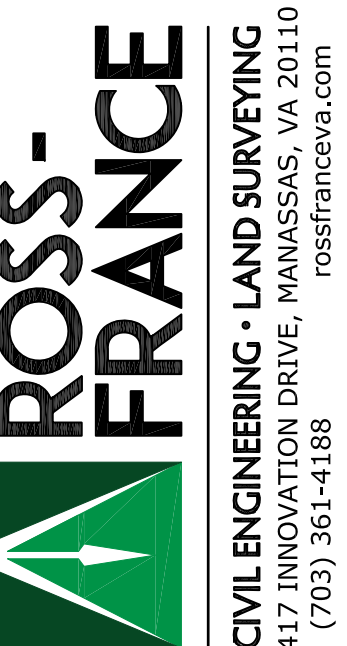
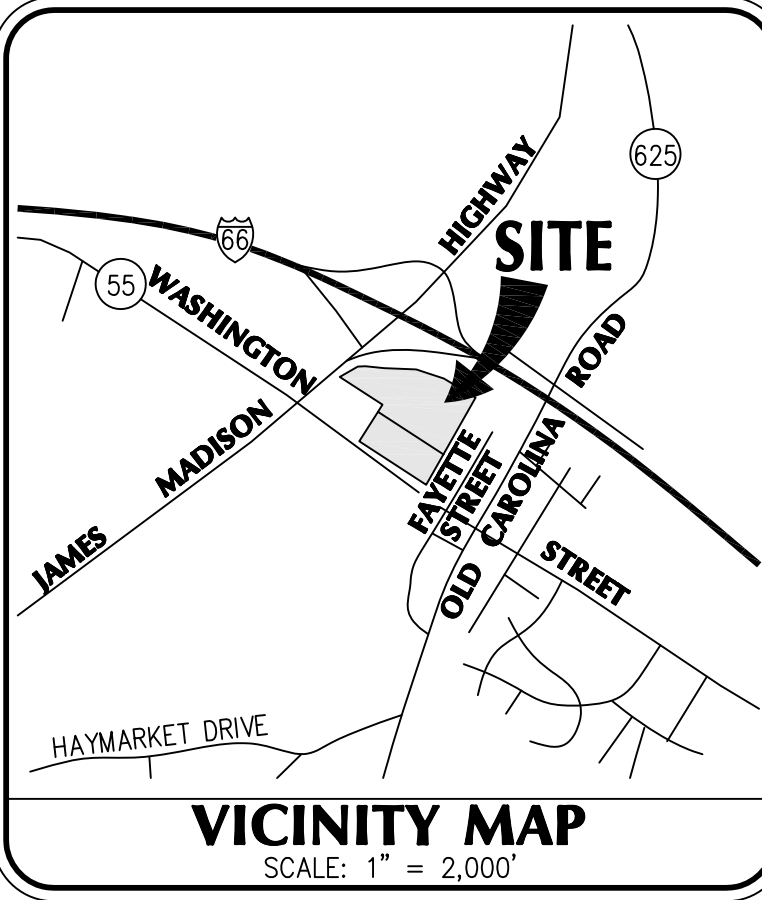
PARKING: 158 GARAGE SPACES
158 DRIVEWAY SPACES
116 OFF-LOT SPACES
432 PARKING SPACES

- GENERAL NOTES**
- 1) THE PRINCE WILLIAM COUNTY GEOGRAPHIC PARCEL IDENTIFICATION NUMBERS (G.P.I.N.), ADDRESSES, ZONE AND USE FOR THE PROPERTIES SHOWN HEREON ARE AS FOLLOWS:
G.P.I.N. 7298-81-2707 / 15150 WASHINGTON STREET / B-2 / VACANT / 873,819 SQ. FT. OR 20.0601 AC.
G.P.I.N. 7298-71-7053 / 6500 JAMES MADISON HIGHWAY / B-2 / VACANT / 39,086 SQ. FT. OR 0.8973 AC.
TOTAL AREA = 912,905 SQ. FT. OR 20.9574 AC.
 - 2) THERE ARE NO MAPPED CHESAPEAKE BAY RESOURCE PROTECTION AREA (RPA) ON THE PARCELS SHOWN HEREON.
 - 3) NEW PARKING AREAS AND DRIVES ARE ILLUSTRATIVE AND ARE SUBJECT TO CHANGE WITH FINAL ENGINEERING AND SITE DESIGN.
 - 4) STORMWATER MANAGEMENT & BEST MANAGEMENT PRACTICES SHALL BE ADDRESSED WITH ONSITE FACILITIES.
 - 5) THE PROPERTY IS LOCATED WITHIN THE OLD AND HISTORIC HAYMARKET DISTRICT OVERLAY DISTRICT. ARCHITECTURAL DESIGN WILL REQUIRE REVIEW AND APPROVAL OF A CERTIFICATE OF APPROPRIATENESS (COA) BY THE ARCHITECTURE REVIEW BOARD (ARB).
 - 6) ROSS-FRANCE, PC DOES NOT CERTIFY TO THE LOCATION OR EXISTENCE OF ANY UNDERGROUND UTILITIES. THE UNDERGROUND UTILITIES SHOWN ARE FROM AVAILABLE RECORDS. THIS DOES NOT CONSTITUTE A GUARANTEE FOR THEIR ACTUAL LOCATION OR THAT THEY HAVE BEEN SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DIGGING OF TEST HOLES PRIOR TO THE BEGINNING OF ANY CONSTRUCTION. THESE TEST HOLES SHALL BE MADE TO VERIFY ALL CROSSINGS BETWEEN NEW AND EXISTING FACILITIES AND AT CRITICAL GRADE CHANGES. IF CONDITIONS ARE FOUND IN THE FIELD WHICH ARE MATERIALLY DIFFERENT FROM THE PLANS, THE CONTRACTOR SHALL NOTIFY ROSS-FRANCE, PC AND APPROPRIATE REVISIONS SHALL BE MADE TO THE PLANS.
 - 7) PARKING IS CONCEPTUAL AND THE NUMBER OF SPACES (AND CORRESPONDING DENSITY), INCLUDING FOR SPECIAL USE PERMIT USES, MAY CHANGE IN ACCORDANCE WITH THE PROVISIONS OF ZONING ORDINANCE SECTION 58-6.1.
 - 8) THE ZONING LINE IS CONCEPTUAL AND COULD CHANGE ACCORDING TO THE NEEDS OF THE ULTIMATE USERS PROVIDED THAT THE ACREAGE REZONED WOULD BE A MINIMUM OF 9.87 ACRES.

OWNER/APPLICANT:
HAYMARKET DEVELOPMENT #1 LLC
4080 LAFAYETTE CENTER DRIVE, SUITE 265
CHANTILLY, VIRGINIA 20151
(571)375-1756

LEGEND

| | |
|-----------|---|
| AC. | ACRE |
| BMP | BEST MANAGEMENT PRACTICES |
| D.B. | DEED BOOK |
| ESM'T. | EASEMENT |
| EX. | EXISTING |
| GDP | GENERALIZED DEVELOPMENT PLAN |
| G.P.I.N. | GEOGRAPHIC PARCEL IDENTIFICATION NUMBER |
| INST. # | INSTRUMENT NUMBER |
| PG. | PAGE |
| R/W | RIGHT-OF-WAY |
| SQ. FT. | SQUARE FEET |
| SUP | SPECIAL USE PERMIT |
| SWM | STORMWATER MANAGEMENT |
| TEMP. | TEMPORARY |
| VDOT | VIRGINIA DEPARTMENT OF TRANSPORTATION |
| * | HANDICAP PARKING |
| [Pattern] | NO PARKING AREA |
| [Pattern] | PAVEMENT |
| [Pattern] | CONCRETE |
| [Pattern] | REINFORCED TURF |
| [Pattern] | BRICK |



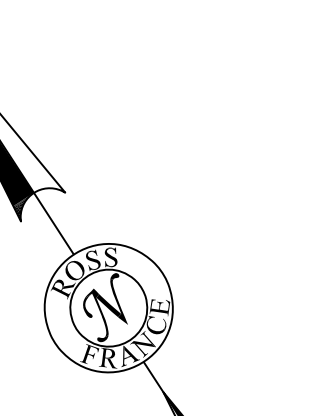
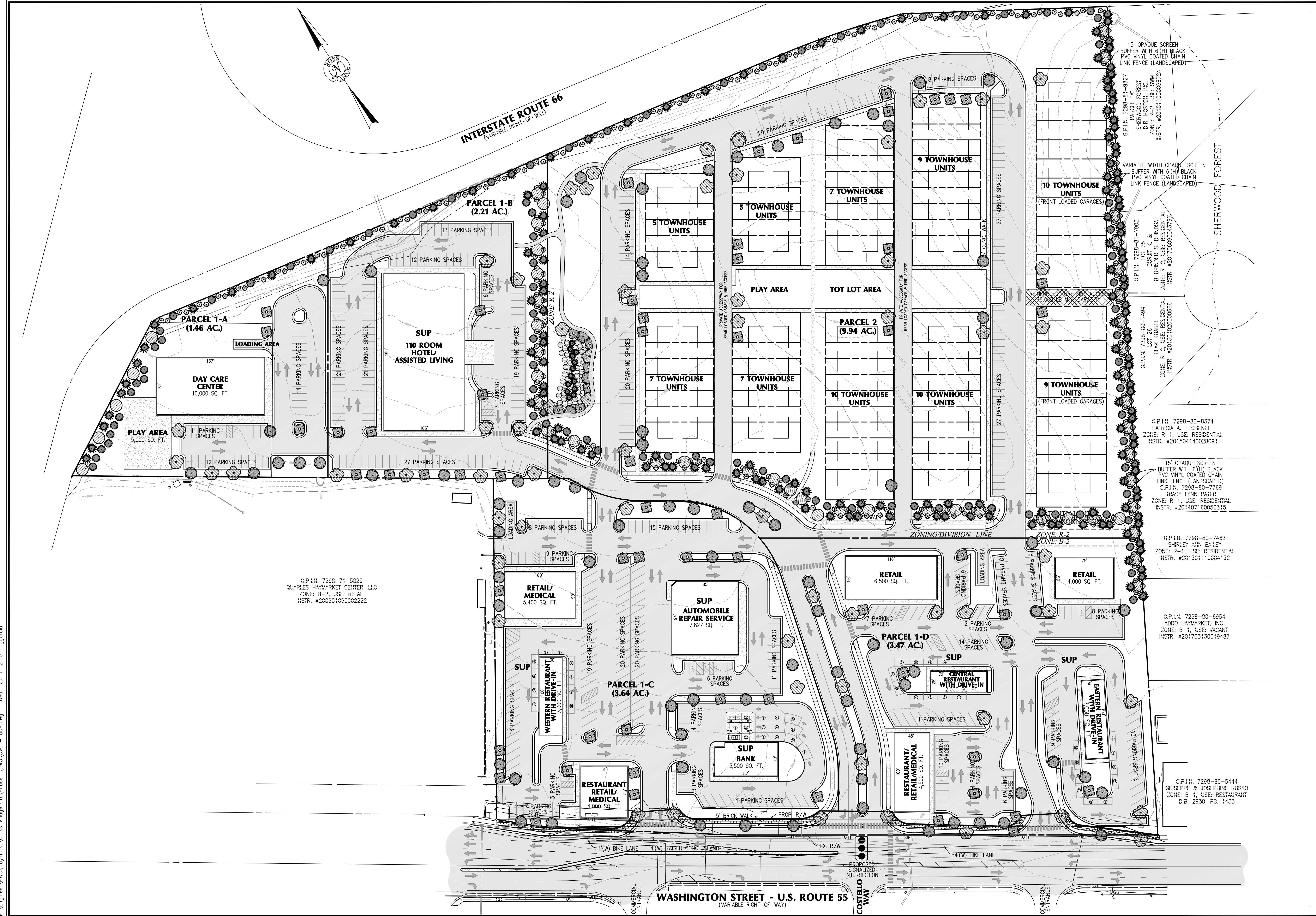
CROSSROADS VILLAGE CENTER
GAINESVILLE MAGISTRAL DISTRICT
PRINCE WILLIAM COUNTY, VIRGINIA
MARCH 30, 2018

GENERALIZED DEVELOPMENT AND AND SPECIAL USE PERMIT PLAN

| DATE | BY | REVISION |
|------------------|--------------|--------------------------------|
| 5/31/18 | RAM | REVISED PER TOWN COMMENTS |
| 7/11/18 | RAM | REVISED NOTES AND UPDATED PLAN |
| DES: SEM | DWN: GMG | CHK: RMM |
| FILE NO. DP #511 | SHEET 1 OF 2 | |

| DATE | BY | REVISION |
|---------|-----|--------------------------------|
| 5/31/18 | RMM | REVISED PER TOWN COMMENTS |
| 7/11/18 | RMM | REVISED NOTES AND UPDATED PLAN |

| | | |
|------------------|----------|----------|
| DES: SEM | DWN: GMG | CHK: RMM |
| FILE NO. DP #511 | | |
| SHEET 2 OF 2 | | |



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Attachment: Crossroads Village Center, Black and White Version (8705 - Crossroads Village Center, 15150 Washington Street)

| DATE | BY | REVISION |
|---------|-----|--------------------------------|
| 5/31/18 | RMM | REVISED PER TOWN COMMENTS |
| 7/11/18 | RMM | REVISED NOTES AND UPDATED PLAN |

| | | |
|------------------|----------|----------|
| DES: SEM | DWN: GMG | CHK: RMM |
| FILE NO. DP #511 | | |
| SHEET 1 OF 1 | | |

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G.P.I.N. 7298-71-5820
 QUARLES HAYMARKET CENTER, LLC
 ZONE: B-2, USE: RETAIL
 INSTR. #20090109002222

G.P.I.N. 7298-80-6854
 ADDO HAYMARKET, INC.
 ZONE: B-1, USE: RESTAURANT
 INSTR. #20170313019487

G.P.I.N. 7298-80-5444
 GIUSEPPE & JOSEPHINE RUSSO
 ZONE: B-1, USE: RESTAURANT
 D.B. 2930, PG. 1433

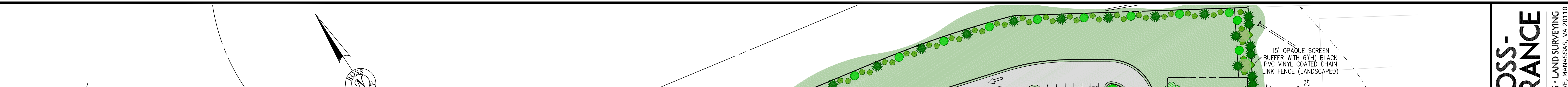
G.P.I.N. 7298-80-7463
 SHIRLEY ANN BAILEY
 ZONE: R-1, USE: RESIDENTIAL
 INSTR. #20130110604132

G.P.I.N. 7298-80-8374
 PATRICIA A. TITCHENELL
 ZONE: R-1, USE: RESIDENTIAL
 INSTR. #201504140228091

G.P.I.N. 7298-80-7484
 TILAK KHAREL
 LOT 26
 ZONE: R-2, USE: RESIDENTIAL
 INSTR. #20130102000885

G.P.I.N. 7298-81-7903
 GURJIT K. & BHUPINDER S. DINDSA
 ZONE: R-2, USE: RESIDENTIAL
 INSTR. #20170605045797

G.P.I.N. 7298-81-8027
 SHERWOOD FOREST
 ZONE: R-2, USE: RESIDENTIAL
 INSTR. #20101036038724



PROFFER STATEMENT FOR CROSSROADS VILLAGE CENTER

REZONING: Rezoning #2018-004, B-2 to R-2
 PROPERTY: Area to be Rezoned is a 9.94 acre Portion of GPIN 7298-81-2707 (the “Property”)
 RECORD OWNER: Haymarket Development # 1, LLC
 APPLICANT: Haymarket Development #1, LLC
 PROJECT NAME: Crossroads Village Center
 ORIGINAL DATE OF PROFFERS: April 3, 2018.
 REVISION DATE: July 11, 2018

The undersigned hereby proffers that the use and development of the subject property (“Property”), as described above shall be in strict conformance with the following conditions. In the event the above-referenced rezoning is not granted as applied for by the applicant (“Applicant”), these proffers shall be withdrawn and shall be null and void. If this application is denied by the Town Council for the Town of Haymarket (the “Town Council”) and an appeal is for any reason thereafter remanded to the Town Council for its reconsideration by a court of competent jurisdiction, then these proffers shall be deemed withdrawn unless the Applicant shall affirmatively readopt all or any portion hereof, in a writing specifically for that purpose. The headings of the proffers set forth below have been prepared for convenience of reference only and shall not control or affect the meaning or be taken as an interpretation of any provision of the proffers. The improvements proffered herein shall be provided at the time of development of that portion of the property adjacent to or including the improvement or other proffered requirement, unless otherwise specified herein. The term “Applicant” as referenced herein shall include within its meaning the present owner of the Property, all future owners, their assigns and successors and interests.

When used in these proffers, the “GDP” shall refer to the “Crossroads Village Center Generalized Development Plan and Special Use Permit Plan,” prepared by Ross-France, dated March 30, 2018, as revised July 11, 2018 (2 sheets), as supplemented by a colorized plan of the same name showing landscaping and buffering (one sheet) dated May 31, 2018, revised as of July 11, 2018.

The proffers offered by the Applicant are fully voluntary and not as a result of any demand by the Town or any of its officials, employees or agents. The Applicant hereby represents to the Town (and agrees that the Town may rely upon said representation) that (i) the Applicant has independently evaluated the impacts of its development; (ii) there is a nexus between each proffer offered by the Applicant and the impact of the proposed development; (iii) there is a rough proportionality between each proffer (whether in the form of cash, property or conditions) and the impact of the development; (iv) the proffers are in conformity with the Town’s Comprehensive Plan; and (v) neither the Town nor any of its officials, employees or agents have demanded a proffer from the Applicant.

1. LAND USE

- 1.1 Development shall be in substantial accord with the Generalized Development and Special Use Permit Plan entitled “Crossroads Village Center” prepared by Ross-France and dated March 30, 2018 (2 sheets) as supplemented by a colorized plan of the same name (one sheet) dated May 31, 2018 (the GDP) with the size, construction details and locations of buildings, roadways and other features being approximate subject to final engineering at site plan and with the color, construction materials and appearance of structures being subject to the issuance of certificates of appropriateness by the Architectural Review Board (ARB) at advertised public meetings.
- 1.2 Residential Development on the Property shall not exceed 79 townhouse units in the location generally shown on the GDP.
- 1.3 Townhouse dwellings shall be either 20’ or 24’-wide units.
- 1.4 Development of the Property shall be in substantial conformity with the GDP that is proffered hereby, with precise locations of roads, lot lines, lot widths and depths, utility lines, and other features generally depicted on the GDP being determined at the time of site or subdivision plan approval.
- 1.5 The Property shall be developed as a single-unified development to include a common architectural theme as specifically approved through certificates of appropriateness by the ARB and integrated vehicular and pedestrian access ways as depicted on the GDP and finalized through site plan approval.

2. PHASING

The Applicant shall construct, as part of the first phase of the development: (1) the Washington Street Improvements except for the traffic signal and pedestrian signals (as defined in Proffer #8), (2) the access road from Washington Street to Parcel 1-B as shown on the GDP and (3) a minimum of 15,000 feet of the commercial development shown on the GDP, all prior to the issuance of an occupancy permit for the 79th townhouse unit (Phase I). Applicant shall construct the Hotel/Assisted Living Facility, the Day Care facility and the other improvements shown on GDP on Parcel 1-A and Parcel 1-B, as part of the second phase of development (Phase II) or concurrently as part of Phase 1, at Applicant’s sole discretion.

3. ARCHITECTURAL DESIGN, SIGNAGE AND LANDSCAPING

- 3.1 The Applicant will use best efforts to ensure that the height of Townhouse units will not exceed 40-feet as measured from the finished grade. To the extent final grading results in height, as measured from the finished grade over 40 feet, then the applicable side yard setback shall be increased by .5 feet for every foot over 40 feet.
Architectural details of the townhouse units and the commercial structures will be determined through the issuance of certificates of appropriateness issued by the ARB.

4. STORM WATER MANAGEMENT

- 4.1 Storm water management for the Property shall employ best management practices (“BMP”).
- 4.2 Storm water retention shall be provided at site plan as approved by the Town.
- 4.3 Storm water management facilities shall be maintained by the appropriate owners’ associations provided below.

5. CREATION OF HOMEOWNERS’ ASSOCIATION

- 5.1 The Property shall be made subject to one or more homeowners’ associations that shall be created and be made responsible for the maintenance and repair of common areas, including common open space that may be established in accordance with the requirements of the Town zoning ordinance or these proffers. The HOA shall be granted such other responsibilities, duties and powers as a customary for such associations, or as may be required to affect the purposes for which the HOA is created. Such HOA shall also be granted sufficient powers that may be necessary, by regular special dues or assessments, to raise revenue sufficient to perform the duties assigned hereby, or by the documents creating the association.
- 5.2 The HOA documents shall prohibit the use or conversion of garages for living space, or for the primary purpose of storage of anything other than parked vehicles.
- 5.3 The covenants, conditions and restrictions of the HOA shall be subject to review and approval of the Zoning Administrator prior to recordation thereof, to ensure conformance of the requirements of these proffers.

6. PARKS AND RECREATION

- 6.1 The Applicant shall make a contribution to the Town Council for park purposes in the amount of \$3,792 per residential townhouse unit, payable upon the issuance of an occupancy permit for each such unit.
- 6.2 The Applicant shall reserve the open space or areas shown on the GDP as “Play Area” or “Tot Lot” for play areas or tot lots.

7. PUBLIC SAFETY

- 7.1 The Applicant shall make a contribution to the public safety purposes in the amount of \$280.00 per residential townhouse unit payable upon the issuance of a building permit for each such unit.

8. TRANSPORTATION

Applicant shall construct the following improvements as shown on the GDP (Washington Street Improvements) as part of Phase I, except for the traffic signal and pedestrian signals referenced in paragraph #8.3, which will be constructed as part of Phase II, when the signal is warranted:

- 8.1 right turn lanes as generally shown on the GDP.
- 8.2 a 4-foot wide, 6" high raised island and left turn lanes as generally shown on the GDP.
- 8.3 As part of Phase II, a traffic signal at the intersection of Washington Street/Costello Way at the main site entrance when warranted along with pedestrian signals, with the signal justification report being commenced no later than the completion of Phase I.
- 8.4 A cross walk on Washington Street .
- 8.5 The applicant shall construct a 5' brick walk along the Washington Street frontage as shown on the GDP.

The Applicant shall make a contribution to transportation purposes in the amount of \$3,799 per townhouse unit, payable upon issuance of an occupancy permit for each such townhouse unit.

At the time of issuance of the occupancy permit for the seventy-ninth town home and for uses representing seventy-five percent of the cumulative development square footage of commercial uses shown on the GDP, Applicant shall submit to VDOT a corridor traffic signal timing study for Route 15. This study shall evaluate the impact of potential timing adjustments to the intersection of Route 15 and Route 55 on the other intersections in the coordinated signal system along Route 15. Inclusion of signalized intersections south of Route 55 or north of Heathcote Boulevard shall not be required. Implementation of any revised signal timings shall be the responsibility of VDOT.

At the time of first site plan submission, Applicant shall submit to VDOT waiver requests for reductions in the lengths of the left turn lane tapers and full-width left turn lanes serving the eastern site access and the main site access/Costello Way. If VDOT approves such waiver requests, Applicant shall construct the turn lanes and tapers consistent with the site plan and the waiver approvals. If VDOT does not approve the waiver requests, Applicant shall coordinate design alternatives with the Town and VDOT resulting in a mutually-acceptable alternative design that will be reflected in the site plan and deemed substantially consistent with the GDP.

9. FIRE AND RESCUE

- 9.1 Applicant shall make a contribution to fire and rescue purposes in the amount of \$974 per townhouse unit, payable upon the issuance of a building permit for each such unit.

10. TOWN ADMINISTRATION

- 10.1 Applicant shall make a contribution to Town administration in the amount of \$171 per townhouse unit, payable upon the issuance of a building permit for each such unit.

11. SCHOOLS

- 11.1 The Applicant shall make a contribution to schools in the amount of \$10,300 per residential townhouse unit, payable upon the issuance of an occupancy permit for each such unit.

SIGNATURES ON FOLLOWING PAGES

APPLICANT:

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC, a Virginia Limited Liability Company, its
Manager

By: _____
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee

By: _____
OC-P3, LLC, its Member
Igor Levine, Member

By: _____
OC-P3, LLC, its Member
Nick Liu, Member

PROFFER STATEMENT FOR CROSSROADS VILLAGE CENTER

REZONING: Rezoning #2018-~~004~~, B-2 to R-2
 PROPERTY: Area to be Rezoned is a 9.94 acre Portion of GPIN 7298-81-2707 (the “Property”)
 RECORD OWNER: Haymarket Development # 1, LLC
 APPLICANT: Haymarket Development #1, LLC
 PROJECT NAME: Crossroads Village Center
 ORIGINAL DATE OF PROFFERS: April 3, 2018.
 REVISION DATE: ~~May 31~~, ~~June 13~~, July 31 2018

The undersigned hereby proffers that the use and development of the subject property (“Property”), as described above shall be in strict conformance with the following conditions. In the event the above-referenced rezoning is not granted as applied for by the applicant (“Applicant”), these proffers shall be withdrawn and shall be null and void. If this application is denied by the Town Council for the Town of Haymarket (the “Town Council”) and an appeal is for any reason thereafter remanded to the Town Council for its reconsideration by a court of competent jurisdiction, then these proffers shall be deemed withdrawn unless the Applicant shall affirmatively readopt all or any portion hereof, in a writing specifically for that purpose. The headings of the proffers set forth below have been prepared for convenience of reference only and shall not control or affect the meaning or be taken as an interpretation of any provision of the proffers. The improvements proffered herein shall be provided at the time of development of that portion of the property adjacent to or including the improvement or other proffered requirement, unless otherwise specified herein. The term “Applicant” as referenced herein shall include within its meaning the present owner of the Property, all future owners, their assigns and successors and interests.

When used in these proffers, the “GDP” shall refer to the “Crossroads Village Center Generalized Development Plan and Special Use Permit Plan,” prepared by Ross-France, dated March 30, 2018, as revised July 11, 2018 (2 sheets), as supplemented by a colorized plan of the same name showing landscaping and buffering (one sheet) dated May 31, 2018, revised as of July 11, 2018.

The proffers offered by the Applicant are fully voluntary and not as a result of any demand by the Town or any of its officials, employees or agents. The Applicant hereby represents to the Town (and agrees that the Town may rely upon said representation) that (i) the Applicant has independently evaluated the impacts of its development; (ii) there is a nexus between each proffer offered by the Applicant and the impact of the proposed development; (iii) there is a rough proportionality between each proffer (whether in the form of cash, property or conditions) and the impact of the development; (iv) the proffers are in conformity with the Town’s Comprehensive Plan; and (v) neither the Town nor any of its officials, employees or agents have demanded a proffer from the Applicant.

1. LAND USE

- 1.1 Development shall be in substantial accord with the Generalized Development and Special Use Permit Plan entitled "Crossroads Village Center" prepared by Ross-France and dated March 30, 2018 (2 sheets) as supplemented by a colorized plan of the same name (one sheet) dated May 31, 2018 (the GDP) with the size, construction details and locations of buildings, roadways and other features being approximate subject to final engineering at site plan and with the color, construction materials and appearance of structures being subject to the issuance of certificates of appropriateness by the Architectural Review Board (ARB) at advertised public meetings.
- 1.2 Residential Development on the Property shall not exceed 79 townhouse units in the location generally shown on the GDP.
- 1.3 ~~All~~ Townhouse dwellings shall ~~consist of~~ either 20' and/or 24'-wide units.
- 1.4 Development of the Property shall be in ~~strict~~substantial conformity with the GDP that is proffered hereby, ~~provided that minor with adjustments in~~precise locations of roads ~~locations~~, lot lines, lot widths and depths, utility lines, and other features generally depicted on the GDP being may be made determined at the time of site or subdivision plan approval.
- 1.5 The Property shall be developed as a single-unified development to include a common architectural theme as specifically approved through certificates of appropriateness by the ARB and integrated vehicular and pedestrian access ways as depicted on the GDP and finalized through site plan approval.

2. PHASING

The Applicant shall construct, as part of the first phase of the development: (1) the Washington Street Improvements except for the traffic signal and pedestrian signals (as defined in Proffer #8), (2) the access road from Washington Street to Parcel 1-B as shown on the GDP and (3) a minimum of 15,000 feet of the commercial development shown on the GDP, all prior to the issuance of an occupancy permit for the 79th townhouse unit (Phase I). Applicant shall construct the Hotel/Assisted Living Facility, the Day Care facility and the other improvements shown on GDP on Parcel 1-A and Parcel 1-B, as part of the second phase of development (Phase II) or concurrently as part of Phase 1, at Applicant's sole discretion.

2.3 ARCHITECTURAL DESIGN, SIGNAGE AND LANDSCAPING

- 2.3.1 The Applicant will use best efforts to ensure that the height of Townhouse units will not exceed 40-feet as measured from the finished grade. To the extent final grading results in height, as measured from the finished grade over 40 feet, then the applicable side yard setback shall be increased by .5 feet for every foot over 40 feet. Architectural details of the townhouse units and the commercial structures will be determined through the issuance of certificates of appropriateness issued by the ARB.

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3.4 STORM WATER MANAGEMENT

3.14.1 Storm water management for the Property shall employ best management practices (“BMP”).

3.24.2 Storm water retention shall be provided at site plan as approved by the Town.

3.34.3 Storm water management facilities shall be maintained by the appropriate owners’ associations provided below.

4.5 CREATION OF HOMEOWNERS’ ASSOCIATION

4.15.1 The Property shall be made subject to one or more homeowners’ associations that shall be created and be made responsible for the maintenance and repair of common areas, including common open space that may be established in accordance with the requirements of the Town zoning ordinance or these proffers. The HOA shall be granted such other responsibilities, duties and powers as a customary for such associations, or as may be required to affect the purposes for which the HOA is created. Such HOA shall also be granted sufficient powers that may be necessary, by regular special dues or assessments, to raise revenue sufficient to perform the duties assigned hereby, or by the documents creating the association.

4.25.2 The HOA documents shall prohibit the use or conversion of garages for living space, or for the primary purpose of storage of anything other than parked vehicles.

4.35.3 The covenants, conditions and restrictions of the HOA shall be subject to review and approval of the Zoning Administrator prior to recordation thereof, to ensure conformance of the requirements of these proffers.

5.6 PARKS AND RECREATION

5.16.1 The Applicant shall make a contribution to the Town Council for park purposes in the amount of \$3,792 per residential townhouse unit, payable upon the issuance of an occupancy permit for each such unit.

5.26.2 The Applicant shall reserve the open space or areas shown on the GDP as “~~Park/Common Play Area~~” or “~~Tot Lot~~” for ~~possible recreation play areas~~ or tot lots.

6.7 PUBLIC SAFETY

6.17.1 The Applicant shall make a contribution to the public safety purposes in the amount of \$280.00 per residential townhouse unit payable upon the issuance of a building permit for each such unit.

7.8 TRANSPORTATION

Applicant shall construct the following improvements as shown on the GDP (Washington Street Improvements) as part of Phase I, except for the traffic signal and

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pedestrian signals referenced in paragraph #8.3, which will be constructed as part of Phase II, when the signal is warranted:

- 8.1 right turn lanes as generally shown on the GDP.
- 8.2 a 4-foot wide, 6" high raised island and left turn lanes as generally shown on the GDP.
- 8.3 As part of Phase II, a traffic signal at the intersection of Washington Street/Costello Way at the main site entrance when warranted along with pedestrian signals, with the signal justification report being commenced no later than the completion of Phase I.
- 8.4 A cross walk on Washington Street.
- 8.5 The applicant shall construct a 5' brick walk along the Washington Street frontage as shown on the GDP.

The Applicant shall make a contribution to transportation purposes in the amount of \$3,799 per townhouse unit, payable upon issuance of an occupancy permit for each such townhouse unit.

At the time of issuance of the occupancy permit for the seventy-ninth town home and for uses representing seventy-five percent of the cumulative development square footage of commercial uses shown on the GDP, Applicant shall submit to VDOT a corridor traffic signal timing study for Route 15. This study shall evaluate the impact of potential timing adjustments to the intersection of Route 15 and Route 55 on the other intersections in the coordinated signal system along Route 15. Inclusion of signalized intersections south of Route 55 or north of Heathcote Boulevard shall not be required. Implementation of any revised signal timings shall be the responsibility of VDOT.

At the time of first site plan submission, Applicant shall submit to VDOT waiver requests for reductions in the lengths of the left turn lane tapers and full-width left turn lanes serving the eastern site access and the main site access/Costello Way. If VDOT approves such waiver requests, Applicant shall construct the turn lanes and tapers consistent with the site plan and the waiver approvals. If VDOT does not approve the waiver requests, Applicant shall coordinate design alternatives with the Town and VDOT resulting in a mutually-acceptable alternative design that will be reflected in the site plan and deemed substantially consistent with the GDP.

- 7.1 Applicant shall construct right turn lanes as generally shown on the GDP.
- 7.2 Applicant shall construct the 4 foot wide, 6" high raised island and left turn lanes as generally shown on the GDP.
- 7.3 The Applicant shall make a contribution to transportation purposes in the amount \$3,799 per townhouse unit, payable upon the issuance of an occupancy permit for each such townhouse unit.
- 7.4 The Applicant shall construct a traffic signal at the intersection of Washington Street/Costello Way at the main site entrance when warranted.

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~~7.5 The Applicant shall provide cross walks across Washington Street as part of construction of said traffic signal. The cross walks will include pedestrian signals and refuges within the median.~~
~~7.6 The applicant shall construct a 5' brick walk along the Washington Street frontage as shown on the GDP.~~

~~8-9~~ FIRE AND RESCUE

~~8-19.1~~ Applicant shall make a contribution to fire and rescue purposes in the amount of \$974 per townhouse unit, payable upon the issuance of a building permit for each such unit.

~~9-10~~ TOWN ADMINISTRATION

~~9-10.1~~ Applicant shall make a contribution to Town administration in the amount of \$171 per townhouse unit, payable upon the issuance of a building permit for each such unit.

~~10-11~~ SCHOOLS

~~10-11.1~~ The Applicant shall make a contribution to schools in the amount of \$10,300 per residential townhouse unit, payable upon the issuance of an occupancy permit for each such unit.

SIGNATURES ON FOLLOWING PAGES

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APPLICANT:

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC, a Virginia Limited Liability Company, its
Manager

By: _____
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee

By: _____
OC-P3, LLC, its Member
Igor Levine, Member

By: _____
OC-P3, LLC, its Member
Nick Liu, Member

**REVISED DEVELOPMENT NARRATIVE
CROSSROADS VILLAGE CENTER
GPINS: 7298-81-2618, 7298-71-7053**

Date:

MAY 31, 2018

REZ #2018-004

SUP # 2018-002 SUP #2018--003

SUP #2018-004 SUP #2018-005 SUP #2018-006

SUP #2018-007

Haymarket Development #1, LLC (Applicant) proposes a mixed use development of GPINs 7298-81-2707, 7298-71-7053 (the "Property") composed of various commercial uses and 79 townhouses. Applicant is the owner of the Property. The Application continues the rezoning for Rez-2014-1029, a mixed used project that was known as "Fairgrounds at Haymarket". This application, known as "Crossroads Village Center", continues the rezoning request component of the Fairgrounds at Haymarket for townhouses and also proposes beneficial commercial development consisting of by right and special permit uses on the Property that will remain zoned B-2.

The Property would be developed generally as shown on the Generalized Development and Special Use Permit Plan entitled "Crossroads Village Center", prepared by Ross-France and dated March 30, 2018 (2 sheets) as supplemented by a colorized plan of the same name showing additional landscaping and buffering (one sheet) dated May 31, 2018 (collectively "GDP") with the size and locations of buildings and other features being approximate, subject to further engineering at site plan. Note 7 of the GDP provides that parking and corresponding density shown is conceptual and may change according to the requirements of Zoning Ordinance Section 58-6.1 that allows for shared parking by complementary adjacent uses. The Property would be subdivided as part of the site plan process following rezoning according to the parcels shown on the GDP or into smaller subparcels. The overall architectural design and associated details, such as color and building materials, will be determined at a later point in time as part of approval of a certificate of appropriateness from the Architectural Review Board which shall include SUP uses and other uses as conceptually shown on the SUP.

The Applicant, thus, requests a rezoning of a 9.94-acre portion of GPIN 7298-81-2707 to R-2 shown as Parcel 2 on the GDP (the "Residential Portion"). The balance of the GPIN 7298-71-2707 would remain zoned B-2 and would be developed along with GPIN 7298-71-7053 (also zoned B-2) with approximately 160,000 square feet of retail stores and shops and restaurants shown as Parcels 1-A, 1-B, 1-C and 1-D on the GDP (the "Commercial Portion"). The Commercial Portion would include; (1) a 7,827 automobile repair service store for which a special use permit is requested (**Automobile Repair Service**); (2) a 3,500 square foot bank with a drive-through for which a special use permit is requested (**Bank**); (3) a 3,000 square foot restaurant with drive-through on the western edge of the site for which a special use permit is requested (**Western Restaurant**); (4) a 3,000 square foot restaurant with drive-through on the eastern side of the site for which a special use permit is requested (**Eastern Restaurant**); (5) a

2,000 square foot restaurant with a drive-through for which a special use permit is requested (**Central Restaurant**) and (6) a 110 hotel or assisted living facility not to exceed 75 feet , for which a special use permit is requested for height in excess of 50 feet (**Assisted Living Facility/Hotel**) and (7) a 10,000 Day Care Center with a 5,000 square-foot play area (**Day Care Facility**). By letter dated May 31, 2018, Applicant requested that the Planning Commission consider a Comprehensive Plan Amendment from the "Planned Interchange Park" land use designation to the "Residential Moderate Density" land use designation as part of its ongoing 5-year Comprehensive Plan review. The Applicant asserts in the letter that that the mix of Townhome and commercial development renders the Residential Moderate Density land use designation more consistent with the proposed development which contemplates townhomes as a market base for the commercial uses. It also asserts that the juxtaposition of townhomes to retail services furthers the Town's goal of safe and convenient pedestrian access to retail facilities.

Parcels 1-A and 1-B would contain the Day Care Facility and the Assisted Living Facility/Hotel, respectively. The use parameters of the Assisted Living Facility/Hotel fall within the definitions of "Hotel" and "Life Care Facility", by-right uses in the B-2 district; however, the Applicant seeks a special use permit to allow the height of the Assisted Living Facility/Hotel to exceed fifty feet as required by Zoning Ordinance § 58-11.7. The Applicant seeks to build no higher than 75 feet. The Day Care Center is a use by right because it use parameters fall within the Zoning Ordinance definition of "Day Care Facility".

Parcel 1-C would contain: (1) the Western Restaurant, (2) the Bank, (3) the Automobile Repair Service, (4) a 4,000 square foot building on the Washington Street frontage containing a restaurant as well as retail and medical office uses (Western Washington Street Restaurant/Medical) and (5) a 5,400 medical and retail building on the Western boundary of the site (Western Medical Building). The Applicant seeks special use permits for the Western Restaurant and the Bank on Parcel 1-B to allow a drive-through window for each. Applicant seeks a special use permit for the Automobile Repair Service on Parcel 1-B because it is a special use in the B-2 district. The Western Washington Street Restaurant/Medical is a use by right because no drive through window is being proposed.

Parcel 1-D would contain: (1) the Eastern Restaurant, (2) the Central Restaurant, (3) a 4,500 square foot building on Washington Street frontage containing retail medical uses (Eastern Washington Street Restaurant/Medical) and (4) two retail building of 6,500 square feet and 4,000 square feet respectively at the north of the parcel across from the townhomes (Retail Buildings). The Applicant seeks special use permits on Parcel 1-C for the Eastern Restaurant and the Central Restaurant to allow a drive-through window for each. The Eastern Washington Street Restaurant/Medical and the Retail Buildings are uses by right in the B-2 District because no drive through windows are being proposed.

The Applicant has proffered that that it will install: (1) the access road from Washington Street to Parcel 1-B, (2) a minimum of 15,000 square feet of commercial development and (3) the Washington Street Improvements (as defined below except for the the traffic signal and pedestrian signals) as part of the first phase of development (Phase 1). These Phase I items will be constructed prior to the issuance of an occupancy permit for the 79th townhome.

The Washington Street Improvements will consist of the following as shown on the GDP: (1) right turn lanes, (2) a 4-foot wide, 6" high median island (to separate left turn movements from through traffic), (3) a traffic signal at Washington Street/Costello Way intersection when warranted, with the signal justification report to commence prior to the completion of Phase I, (4) a crosswalk and (5) a 5-foot sidewalk along the Washington Street frontage.

The second phase of the development (Phase II) will include the traffic signal and pedestrian signals when warranted. Phase II will also include the Hotel/Assisted Living Facility, Day Care Center and the other improvements shown on Parcels 1-A and 1-B, or concurrently as part of Phase I, at Applicant's sole discretion.

The development shall be subject to additional approvals by the Town subsequent to rezoning and special use permit approval. These additional approvals that will specify the details of the project shown generally on the GDP and described in the proffers. The site plan approval process, for example, will require the Applicant to submit engineered plans in compliance with the Town's Zoning and Subdivision Ordinance for features such as roadway construction details, roadway and sidewalk circulation and other site features shown generally on the GDP, such as storm water management, parking and other site features such as dumpsters. The Zoning and Subdivision Ordinance also provides that no structure may be erected without a Certificate of Appropriateness from the Architectural Review Board (ARB), subject to appeal to the Town Council. Similar to the more detailed review of the GDP site features, therefore, the elevations for residential and commercial structures presented to the Planning Commission and Council will require detailed review and approval by the ARB before any construction can commence. The ARB holds public meetings at Town Hall on the third Wednesday of each month at 7:00 p.m. where the views of citizens can be heard on proposed construction materials, colors and design.

The remaining portion of this narrative address general issues regarding the development of the property in relation to Section 58-3.9 of the Zoning Ordinance and the 2008 Comprehensive Plan goals reflected therein as well as conformity with special use permit standards set forth in Section 58-1.7 of the Zoning Ordinance.

- A. Discussion of 58-3.9 standards (rezoning of 9.87 acres shown on Parcel 2 on the GDP from B-2 to R-2)

1. Existing Use and Character of the Area

The Property is undeveloped. It has been owned by the previous owner in its raw state since 1978. At 20.97 acres, it is the largest undeveloped land in the Town. See Comprehensive Plan, Figure 3 (2007 Map of the Town).

The area surrounding the Property is characterized by Route I-66, Route 15 and Washington Street. The Property has frontage on all three roads and is, therefore, highly visible and suitable for a combination of residential and commercial development.

2. Suitability of Property for Various Uses

The Property is ideal for a combination of commercial and residential development as shown on the GDP. The Property's frontage on three major roads lends to a combination of residential and commercial development. Its location provides convenient access for residents to I-66 for commuting to points east, such as the City of Manassas, the City of Fairfax, Tysons Corner and Washington D.C. The Property's frontage on Washington Street makes it ideal for neighborhood commercial development that will be patronized by residents and others. The depth of the Property from Washington Street to I-66 renders it suitable the sort of mixed development proposed by the GDP.

3. Trends of growth or change

In its Comprehensive Plan, the Town has recognized that residential and commercial uses will expand in the Town by virtue of forthcoming infrastructure changes. Section 1.2.6 of the Plan, entitled "Existing Land Use Summary" concludes that:

The availability of a number of large parcels of vacant land within the Town, the projected growth of the surrounding county areas, the Virginia Department of Transportation's projected widening of Route 15 to a six lane highway, and the County Comprehensive Plan projection of a full cloverleaf interchange at Interstate 66 and Route 15, points to the expansion of residential and commercial uses within the Town and the surrounding area.

In fact, the VDOT has constructed a diverging diamond interchange and has improved I-66 since the drafting of the Comprehensive Plan which reflects the need for improved upgraded infrastructure to serve the continuing expansion of residential and commercial uses.

(a) Haymarket Area

As reflected on Table 1 of the Comprehensive Plan, the Metropolitan Washington Council of Governments forecasted the population in the area including and surrounding the Town to grow from 11,387 in the year 2000 to 50,612 in the year 2015. Table 1 shows that the Town expects population in the Haymarket area to continue to grow. It predicts a population of 55,572 by the year 2020, constituting a growth 388% from the year 2000.

(b) Town of Haymarket

Section 1.8.2 of the Comprehensive Plan states that the Town's population grew 200 percent between 1990 and 2004. According to the U.S. Census Bureau, Population Division's Annual Estimates of Resident Population from April 1, 2010 to July 1, 2013, the Town's population was determined to be 1,782 by the 2010 Census. This formed a base for estimates by the U.S. Census of 1,831 persons as of July 1, 2011, 1,909 persons as of July 1, 2012 and 1,959 persons as of July 1, 2013. The American Fact Finder (U.S. Census Bureau) shows a similar population for 2016 at 1,826. Therefore, a Town population of 1,900 is a good estimate.

Section 1.8.4 of the Comprehensive Plan recites the U.S. Census Bureau's model-based income statistics for 2003 that show that the median household income for Haymarket was higher than the median income for Prince William County and that the Washington Metropolitan Area had the highest level of income of the Nation's twenty largest Metropolitan Areas. Section 1.8.4 concludes that:

Haymarket and Prince William County have shared the prosperity of the last decade and will continue to experience growth for many years to come. Three factors contributing to this increase include: 1) a decline in family size; 2) an influx of affluent families; and 3) an increase in the number of households where both spouses work. All of these changes must be addressed as growth continues and the needs of the community change.

Recent improvements within the Town such as Washington Road improvements at Route 15 and Washington Street and such as the Chick-fil-a and Sheetz reconfiguration confirm growth trends, as does the diverging diamond interchange. These applications recognize this trend by providing homes and commercial uses that will serve future residents.

4. Current and Future Requirements of the Town for Various Purposes as Determined by Population and Economic Studies and Other Studies.

The above studies demonstrate that there is an increasing need for residential housing and commercial activities in the Town and that these applications will accommodate this need. At the same time, the Residential Portion will not bring the Town population beyond 3,500 which is a trigger in the Code of Virginia for various Town services, most notably that the Town assume control and jurisdiction of streets within its boundaries. Assuming an average of 3 persons per townhome in accordance with Table 1 of the Comprehensive Plan, the Residential Portion would generate only approximately 237 additional residents. Even if one assumes 5 residents per townhomes, the project would generate only approximately 395 new residents. If one estimates 1,900 current Town residents consistent as set forth above, the worst case scenario at 5 residents per townhome would, therefore, only create total town population of 2,295 persons, significantly below the 3,500 threshold. Given the largely-developed nature of the Town, this healthy cushion would be more than enough to serve projects that remain to be built.

It is also significant that the development would not increase school capacities beyond those anticipated by the Prince William County School Division (School Division). The School Division's existing enrollment projections have already factored in the 87 townhomes that were proposed as part of the 2014 "Fairgrounds" iteration of the development. At 79 townhomes, therefore, this development actually represents a decrease in school impact from what the School Division currently contemplates. Further, Prince William County School Division School generation rates (Appendix b to the Schools CIP) shows townhome develop produces approximately twice the impact on elementary schools as opposed to either high schools or middle schools. Application of the school generation rates would produce 23.621 elementary school students, 11.376 middle school students and 13.983 high school students. This proportionally greater impact on elementary schools is significant in this case because the Schools boundary information shows that the likely elementary school for the children from the

requested townhome development will be Haymarket Elementary which is currently under capacity at 87.2% and which is expected to stay under capacity in the 2018-19 (86.5%) and 2022-23 (95.6%) according to the School Division capacity projections.

5. Transportation Requirements of the Community and the Town's Requirements for Parks, Playgrounds, Recreation areas, other Public Services, or the Conservation of Natural Resources and Preservation of Floodplains.

The Applicant has submitted a traffic impact analysis by Gorove/Slade Associates, Inc. (Gorove/Slade) following a scoping session with VDOT on February 21, 2018. The TIA demonstrates that the proposed development can be constructed while maintaining acceptable operations on the surrounding transportation system, with recommendations for improvements to mitigate impacts, such as the construction of a traffic signal at Washington Street (Route 55) and Costello Way (main site entrance) in accordance with VDOT standards as said signal is reflected on the GDP. VDOT issued relatively minor comments on the TIA on May 7, 2018 and Gorove-Slade provided responses that same day. Prince William County Transportation has provided curtesy review comments on May 21, 2018, including that the proffers should be revised to place parameters on when the traffic signal warrant study should be prepared and to clarify the a single crosswalk will be constructed. The Applicant has incorporated these suggestions into its revised proffer statement dated May 31, 2018 and has also addressed in the proffer statement and in the revised TIA other worthy comments such as listing the precise transportation improvements the Applicant will construct which said list also being set forth above.

It is significant to note that the Applicant's trip generation comparison study, submitted to VDOT per regulation to determine the applicability of VDOT Chapter 870 requirements, shows that the development would result in a reduction of 6,278 daily (24) hour trips from the daily trips that would be generated if no rezoning to townhomes were granted. Thus the request actually represents a lesser intensity development or a "downzoning" from the uses that are allowed by right. The Applicant submits that its proposal presents the Town with an opportunity to avoid alternative potential future development with a far greater vehicular impact. The alternative development would be allowed without any discretionary entitlement by the Town Council because the property remains zoned B-2. The B-2 zoning designation allows a plethora of by-right uses that produce high daily (24 hour) trips.

The proposed development complements the Town's commendable efforts in promoting development that can be easily and safely accessed by pedestrians. Section 2.2 of the Comprehensive Plan states that "[w]alkways beside state highway Route 55 should be improved in order to provide safe movement of pedestrians as well as increase the aesthetic nature of the Town's commercial area." The proposed development promotes this goal by providing a sidewalk along Washington Street/Route #55. The section of sidewalk will fill a vital missing link in the sidewalk network between the CVS Pharmacy and the rest of Town to the east.

The applications will not have a negative impact on natural resources or floodplains. In addition, the Applicant has preserved open space for a small park or common area between the townhouses and the hotel as well as green areas around storm water management facilities.

6. Conservation of Properties and their Values and the Encouragement of the Most Appropriate Use of Land throughout the Town.

Section 1.2.1 of the Comprehensive Plan entitled "General Land Use", states that:

The Comprehensive Plan calls for a mix of residential and non-residential land uses that will provide an economically and fiscally balanced land use strategy. Uses that generate high fiscal costs, such as residential development, must be balanced by uses that generate a positive revenue stream, such as employment uses. The land use policies are also based on compatibility in terms of appearance, scale, traffic generation and other factors.

Similarly, Section 1.2.2, entitled "General Land Use" states as one of its three general policies that:

- b. the Town will encourage a mix of residential and employment uses to promote a balanced tax base, provide jobs and offer a variety of housing opportunities in the Haymarket area.

The development proposed by these applications promotes providing a mix of residential and commercial development, with the fiscal costs to the Town from the residential development being more than offset by the revenues that will be generated by the commercial development. Consistent with Plan objectives, it will provide employment opportunities for the Haymarket area and housing opportunities in the Town.

The proposed development would also honor the Comprehensive Plan goal, as set forth in Section 2.3, to "create well defined, attractive commercial areas which offer accessibility and create a neighborhood shopping atmosphere which does not negatively affect nearby residential areas." The GDP shows that the Residential Portion is far removed from Washington Street and distinct from the Commercial area. In this regard, the proposed development also serves the Comprehensive Plan goal of creating "well defined, attractive commercial areas which offer accessibility and create a neighborhood shopping atmosphere which does not negatively affect adjacent residential areas." In addition, the GDP shows buffering between the Commercial Portion and the existing residential properties to the east. In this regard, the proposal honors another Land Use Plan goal of providing buffers between conflicting land uses.

B. 58-1.7(d) Standards (special use permits)

1. The proposed uses at stipulated locations shall be in accordance with official policies of the Comprehensive Plan.

The six (6) proposed special permit uses honor the General Land Use Policies set forth in Section 1.2.2. In conjunction with the townhomes and the retail by right uses, the special permit uses requested would promote the Comprehensive Plan's vision for a mix of residential and employment uses to promote a balanced tax base and provide jobs, perhaps even for those who may live on site. The special permit uses will also provide

needed services to townhome residents and to other Town residents. The availability of such services within walking distance honors the Town's planning goals of reducing vehicle trips.

2. The proposed uses shall be in accordance with the general purpose and intent of the applicable zoning district requirements.

Development of the requested special uses on land at the western edge of the Town of the Town honors the purpose of the B-2 District to concentrate business in a coordinated manner and to provide for more intense commercial uses away from the Town center. As reflected on the GDP, these uses demonstrate a high standard in site layout, design and landscaping so as to minimize traffic congestion on accessory roadways and minimize the impact of traffic at an interchange with adjacent uses.

3. The proposed use shall not adversely affect the health, safety or general welfare of persons residing or working in the neighborhood.

As reflected on the GDP, the special uses are integrated into a planned comprehensive development not only protects the townhomes from adverse impacts from the commercial uses but also allows for integrated walkable community where residents can benefit from the commercial services provided and the commercial establishments can benefit from a proximate customer base.

4. Pedestrian and vehicular traffic generated by the proposed use shall not be hazardous or conflict with the existing and anticipated traffic in the neighborhood.

The property is currently undeveloped such that there is no existing traffic; however, the GDP shows how the traffic flow to and from the proposed special use permit uses is separated from the anticipated traffic to and from the townhomes.

5. Utility, drainage, parking, loading and other necessary facilities provided to serve the proposed use shall be adequate.

Utility, drainage, parking and loading and all other necessary facilities will be required at site plan stage in accordance with the DCSM. As set forth above, the GDP provides that parking and corresponding density shown is conceptual and may change according to the requirements of Zoning Ordinance Section 58-6.1 that allows for shared parking by complementary adjacent uses.

Conclusion

The proposed development honors the Comprehensive Plan goal of a balanced program for future land use to ensure the health, welfare and safety of the Town and its residents by

striking an appropriate balance between residential and commercial development that promotes the health, safety and welfare of the new and existing residents. It does so by allowing them healthy residential and commercial opportunities in a pedestrian-friendly unified development.

RECEIVED APR 04 2018

- Check Appropriate Item(s):
- Amendment to Zoning Map
 - Zoning Text Amendment
 - Special Use
 - Variance
 - Appeal of Administrative Decision

Office Use Only:

Date Received: Apr - 04 - 2018

Application Number: REZ#2018-004

Fees Received: \$

Part 1 – to be completed by **ALL** applicants

1-A Identification of Property – For zoning text amendments, this is the property in which the applicant has an interest, which will be affected by the text change. For all other applications, it is the land, which is covered by the application.

- 1) Number and Street: 15150 Washington Street (GPIN 7298-81-2707) 20.081 acres
6500 James Madison Highway (GPIN 7298-71-7053) .897 acres
- 2) Present Zoning: B-2 3) Acres: 20.97
- 4) Legal Description of Property (Omit for zoning text amendment) – Attach if necessary.
20.9574 acres as set forth in deed dated March 8, 2018 recorded at Instrument 201803280021389 (attached).

1-B Property – (Omit for zoning text amendments)

- 1) The deed restrictions, covenants, trust indentures, etc. on said property are as follows (or copy attached); if NONE, so state: NONE.
- 2) a) Has this property or any part thereof ever been considered for Variance, Special Use, Appeal of Administrative Decision or Amendment to the Zoning District Map before?
 YES NO (Case was filed but was never considered)
- b) Date: _____ c) Former Application No. _____
- d) What was the disposition of the case? Case was filed but was never considered by
Planning Commission or Town Council
- e) Former Applicant Name: 15-66 Associates, LLC
Former Address: 2407 Columbia Pike, Arlington, Virginia 22204
Former Phone: 703-591-7020

1-C Identification of Applicant – All applicants must have standing (an interest in property that will be directly affected by requested action)

- 1) Applicant Information:
Name: Haymarket Development #1, LLC
Address: 4080 Lafayette Center Drive, Suite 265, Chantilly, Virginia 20151
Phone Number: 571-375-1756
- 2) Agent Information (if any):
Name: Gifford R. Hampshire, Blankingship & Keith, PC
Address: 4020 University Drive, Suite 300, Fairfax, VA 22030
Phone Number: 703-691-1235
- 3) Owners of all property included in this application (omit for zoning text change):
Name: Haymarket Development # 1, LLC
Address: 4080 Lafayette Center Drive, Suite 265, Chantilly, Virginia 20151
Phone Number: 571-375-1756
Name: _____
Address: _____
Phone Number: _____

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Name: _____

Address: _____

Phone Number: _____

Name: _____

Address: _____

Phone Number: _____

- 4) If applicant is a Land Trust or Partnership or if the subject property is owned or controlled by a Land Trust or Partnership, List name and interest of **ALL** Land Trust Beneficiaries or Partners and attach evidence that the person submitting the application on behalf of the Land Trust or Partnership is authorized to do so.

Trustee/Partner Name: _____

Address: _____

Phone Number: _____ Interest: _____

Beneficiary/Partner Name: _____

Address: _____

Phone Number: _____ Interest: _____

Beneficiary/Partner Name: _____

Address: _____

Phone Number: _____ Interest: _____

- 5) Does the applicant have a proprietary interest in the land or land improvements? YES NO (In the case of a zoning text amendment, this means at least one parcel of land is subject to the text change)

If YES, state interest and attach documentation: Yes, Applicant is contract purchaser.

If NO, state what interest otherwise qualifies the applicant to apply: _____

- 6) Names of the owners of improvement(s) on the property in this application if different from above: (Omit for zoning text amendment)

Name: _____

Address: _____

Phone Number: _____

Name: _____

Address: _____

Phone Number: _____

Name: _____

Address: _____

Phone Number: _____

- 7) If the applicant is a corporation, attach the evidence that the person submitting the application on behalf of the corporation is authorized to do so.

See Authorization letter dated _____ See Authorization Letter dated March _____, 2018.

Part 2 – Complete **ONLY** portion(s) of Pages 3, 4 & 5 pertaining to your case. (as checked at top of Page 1)

2-A Rezoning – (Amendment to the zoning district map) – Applications for Amendments to the Zoning District Map are heard by the Planning Commission which makes a positive or negative recommendation to the Town Council. Only the Town Council has authority to grant or deny amendments to the Zoning District Map.

- 1) a) Existing Zoning: B-2 b) Proposed Zoning: R-2 (9.94 acres of 20.97 acres)
 c) Existing Use: Vacant
 d) Proposed Use: Townhouses
- 2) a) The following are submitted with this application:
 Preliminary Site Plan Rendering or Perspective Other (GDP)
 b) Are there any land use intensity (LUI) requirements? YES NO
 c) Attach brief justifying this request. This brief should include an analysis of how the rezoning application is supportive or not supportive of relevant goals, objectives, policies or programs in the Comprehensive Plan. (Staff will assist.)

2-B Zoning Text Amendment – Applications for amendments to the zoning text are heard by the Planning Commission, which makes a recommendation to the Town Council. Only the Town Council has the authority to change the zoning text, which is done by passing an amendment to the Town Code.

- 1) What section(s) of the Town Code is proposed to be amended? _____
- 2) What is the nature of the proposed change? _____
- 3) Attach the exact language suggested by the application to be added, deleted, or changed in the Town Code.
- 4) Attach a written statement, which justifies the proposed change. The statement should also identify potential positive and negative impacts (if any) of the proposed change to the applicant's property, nearby properties, and the entire community if the application is approved or if it is denied.

2-C Special Use Request – Special Use requests are heard by the Planning Commission, which makes a positive or negative recommendation to the Town Council. Only the Town Council has the authority to grant or deny a Special Use.

- See GDP, narrative and six (6) separate special use permit applications, attached.

- 1) Are development plans submitted with this application? (Staff member will explain.) YES NO
- 2) Parking Requirements:
 a) Proposed number of parking spaces to be provided: _____
 b) Number of parking spaces required by Town Code: _____
 c) Attach tabulation of total land area and percentage thereof designated for various uses
 d) Are there any land use intensity (LUI) requirements? YES NO
 If YES, attach data.
- 3) Estimated cost of proposed Special Use project:
 a) Land: \$ _____ Improvements: \$ _____
 b) Estimated completion date: _____
- 4) Submit a brief justifying the reasons for this request. This brief should include an analysis of how the rezoning application is supportive or not supportive of relevant goals, objectives, policies or programs in the Comprehensive Plan. (Staff will assist.)

2-D Variance Request – Variances are granted or denied by the Zoning Board of Appeals (ZBA). Reversal of ZBA decisions may be secured only through the judicial system.

- 1) a) All information required may be shown on one sheet if appropriate.
 b) Check characteristic(s) of the property preventing it from being used in accordance with the terms of the Town Code (Zoning Ordinance):
 Too Narrow Elevation Soil

- Too Small Slope Subsurface
 Too Shallow Shape Other (Attach specifics)
- c) Attach a description and/or drawings of the item(s) checked, giving dimensions were appropriate.
- 2) Attach requirements for the appropriate zoning district from which relief is sought as described in the Town Code.
- 3) Attach a brief explanation how the above site zoning conditions prevent any reasonable use of the land under the terms of the Town Code (Zoning Ordinance).
- 4) a) To the best of your knowledge, can you affirm that the hardship described above was not created by an action of anyone having proprietary interest in the land after the zoning article or applicable part thereof became law? YES NO
 b) If NO, explain why the hardship should not be regarded as self-imposed (self-imposed hardships are not entitled to variance).
-
- c) Are the conditions on the property the result of other man-made changes (such as relocation of a road or highway, etc.)? YES NO
 d) If YES, attach descriptions and maps where appropriate.
 e) Do the above-described conditions of hardship for which this request for variance is filed apply only to this property? If YES, attach an explanation. YES NO
- 5) Which of the following modifications will allow a reasonable use of the land?
 Change in the setback requirements change in lot coverage requirements
 Change in height requirements change in area requirements
 Other (attach description)
- 6) a) Attach description of proposed use.
 b) Is proposed use permitted in the zoning district? YES NO
 c) Will the granting of a variance in the form requested be in harmony with the general purpose and intent of the zoning article and district statement of intent and not be injurious to the neighborhood or detrimental to the public welfare? YES NO
 d) Attach a brief elaborating on this last point.

2-E Appeal of Administrative Decision – Administrative decisions are reviewed by the Zoning Board of Appeals (ZBA). Such administrative decisions may be reversed or sustained by the ZBA. Reversal of ZBA decision may be secured only through the judicial system.

- 1) Date of administrative decision leading to this appeal: _____
- 2) Attach a brief, which specifically states the decision the administrative official made, the reasons given for the decision and specifically what you are herewith appealing. Elaborate on the reasons for this request, and why the Zoning Board of Appeals in your opinion should overrule the administrative official's decision.

Part 3 – To be completed by ALL applicants

AFFIDAVIT – This part of the application must be notarized. Do not sign until in the presence of a Notary Public.

1) To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:

See attached signature page for Haymarket Development #1, LLC (Applicant and Owner)

a) Signature of **applicant**: _____
and 1 Crossroads Village Center

b) Signature of **agent** (if any): _____
Gifford R. Hampshire

c) Date: _____ *Notary Seal*

2) a) Signed and sworn before me this: _____

b) Signature of **Notary**: _____

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Tom Levine
OC-P3, LLC, its Member
Igor Levine, Member

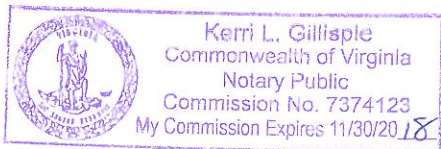


COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

SUP# 2018-002



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/Public Hearing.

NAME OF BUSINESS/APPLICANT: Haymarket Development #1, LLC

SITE ADDRESS: 15150 Washington Street; 6500 James Madison Highway

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

PROPOSED USE(S): Restaurant, drive-in **CODE SECTION(S) #:** 58-11.3

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 workday and any other changes that will affect the nature or appearance of the structure(s) or site.*
This application requests a special use permit for a drive-in restaurant located on the Western boundary of

Parcel 1-C as shown on the GDP and as referred to in the narrative as "the Western Restaurant"

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

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: _____ **NO. OF EMPLOYEES WORKING FROM SITE:** _____

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

| APPLICANT/PERMIT HOLDER INFORMATION | | PROPERTY OWNER INFORMATION | |
|--|----------|--|--|
| Haymarket Development #1, LLC | | Haymarket Development #1, LLC | |
| Name | | Name | |
| 4080 Lafayette Center Drive, Suite 265 | | 4080 Lafayette Center Drive, Suite 265 | |
| Address | | Address | |
| Chantilly, | Virginia | 20151 | |
| City | State | Zip | |
| c/o Gifford R. Hampshire, Esq.; 703-691-1235 | | 571-375-1756 | |
| Phone#(s) | | Phone#(s) | |
| ghampshire@bklawva.com | | | |
| Email Address | | Email Address | |

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



TOWN OF HAYMARKET
SPECIAL USE PERMIT APPLICATION

SUP# _____

APPLICANT / PROPERTY OWNER CONSENT

*****REQUIRED*****

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein or attached hereto is correct and a true representation of the activity and method of operation described. Construction of any improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket, any additional restrictions and/or conditions prescribed by the Planning Commission or the Town Council, and all other applicable laws.

See attached.

See attached.

Applicant Signature

Property Owner Signature

Date

Date

OFFICE USE ONLY

DATE FILED: _____ FEE AMOUNT: _____ DATE PAID: _____

DATE TO ZONING ADMINISTRATOR: _____ STAFF REVIEW COMPLETE: _____

APPLICABLE ZONING ORDINANCE SECTION(S) / RECOMMENDED CONDITIONS:

ZONING ADMINISTRATOR

DATE

DATE TO PLANNING COMMISSION: _____ PUBLIC HEARING DATE: _____

RECOMMEND APPROVAL RECOMMEND DENIAL NO RECOMMENDATION

RECOMMENDED CONDITIONS:

CHAIRMAN

DATE

DATE TO TOWN COUNCIL: _____ PUBLIC HEARING DATE: _____

APPROVED DENIED

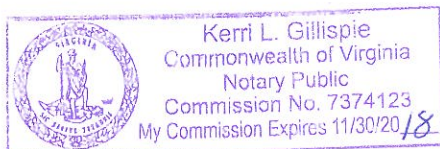
CONDITIONS:

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee

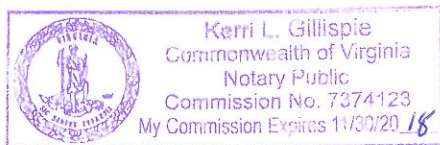


COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Igor Levine
OC-P3, LLC, its Member
Igor Levine, Member

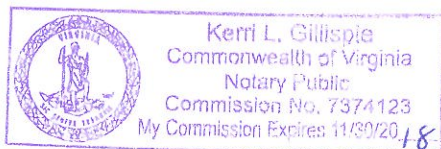


COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

RECEIVED APR 04 2018

SUP# 2018-003



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/Public Hearing.

NAME OF BUSINESS/APPLICANT: Haymarket Development #1, LLC

SITE ADDRESS: 15150 Washington Street; 6500 James Madison Highway

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

PROPOSED USE(S): Restaurant with drive in CODE SECTION(S) #: 58-11.3

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 workday and any other changes that will affect the nature or appearance of the structure(s) or site. This application requests a special use permit for restaurant with a drive in window as shown on the GDP and as referred to in the narrative as "Central Restaurant".

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

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: _____ NO. OF EMPLOYEES WORKING FROM SITE: _____

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

| APPLICANT/PERMIT HOLDER INFORMATION | | PROPERTY OWNER INFORMATION | |
|--|-------|--|---------------------------|
| Haymarket Development #1, LLC | | Haymarket Development #1, LLC | |
| Name | | Name | |
| 4080 Lafayette Center Drive, Suite 265 | | 4080 Lafayette Center Drive, Suite 265 | |
| Address | | Address | |
| Chantilly, | VA | 20151 | Chantilly, Virginia 20151 |
| City | State | Zip | City State Zip |
| c/o Gifford R. Hampshire, Esq.; 703-691-1235 | | 571-375-1756 | |
| Phone#(s) | | Phone#(s) | |
| ghampshire@bklawva.com | | | |
| Email Address | | Email Address | |

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



TOWN OF HAYMARKET
SPECIAL USE PERMIT APPLICATION

SUP# _____

APPLICANT / PROPERTY OWNER CONSENT

*****REQUIRED*****

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein or attached hereto is correct and a true representation of the activity and method of operation described. Construction of any improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket, any additional restrictions and/or conditions prescribed by the Planning Commission or the Town Council, and all other applicable laws.

See attached.

See attached.

Applicant Signature

Property Owner Signature

Date

Date

OFFICE USE ONLY

DATE FILED: _____ FEE AMOUNT: _____ DATE PAID: _____

DATE TO ZONING ADMINISTRATOR: _____ STAFF REVIEW COMPLETE: _____

APPLICABLE ZONING ORDINANCE SECTION(S) / RECOMMENDED CONDITIONS:

ZONING ADMINISTRATOR

DATE

DATE TO PLANNING COMMISSION: _____ PUBLIC HEARING DATE: _____

RECOMMEND APPROVAL RECOMMEND DENIAL NO RECOMMENDATION

RECOMMENDED CONDITIONS:

CHAIRMAN

DATE

DATE TO TOWN COUNCIL: _____ PUBLIC HEARING DATE: _____

APPROVED DENIED

CONDITIONS:

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Igor Levine
OC-P3, LLC, its Member
Igor Levine, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
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Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

RECEIVED APR 04 2018

SUP# 2018-004



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/Public Hearing.

NAME OF BUSINESS/APPLICANT: Haymarket Development #1, LLC

SITE ADDRESS: 15150 Washington Street; 6500 James Madison Highway

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

PROPOSED USE(S): Restaurant, drive-in CODE SECTION(S) #: 58-11.3

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 workday and any other changes that will affect the nature or appearance of the structure(s) or site.

This application requests a special use permit for a drive-in window for the approximately 3,000 square foot restaurant located at the Eastern boundary of Parcel 1-D as shown on the GDP and as referred to in the narrative as "the Eastern Restaurant"

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

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: _____ NO. OF EMPLOYEES WORKING FROM SITE: _____

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

| APPLICANT/PERMIT HOLDER INFORMATION | PROPERTY OWNER INFORMATION |
|--|--|
| Haymarket Development #1, LLC | Haymarket Development #1, LLC |
| Name 4080 Lafayette Center Drive, Suite 265 | Name 4080 Lafayette Center Drive, Suite 265 |
| Address Chantilly, Virginia 20151 | Address Chantilly, Virginia 20151 |
| City State Zip c/o Gifford R. Hampshire, Esq.; 703-691-1235 | City State Zip 571-375-1756 |
| Phone#(s) ghampshire@bklawva.com | Phone#(s) |
| Email Address | Email Address |

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



TOWN OF HAYMARKET
SPECIAL USE PERMIT APPLICATION

SUP# _____

APPLICANT / PROPERTY OWNER CONSENT

*****REQUIRED*****

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein or attached hereto is correct and a true representation of the activity and method of operation described. Construction of any improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket, any additional restrictions and/or conditions prescribed by the Planning Commission or the Town Council, and all other applicable laws.

See attached.

See attached.

Applicant Signature

Property Owner Signature

Date

Date

*****OFFICE USE ONLY*****

DATE FILED: _____ FEE AMOUNT: _____ DATE PAID: _____

DATE TO ZONING ADMINISTRATOR: _____ STAFF REVIEW COMPLETE: _____

APPLICABLE ZONING ORDINANCE SECTION(S) / RECOMMENDED CONDITIONS:

ZONING ADMINISTRATOR

DATE

DATE TO PLANNING COMMISSION: _____ PUBLIC HEARING DATE: _____

RECOMMEND APPROVAL RECOMMEND DENIAL NO RECOMMENDATION

RECOMMENDED CONDITIONS:

CHAIRMAN

DATE

DATE TO TOWN COUNCIL: _____ PUBLIC HEARING DATE: _____

APPROVED DENIED

CONDITIONS:

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee

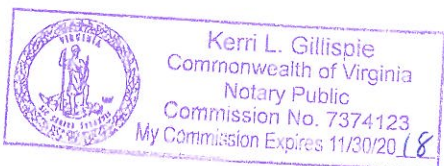


COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Igor Levine
OC-P3, LLC, its Member
Igor Levine, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
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Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
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Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

RECEIVED APR 04 2018 SUP# 2018-005



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/Public Hearing.

NAME OF BUSINESS/APPLICANT: Haymarket Development #1, LLC

SITE ADDRESS: 15150 Washington Street; 6500 James Madison Highway

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

PROPOSED USE(S): Hotel/assisted Living facility over 50 ft. CODE SECTION(S) #: 58-11.7

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 workday and any other changes that will affect the nature or appearance of the structure(s) or site. This application requests a special use permit to allow the Hotel/Assisted Living to be constructed

higher than 50 feet, namely to a maximum of approximately 75 feet on Parcel 1-B, as reflected on the GDP and narrative

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

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: _____ NO. OF EMPLOYEES WORKING FROM SITE: _____

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

| APPLICANT/PERMIT HOLDER INFORMATION | PROPERTY OWNER INFORMATION |
|---|--|
| Haymarket Development #1, LLC | Haymarket Development #1, LLC |
| Name | Name |
| 4080 Lafayette Center Drive, Suite 265 | 4080 Lafayette Center Drive, Suite 265 |
| Address | Address |
| Chantilly, Virginia 20151 | Chantilly, Virginia 20151 |
| City State Zip | City State Zip |
| c/o Gifford R. Hampshire, Esq; 703-691-1235 | 571-375-1756 |
| Phone#(s) | Phone#(s) |
| ghampshire@bklawva.com | |
| Email Address | Email Address |

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



TOWN OF HAYMARKET
SPECIAL USE PERMIT APPLICATION

SUP# _____

APPLICANT / PROPERTY OWNER CONSENT

*****REQUIRED*****

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein or attached hereto is correct and a true representation of the activity and method of operation described. Construction of any improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket, any additional restrictions and/or conditions prescribed by the Planning Commission or the Town Council, and all other applicable laws.

See attached.

Applicant Signature

See attached.

Property Owner Signature

Date

Date

OFFICE USE ONLY

DATE FILED: _____ FEE AMOUNT: _____ DATE PAID: _____

DATE TO ZONING ADMINISTRATOR: _____ STAFF REVIEW COMPLETE: _____

APPLICABLE ZONING ORDINANCE SECTION(S) / RECOMMENDED CONDITIONS:

ZONING ADMINISTRATOR

DATE

DATE TO PLANNING COMMISSION: _____ PUBLIC HEARING DATE: _____

RECOMMEND APPROVAL RECOMMEND DENIAL NO RECOMMENDATION

RECOMMENDED CONDITIONS:

CHAIRMAN

DATE

DATE TO TOWN COUNCIL: _____ PUBLIC HEARING DATE: _____

APPROVED DENIED

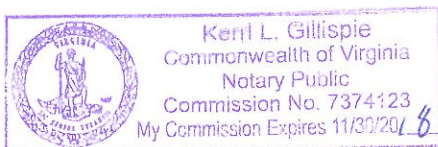
CONDITIONS:

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Igor Levine
OC-P3, LLC, its Member
Igor Levine, Member

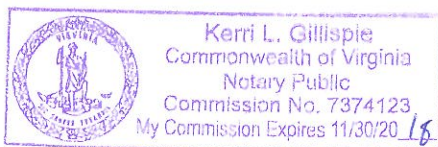


COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
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Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
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Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

RECEIVED APR 04 2018

SUP# 2018-006



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/Public Hearing.

NAME OF BUSINESS/APPLICANT: Haymarket Development #1, LLC

SITE ADDRESS: 15150 Washington Street; 6500 James Madison Highway

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

PROPOSED USE(S): Automobile repair service **CODE SECTION(S) #:** 58-11.3

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 workday and any other changes that will affect the nature or appearance of the structure(s) or site.*
This application requests a special use permit for an automobile repair service on Parcel 1-C as shown on the GDP and as referred to in the narrative.

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

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: _____ **NO. OF EMPLOYEES WORKING FROM SITE:** _____

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

| APPLICANT/PERMIT HOLDER INFORMATION | | | PROPERTY OWNER INFORMATION | | |
|---|-----------|--------------|---|-----------|--------------|
| <u>Haymarket Development #1, LLC</u> | | | <u>Haymarket Development #1, LLC</u> | | |
| Name | | | Name | | |
| <u>4080 Lafayette Center Drive, Suite 265</u> | | | <u>4080 Lafayette Center Drive, Suite 265</u> | | |
| Address | | | Address | | |
| <u>Chantilly,</u> | <u>VA</u> | <u>20151</u> | <u>Chantilly,</u> | <u>VA</u> | <u>20151</u> |
| City | State | Zip | City | State | Zip |
| <u>c/o Gifford R. Hampshire, Esq.; 703-691-1235</u> | | | <u>571-375-1756</u> | | |
| Phone#(s) | | | Phone#(s) | | |
| <u>ghampshire@bklawva.com</u> | | | _____ | | |
| Email Address | | | Email Address | | |

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



TOWN OF HAYMARKET
SPECIAL USE PERMIT APPLICATION

SUP# _____

APPLICANT / PROPERTY OWNER CONSENT

*****REQUIRED*****

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein or attached hereto is correct and a true representation of the activity and method of operation described. Construction of any improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket, any additional restrictions and/or conditions prescribed by the Planning Commission or the Town Council, and all other applicable laws.

See attached.

See attached.

Applicant Signature

Property Owner Signature

Date

Date

OFFICE USE ONLY

DATE FILED: _____ FEE AMOUNT: _____ DATE PAID: _____

DATE TO ZONING ADMINISTRATOR: _____ STAFF REVIEW COMPLETE: _____

APPLICABLE ZONING ORDINANCE SECTION(S) / RECOMMENDED CONDITIONS:

ZONING ADMINISTRATOR

DATE

DATE TO PLANNING COMMISSION: _____ PUBLIC HEARING DATE: _____

RECOMMEND APPROVAL RECOMMEND DENIAL NO RECOMMENDATION

RECOMMENDED CONDITIONS:

CHAIRMAN

DATE

DATE TO TOWN COUNCIL: _____ PUBLIC HEARING DATE: _____

APPROVED DENIED

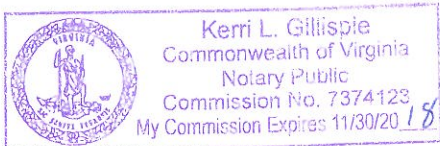
CONDITIONS:

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie

Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Igor Levine
OC-P3, LLC, its Member
Igor Levine, Member



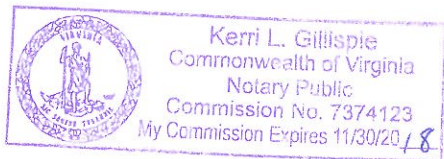
COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
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Kerri Gillispie

Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
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Kerri Gillispie

Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



RECEIVED APR 04 2018

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SUP# 2018-007

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/Public Hearing.

NAME OF BUSINESS/APPLICANT: Haymarket Development #1, LLC

SITE ADDRESS: 15150 Washington Street; 6500 James Madison Highway

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

PROPOSED USE(S): Bank with drive in CODE SECTION(S) #: 58-11.3

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 workday and any other changes that will affect the nature or appearance of the structure(s) or site. This application requests a special use permit for a drive-in window for a bank on Parcel 1-C as shown

on the GDP and as referred to in the narrative as "Bank"

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

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: _____ NO. OF EMPLOYEES WORKING FROM SITE: _____

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

| APPLICANT/PERMIT HOLDER INFORMATION | PROPERTY OWNER INFORMATION |
|--|--|
| Haymarket Development #1, LLC | Haymarket Development #1, LLC |
| Name | Name |
| 4080 Lafayette Center Drive, Suite 265 | 4080 Lafayette Center Drive, Suite 265 |
| Address | Address |
| Chantilly, Virginia 22204 | Chantilly, Virginia 20151 |
| City State Zip | City State Zip |
| c/o Gifford R. Hampshire, Esq.; 703-691-1235 | 571-375-1756 |
| Phone#(s) | Phone#(s) |
| ghampshire@bklawva.com | |
| Email Address | Email Address |

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



TOWN OF HAYMARKET
SPECIAL USE PERMIT APPLICATION

SUP# _____

APPLICANT / PROPERTY OWNER CONSENT

*****REQUIRED*****

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein or attached hereto is correct and a true representation of the activity and method of operation described. Construction of any improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket, any additional restrictions and/or conditions prescribed by the Planning Commission or the Town Council, and all other applicable laws.

See attached.

Applicant Signature

See attached.

Property Owner Signature

Date

Date

OFFICE USE ONLY

DATE FILED: _____ FEE AMOUNT: _____ DATE PAID: _____

DATE TO ZONING ADMINISTRATOR: _____ STAFF REVIEW COMPLETE: _____

APPLICABLE ZONING ORDINANCE SECTION(S) / RECOMMENDED CONDITIONS:

ZONING ADMINISTRATOR

DATE

DATE TO PLANNING COMMISSION: _____ PUBLIC HEARING DATE: _____

RECOMMEND APPROVAL RECOMMEND DENIAL NO RECOMMENDATION

RECOMMENDED CONDITIONS:

CHAIRMAN

DATE

DATE TO TOWN COUNCIL: _____ PUBLIC HEARING DATE: _____

APPROVED DENIED

CONDITIONS:

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Development #1, LLC,
a Virginia Limited Liability Company

By: Haymarket Development Partners MM, LLC,
a Virginia Limited Liability Company, its Manager

By: Melissa Ricketts
The Don L and Melinda L Wooden Trust, its Manager
Melissa Ricketts, Trustee

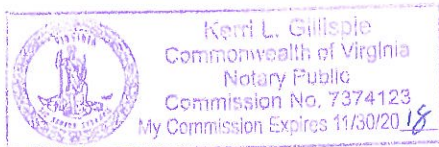


COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Igor Levine
OC-P3, LLC, its Member
Igor Levine, Member

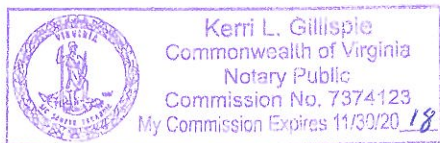


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Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

By: Nick Liu
OC-P3, LLC, its Member
Nick Liu, Member



COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF FAIRFAX

Subscribed and sworn before me this 3 day of
April 2018, in my city/county and state
aforesaid, by the forenamed principal.

Kerri Gillispie
Notary Public
My Commission Expires: 11-30-18
My Registration ID#: 7374123

Attachment: Crossroads Village Center Applications (3705 : Crossroads Village Center, 15150 Washington Street)



Development Impact Statement

June 6, 2018

REZ2018-004, CROSSROADS VILLAGE CENTER

Town of Haymarket

Not Subject to the new Proffer Law-SB-549

The applicant is requesting to rezone 9.94 acres of a mixed-use development from B-2 to R-2 to allow for the development of 79 townhouse units.

The proposed mixed-use development is located in the Town of Haymarket and is provided to the School Division for comments due to the generated students attending Prince William County Public Schools.

Based on annually updated county-wide student generation factors, the proposed dwelling units are projected to generate the following numbers of students. School-by-school student generation rates can vary by plus or minus 50% in a specific development:

| Housing Units Proposed | |
|------------------------|-----------|
| Single Family | 0 |
| Townhouse | 79 |
| Multifamily | 0 |
| Total | 79 |

| Students Generated | |
|--------------------|-----------|
| Elementary | 24 |
| Middle | 11 |
| High | 14 |
| Total | 49 |

Under the School Division's 2017-18 districting, students living in this general area will attend the following schools:

| School | Available Space | | 2017-18 | | | 2022-23 | | | 2027-28 | | |
|----------------|-----------------|---------------------|----------|------|-----------|----------|--------|-----------|----------|--------|-----------|
| | Capacity | Portable Classrooms | Students | +/- | Util. (%) | Students | +/- | Util. (%) | Students | +/- | Util. (%) |
| Haymarket ES | 946 | | 825 | 121 | 87.2% | 904 | 42 | 95.6% | 1,005 | -59 | 106.2% |
| Reagan MS | 1,233 | | 1,383 | -150 | 112.2% | 1,370 | -137 | 111.1% | 1,493 | -260 | 121.1% |
| Battlefield HS | 2,053 | 16 | 2,941 | -888 | 143.3% | 3,131 | -1,078 | 152.5% | 3,289 | -1,236 | 160.2% |

Other schools potentially affected by this development:

| School | Available Space | | 2017-18 | | | 2022-23 | | | 2027-28 | | |
|-------------------|-----------------|---------------------|----------|-----|-----------|----------|-----|-----------|----------|-----|-----------|
| | Capacity | Portable Classrooms | Students | +/- | Util. (%) | Students | +/- | Util. (%) | Students | +/- | Util. (%) |
| Alvey ES | 857 | | 688 | 169 | 80.3% | 702 | 155 | 81.9% | 730 | 127 | 85.2% |
| Buckland Mills ES | 938 | | 651 | 287 | 69.4% | 706 | 232 | 75.3% | 843 | 95 | 89.9% |
| Gravelly ES | 955 | | 779 | 176 | 81.6% | 854 | 101 | 89.4% | 895 | 60 | 93.7% |
| Mountain View ES | 722 | | 584 | 138 | 80.9% | 555 | 167 | 76.9% | 625 | 97 | 86.6% |
| Tyler ES | 558 | | 502 | 56 | 90.0% | 508 | 50 | 91.1% | 542 | 16 | 97.1% |

Maureen Hannan

Supervisor of Land Acquisition and CIP Planning

Analysis

- Haymarket Elementary School’s current enrollment has sufficient capacity to accommodate the projected 24 elementary students. However, the projected 10-year enrollment does not have sufficient capacity.
- Reagan Middle School’s current and projected enrollment does not have sufficient capacity to accommodate the projected 11 middle school students.
- Battlefield High School’s current and projected enrollment does not have sufficient capacity to accommodate the projected 14 high school students.
- Per the following School Facility Capacity Metrics chart, the Approved CIP 2019-2028 identifies a solution within ten years for Reagan Middle School and within five years for Battlefield High School.
- There is no solution proposed for the projected ten-year overcrowding at Haymarket Elementary School.

| | Affected School (Capacity) | Current Space Available | Projected Space - 5 Years | Projected Space - 10 Years | CIP Solution within 5 Years | CIP Solution within 10 Years | CIP Solution Comments |
|------------|----------------------------|-------------------------|---------------------------|----------------------------|-----------------------------|------------------------------|---------------------------|
| Elementary | Haymarket ES (946) | 121 | 42 | -59 | | No | |
| Middle | Reagan MS (1,233) | -150 | -137 | -260 | No | Yes | Middle School West (2024) |
| High | Battlefield HS (2,053) | -888 | -1,078 | -1,236 | Yes | No | 13th HS (2021) |

Applicant’s Proffers

- The applicant’s Proffer Statement, dated April 3, 2018, indicates a monetary contribution of \$10,300 per townhouse unit and will generate approximately \$813,700.
- The “PWC Policy Guide for Monetary Contributions” does not apply to this rezoning since PWC does not take action on this rezoning. The Town of Haymarket Council is responsible for action on the Crossroads Village Center rezoning.

School Division Comments

- The School Board is not in support of any rezoning that increases student capacity at schools already at, or in excess of, 100% capacity, or a rezoning that causes student capacity at any school to exceed 100% capacity, unless proffers sufficient to mitigate the impact to the School Division are received.



Agenda Item Details

| | |
|--------------------|--|
| Meeting | Jun 06, 2018 - School Board Meeting |
| Category | 15. Adoption of Consent Agenda |
| Subject | Proposed Rezoning - Crossroads Village Center (Town of Haymarket) (Cline) |
| Access | Public |
| Type | Action (Consent) |
| Recommended Action | That the Prince William County School Board approves the Development Impact Statement for the Crossroads Village Center rezoning that states the School Board is not in support of any rezoning that increases student capacity at schools already at, or in excess of, 100% capacity, or a rezoning that causes student capacity at any school to exceed 100% capacity. |

Public Content

Summary: The Crossroads Village Center applicant is requesting to rezone 9.94 acres of a mixed-use development from B-2 to R-2 to allow for the development of 79 townhouse units.

This proposed mixed-use development is located in the Town of Haymarket and provided to the School Division for comments due to the generated students attending Prince William County Public Schools.

This proposed rezoning is not subject to the new proffer law, SB-549.

The attached Development Impact Statement outlines the impact of the proposed rezoning on the School Division: 24 elementary school students, 11 middle school students, and 14 high school students. The applicant's Proffer Statement, dated April 3, 2018, indicates a monetary contribution of \$10,000 per townhouse unit and will generate approximately \$813,700.

The "PWC Policy Guide for Monetary Contributions" does not apply to this rezoning since PWC does not take action on this rezoning. The Town of Haymarket Council is responsible for action.

[18-004 crossroads village \(haymarket\).pdf \(373 KB\)](#)

Administrative Content


Executive Content

All items under the consent agenda are adopted by one motion unless a member of the Board or the Superintendent requests that an item be removed and voted upon separately.

| VIRGINIA DEPARTMENT OF TRANSPORTATION PRINCE WILLIAM LAND USE PROJECT REVIEW COMMENT AND RESOLUTION SHEET | | | | TIA - ACCEPTED | COMMENT CATEGORIES: 1. REQUIREMENT 2. RECOMMENDATION |
|---|-------------------------|---|------------------|---|--|
| COUNTY NUMBER: HAYMARKET REZ 2014-1029 | | DEVELOPER/ENGINEER: GOROVE/SLADE | | REVIEWER(S): HIREN C JOSHI; P.E. /MOHSIN ZAIDI, P.E. | DATE: 06/19/18 |
| PROJECT NAME: CROSSROADS VILLAGE CENTER | | REVIEW PHASE & TYPE: 3 RD REVIEW TIA | | DISCIPLINE: PWC LAND USE & TE SECTION | |
| ITEM No. | DWG. No. ⁽¹⁾ | COMMENTS | COMMENT CATEGORY | RESPONSE ⁽²⁾ DATE: | FINAL DISPOSITION ⁽³⁾ |
| 3.00 | TIA | Our Traffic Engineering Section has reviewed the Traffic Impact Analysis for the subject site and they have no further comments. Please note that applicant still needs to submit a Signal Justification Report (SJR) for the main site access along Rte.55. It should also be noted that recommendations if any from such report may require changes to the Traffic Impact Analysis and conceptual plan for the development. | 2 | | |

Attachment: Crossroads Village at Haymarket rez 2014-1029 06-19-18 (002) VDOT (3705 : Crossroads

| | |
|---|---|
| (1) Indicate drawing no./page no. or use "G" for general comment. (2) To be filled out by Applicant/Engineer. Date of Response is required. (3) The VDOT reviewer is responsible for the final disposition of all comments. | Note: This form is to be used by the VDOT land use team to provide comments or concerns associated with the rezoning applications, site plans or any other plans when requested by the county or the applicants. REVISED SEPTEMBER, 2014 |
|---|---|

| | | |
|---|---|--|
| PRINCE WILLIAM COUNTY DEPARTMENT OF TRANSPORTATION PROJECT REVIEW COMMENT AND RESOLUTION SHEET |  | COMMENT CATEGORIES: 1. CORRECTIONS 2. RECOMMENDATIONS |
|---|---|--|

| | | | |
|---|---|---------------------------------------|----------------------|
| COUNTY PROJECT NUMBER: HAYMARKET | DEVELOPER/ENGINEER: GOROVE/SLADE | REVIEWER(S): ELIZABETH SCULLIN | DATE: 5-21-18 |
|---|---|---------------------------------------|----------------------|


| | | |
|--|--|--|
| TYPE & SUBMITTAL #REZ AND SUP | PROJECT NAME: HAYMARKET CROSSROADS VILLAGE CENTER | |
|--|--|--|

| ITEM NO. | DWG. NO. ⁽¹⁾ | COMMENTS | COMMENT CATEGORY | RESPONSE ⁽²⁾ DATE: | FINAL DISPOSITION ⁽³⁾ |
|----------|-------------------------|--|------------------|-------------------------------|----------------------------------|
| 1 | | The conclusions should clearly outline the list of improvements responsibility of the developer as a result of the study and avoid general statements about minimal impacts and mitigation measures that rely on drivers figuring out another way to travel other than on Washington Street. | 1 | | |
| 2 | | Proffer 7.4 should place parameters on when the traffic signal warrant study will be prepared. | 2 | | |
| 3 | | Proffer 7.5 states that the Applicant will provide crosswalks across Washington Street – only one crosswalk is shown on the GDP. | 1 | | |
| 4 | | No loading spaces are shown on the GDP. | 1 | | |
| 5 | | The 100’ taper shown on WB Washington at the eastern access point is very short. | 1 | | |
| 6 | | There are a number of storage lanes and tapers that are not of sufficient length to satisfy the County’s Design and Construction Standard Manual. The Town should evaluate these factors to determine if waivers are required. | 2 | | |
| | | | | | |
| | | | | | |

(1) To be filled out by Applicant/Engineer. Date of Response is required.
 (2) The PWC reviewer is responsible for the final disposition of all comments.

Note: This form is to be used by the PWC Transportation Planning to provide comments or concerns associated with the rezoning applications, site plans, special use permit applications or any other plans when requested by or the applicants.
 REVISED MARCH, 2017

Attachment: PWC Transportation Comments - Haymarket Crossroads - Haymarket Crossroads (3705 : Crossroads Village Center,

| PRINCE WILLIAM COUNTY DEPARTMENT OF TRANSPORTATION PROJECT REVIEW COMMENT AND RESOLUTION SHEET | | | |  | COMMENT CATEGORIES: 1. CORRECTIONS 2. RECOMMENDATIONS |
|---|-------------------------|--|------------------|---|--|
| COUNTY PROJECT NUMBER: HAYMARKET | | DEVELOPER/ENGINEER: GOROVE/SLADE | | REVIEWER(S): ELIZABETH SCULLIN | DATE: 5-21-18 |
| TYPE & SUBMITTAL #REZ AND SUP | | PROJECT NAME: HAYMARKET CROSSROADS VILLAGE CENTER | | | |
| ITEM NO. | DWG. NO. ⁽¹⁾ | COMMENTS | COMMENT CATEGORY | RESPONSE ⁽²⁾ DATE: | FINAL DISPOSITION ⁽³⁾ |
| | | | | | |
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Attachment: PWC Transportation Comments - Haymarket Crossroads - Haymarket Crossroads (3705 : Crossroads Village Center,

(1) To be filled out by Applicant/Engineer. Date of Response is required.
 (2) The PWC reviewer is responsible for the final disposition of all comments.

Note: This form is to be used by the PWC Transportation Planning to provide comments or concerns associated with the rezoning applications, site plans, special use permit applications or any other plans when requested by or the applicants.
 REVISED MARCH, 2017



COUNTY OF PRINCE WILLIAM

5 County Complex Court, Prince William, Virginia 22192-9201
 (703) 792-6830, Metro 631-1703, Ext. 6830, FAX 792-4401
 www.pwcgov.org

PLANNING
OFFICE

Rebecca Horner, AICP, CZA
 Director of Planning

May 18, 2018

Ms. Emily Lockhart
 Town of Haymarket, Town Planner
 15000 Washington Street, Suite #100
 Haymarket, VA 20169

RE: Comments on Haymarket Crossroads Village Center Applications

Dear Ms. Lockhart,

Thank you for the opportunity to comment on the proposed comprehensive plan amendment, rezoning and special use permit applications for Haymarket Crossroads Village Center, for 16,000 square feet of retail and restaurant uses and 79 townhomes. The site is located on the north side of John Marshall Highway/Route 55 and adjacent to Interstate 66. Based on the submission packet, the following potential effect to Prince William County is anticipated:

The proposed special use permits create a centralized, auto-oriented, corridor, which is incompatible with the adjacent planned office and employment uses (Regional Employment Center), where auto-oriented uses are discouraged, in Prince William County. Prince William County supports principles of smart growth, including:

1. Mix land uses in the Development Area.
2. Take advantage of compact, environmentally friendly and energy efficient building design.
3. Create a range of housing opportunities and choices.
4. Create walkable neighborhoods.
5. Foster distinctive, attractive communities with a strong sense of place.
6. Preserve open space, farmland, cultural resources, natural beauty, and critical environmental areas.
7. Strengthen and direct development towards existing communities and infrastructure.
8. Provide a variety of transportation choices.
9. Make development decisions predictable, fair, and cost-effective.
10. Encourage community and stakeholder collaboration.

Attachment: Haymarket Crossroads Comments from PWC (3705 : Crossroads Village Center, 15150 Washington Street)

Haymarket Crossroads Village Center Applications
Page 2

The Planning Office forwarded the application package to the Schools Division and the Prince William County Department of Transportation. Comments will come from them directly. Due to the proximity to Interstate 66, we recommend transportation comments be coordinated with VDOT and Prince William County Department of Transportation. We have the following remaining comments:

1. Landscaping details were not provided.
2. Consider landscaping design elements consistent with the County's Journey Through Hallowed Ground Corridor Management Plan.
3. Lighting and signage details were not provided.

In closing, preserving the integrity of the regional employment center corridor is important to Prince William County. Accordingly, as you move forward with the review process, we request that you consider the potential impacts of the proposed development to the County. If you have any questions regarding these comments, please contact me.

Sincerely,



Rebecca Horner, AICP, CZA
Planning Director

CC: Christopher M. Price, Deputy County Executive
Rick Canizales, Transportation Director
Maureen Hannan, Prince William County Schools Division
File



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

Emily Lockhart
TOWN PLANNER

MEMORANDUM

TO: Town Council
FROM: Emily K. Lockhart, Town Planner and Zoning Administrator
DATE: July 31, 2018
SUBJECT: Staff Report: Crossroads Village Center 15150 Washington Street; REZ#2018-004
Rezoning Application and SUP#2018-002, SUP#2018-003, SUP#2018-004,
SUP#2018-005, SUP#2018-006, SUP#2018-007, Special Use Permit Applications.

I. Background:

a. Request:

- i. To rezone a 9.94 acre portion of 15150 Washington Street, GPIN 7298-81-2707 from B-2, Business Commercial to R-2, Residential, to construct 79 residential units (all townhouses). Applications, Development Narrative, Generalized Development Plan and Proffer Statement was submitted to the Town April 4, 2018. Revisions to the Generalized Development Plan and the Proffer Statement have been submitted; Current Documents are dated – GDP Revision Date 7/11/2018, Proffer Statement Revision Date 7/11/2018
- ii. To apply for six (6) Special Use Permits to allow;
 1. three (3) restaurant drive-through uses,
 2. one (1) bank with a drive-through,
 3. one (1) automobile repair service use,
 4. one (1) building height in excess of 50 feet.

| Uses/Development Features | Existing Zoning Uses/Permitted Development | Proposed Development (Some features require Rezoning & SUP) |
|----------------------------|--|---|
| Zoning | B-2, Business commercial zoning | R-2, residential rezoning for 9.94 acres, remaining acreage will stay B-2 |
| Use | Office & Commercial | Mixed Use Development; Residential, Commercial, Retail |
| Residential Density | Accessory Apartments permitted by-right on the second story of business use. | 79 townhomes on the rezoned portion of the parcel |

Attachment: CVC Staff Report 08-02-2018 (3705 : Crossroads Village Center, 15150 Washington Street)

| | | |
|-------------------------------|--|---|
| Nonresidential Density | Maximum buildable lot coverage shall not exceed 75 percent of the total lot area, maximum lot coverage shall not exceed 85 percent | R-2 Portion: See <i>Sec. 58-8.5 - Area regulations</i> B-2 Portion: Maximum buildable lot coverage shall not exceed 75 percent of the total lot area; maximum lot coverage shall not exceed 85 percent |
|-------------------------------|--|---|

- b. Site Location: The site is located on the west side of Town, north of Route 55/Washington St, south of Interstate 66 and east of Route 15/James Madison Highway. The site address is: 15150 Washington Street and 6500 James Madison Highway. (see maps in Appendix I) The sites are identified on Prince William County maps as GPIN 7298-81-2707 and 7298-71-7053.
- c. Comprehensive Plan: The site is designated as Planned Interchange Park in the Town of Haymarket's 2008 Comprehensive Plan.
- d. Zoning: The site is zoned B-2, business commercial zoning.
- e. Surrounding Land Uses: The site is located on the north side of Route 55/ Washington Street, and bordered by Interstate 66 and Route 15/James Madison Highway. The properties abutting the eastern property line are single family residential properties and two commercial properties; 15120 Washington Street, Giuseppe's Restaurant and 6680 Fayette Street, A Dog's Day Out. The properties abutting the western property line are commercial business; 15250 Washington Street, Chick-fil-a Restaurant and Drive-Through, The Fauquier Bank and Drive-Through and CVS Pharmacy with a Drive-Through pick-up window. Across Route 55/Washington Street is a mixture of commercial businesses to include; automobile repair service, restaurants, offices, grocery store, and other personal service businesses.

II. Current Situation

- a. Town Planner Recommendation: The Town Planner recommends approval of REZ#2018-004, Rezoning Application and SUP#2018-002, SUP#2018-003, SUP#2018-004, SUP#2018-005, SUP#2018-006, SUP#2018-007, Special Use Permit Applications for the following reasons;
 - i. Rezoning—the rezoning allows for a mixture of uses on the western end of Town, creating an ideal walking environment for residents. The portion of land that is proposed for rezoning is located at the back of the property, thus keeping the commercial uses front and center on Washington Street. Additionally, the rezoning is a downzoning from commercial to residential use. The residential portion of the development will provide a less intensive use in the development and pair well with the commercial uses at the front of the development.
 - ii. three (3) restaurant drive-through uses—the restaurant drive-through uses are recommended for approval contingent on appropriate measures to manage

traffic flow to and from the site. Two preexisting fast-casual restaurants with drive-throughs currently operate on the western end of Town. At times these restaurants can impact the flow of traffic on Washington Street or within the restaurant site itself. With the addition of turn lanes and a new streetlight the traffic flow will be mitigated and better controlled on the western end of Town. The generalized development plan demonstrates proper parking requirements and adequate traffic flow.

- iii. one (1) bank with a drive-through-- The bank drive through use would raise similar concerns to a restaurant drive through. It is expected that the amount of traffic for the bank will be less intensive than the restaurant drive-through and comparable to the existing drive-through bank located at 15240 Washington Street. The bank drive-through use is recommended for approval, the generalized development plan demonstrates proper parking requirements and adequate traffic flow.
- iv. one (1) automobile repair service use—The automobile repair service located at this site raises some concerns over parking, maintaining proper exterior conditions at the building (outside storage, repair equipment, environmental concerns) and traffic flow within the site. These matters would be addressed during the site plan phase. Additional maintenance concerns would be handled through the Zoning Administrator issuing notices of violation. The automobile repair service is recommended for approval, the generalized development plan demonstrates proper parking requirements and adequate traffic flow.
- v. one (1) building height in excess of 50 feet-- The proposed building height in excess of 50 feet would not exceed 75 feet in height. The proposed use for this building would be an assisted living facility or hotel/conference room. The use falls within the by-right uses allowed in the B-2 district. The height of the building would make it the tallest structure in Town. This structure would be positioned at the back of the property along the Interstate. The section of the property where the building sets is at a lower topography than the surrounding land. The building would be positioned behind the other buildings and features which would assist with blending the building into the landscape. The building would be approximately 6 stories in height; comparable to the hotel facilities in Gainesville, VA. The building height is recommended for approval, with the recommendation that the builder work closely with the ARB to blend the architectural features into the existing landscape and the proposed structures.

b. Planning Commission Public Hearing: The Town of Haymarket Planning Commission has a Joint Public Hearing scheduled with Town Council for May 21, 2018 at 6:00pm in Town Hall. The public hearing has been advertised and all notifications posted.

III. Issues

a. Comprehensive Plan

Attachment: CVC Staff Report 08-02-2018 (3705 : Crossroads Village Center, 15150 Washington Street)

- i. The Town of Haymarket’s Planned Land Use Map zones 15150 Washington Street and 6500 James Madison Highway/GPIN 7298-81-2707 and 7298-71-7053, as Planned Interchange Park. The 2008 Comprehensive Plan states “to accommodate future commercial development the plan recommends that major commercial growth be limited to those areas designated as the Town Center and the Planned Interchange Park” (Comprehensive Plan, page 89). Furthermore, the Planned Interchange Park concept revolves around the idea that highway-oriented development needs to be planned as whole. The key concept of the Planned Interchange Park is plan for a mixture of commercial, office, professional and retail uses around common parking facilities.
- ii. Vehicle access should be carefully designed, and adequate landscaping and screening will be required to minimize potentially adverse impacts on surrounding land uses.
- b. Other Jurisdictional Comments
 - i. Please find all Outside Agencies Comments attached at the back of the Staff Report
- c. Legal Uses of the Property
 - i. The property is currently zoned Business Commercial, B-2, which allows for the following **by-right uses**:
 - 1. Residential: Accessory Apartment (2nd story on commercial buildings)
 - 2. Civic: civic use, club, cultural services, education facility (primary/secondary), recreation facility (public), shelter
 - 3. Commercial: Automobile parts/supply, retail, Brewery (500 barrels or less annually) or Distillery (5,000 gallons or less annually), Brewery (over 500 barrels annually) or Distillery (over 5,000 gallons annually), Business-- short-term rental (STRB), Business support service, Catering-- commercial (off-premises), Commercial indoor amusement, Commercial indoor entertainment, Commercial indoor sports and recreation, Communications service, Consumer repair service, Day care center, Farmer’s market, Financial institution, Garden center, Gasoline station, Greenhouse—commercial, Guidance services, Halfway house, Hotel, Laundry, Life care facility, Nursing home, Office—general, Office—medical, Pawn shop, Personal improvement services, Personal services, Restaurant-- fast food, Restaurant—general, Restaurant—mobile, Restaurant—small, Store—general, Store—grocery, Store—liquor, Store-- neighborhood convenience, Studio-- fine arts, Veterinary hospital/clinic
 - 4. Miscellaneous: Parking facility, utility service—minor
 - ii. B-2 Uses by Special Use Permits:
 - 1. Residential: Multi-family dwelling, Townhouse
 - 2. Civic: Educational facility-- college/university, Emergency shelter, Public assembly, Public maintenance and service facility, Recycling center, Refuse collection site, Religious assembly

Attachment: CVC Staff Report 08-02-2018 (3705 : Crossroads Village Center, 15150 Washington Street)

3. Commercial: Automobile rental/leasing, Automobile repair service, Bed and breakfast, Business or trade school, Car wash, Commercial outdoor entertainment, Commercial outdoor sports and recreation, Commercial vehicle repair service, Construction sales and service, Custom manufacturing, Equipment sales and rental, Funeral home, Hospital, Restaurant-- drive-in, Tattoo Parlor and/or body piercing salon
 4. Industrial: Warehousing and distribution
 5. Miscellaneous: Outdoor gathering
- d. Citizens' Concerns Prior to Public Hearing:
- i. Residents located in the Sherwood Forest Neighborhood off Fayette Street, and abutting the east property line, are concerned about the buffering between their property and the townhomes. Additionally, the residents are concerned about possible foot traffic and cut throughs on their property.
 - ii. Several citizens have voiced concern about the potential traffic impacts along Washington Street.

IV. Summary

a. Recommend Approval

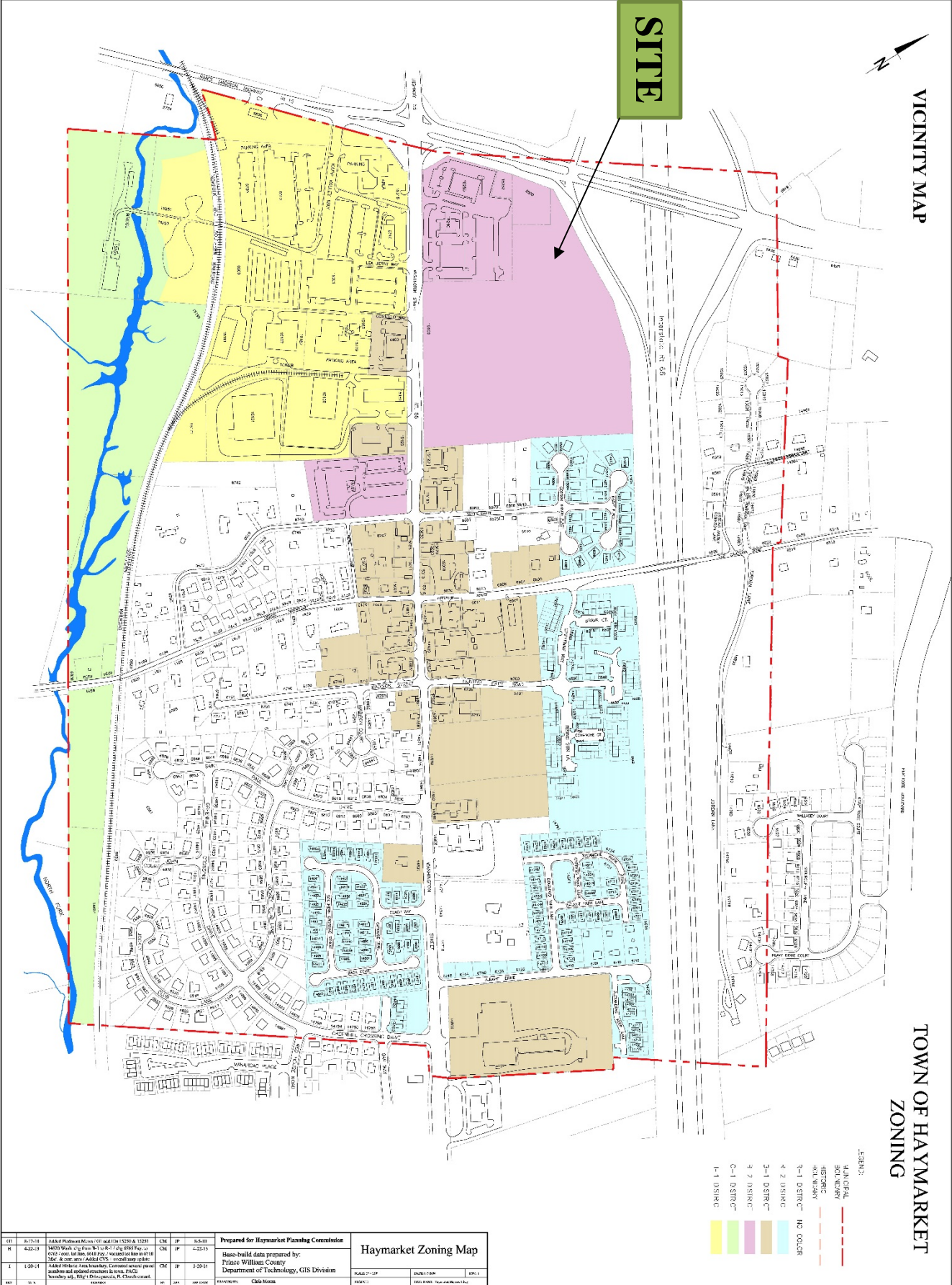
i. Comprehensive Plan:

1. Long-Range Land Use: – If the 9.94 acre portion of GPIN: 7298-81-2707 is rezoned to Residential-2 and the remainder is Business Commercial District, the proposed REZ and 6 SUP requests could be found in general conformance with the long range land use plan. A mix of uses are proposed and exist including residential, retail, and some office in the surrounding area. The Planned Interchange Park concept and current zoning classification encourages this type of mixed use development in addition to interconnectivity throughout the site and with the surrounding development.
- ii. Community Input: Notice of the application has been transmitted to adjacent property owners. A public hearing with the Town of Haymarket Town Council has been set for August 6, 2018 at 6:30pm.
- iii. Other Jurisdictional Comments: No outside agency review comments have been submitted at this time.
- iv. Legal Uses of the Property: All proposed uses fall within the legal uses permitted in the Business Commercial District (B-2) by special use permit or by-right use. If the rezoning application is approved the townhouses will be permitted by-right.

- V. Recommendation is that the Town Council recommend approval of Crossroads Village Center 15150 Washington Street; REZ#2018-004 Rezoning Application and SUP#2018-002, SUP#2018-003, SUP#2018-004, SUP#2018-005, SUP#2018-006, SUP#2018-007, Special Use Permit Applications with the recommended conditions as demonstrated in the attached memo.

VI. Attachments:

- a. Area Maps
- b. Staff Analysis
- c. Development Narrative, Proffer Statement
- d. Generalized Development Plan
- e. Traffic Impact Analysis: Executive Summary



| | | | | | | | | | | | | | | | | | | | | |
|--|----------|--|---|----|-------|-------|----|----------|--|----|----|-------|----|----------|--|----|----|-------|--|------------------------------------|
| <table border="1"> <tr> <td>01</td> <td>01-17-18</td> <td>Adopt Resolution No. 117 and Ord. 12256 & 12257</td> <td>CM</td> <td>JP</td> <td>05-10</td> </tr> <tr> <td>02</td> <td>02-22-18</td> <td>16203 Work Order from 01-18-18 - 1000 4800 Exp. of 16101 Work Order 0418 by: update permit to 01-18-18 & 01-18-18 Add'l CVS - work order exp. date</td> <td>CM</td> <td>JP</td> <td>02-23</td> </tr> <tr> <td>03</td> <td>03-28-18</td> <td>16203 Work Order from 01-18-18 - 1000 4800 Exp. of 16101 Work Order 0418 by: update permit to 01-18-18 & 01-18-18 Add'l CVS - work order exp. date</td> <td>CM</td> <td>JP</td> <td>03-28</td> </tr> </table> | 01 | 01-17-18 | Adopt Resolution No. 117 and Ord. 12256 & 12257 | CM | JP | 05-10 | 02 | 02-22-18 | 16203 Work Order from 01-18-18 - 1000 4800 Exp. of 16101 Work Order 0418 by: update permit to 01-18-18 & 01-18-18 Add'l CVS - work order exp. date | CM | JP | 02-23 | 03 | 03-28-18 | 16203 Work Order from 01-18-18 - 1000 4800 Exp. of 16101 Work Order 0418 by: update permit to 01-18-18 & 01-18-18 Add'l CVS - work order exp. date | CM | JP | 03-28 | <p>Prepared for Haymarket Planning Commission</p> <p>Base-Field data prepared by: Prince William County Department of Technology, GIS Division</p> <p>DATE: 07-27-18</p> <p>PROJECT: 18001</p> <p>SCALE: 1" = 100'</p> <p>DATE: 07-27-18</p> <p>SCALE: 1" = 100'</p> <p>DATE: 07-27-18</p> | <p>Haymarket Zoning Map</p> |
| 01 | 01-17-18 | Adopt Resolution No. 117 and Ord. 12256 & 12257 | CM | JP | 05-10 | | | | | | | | | | | | | | | |
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Attachment: CVC Staff Report 08-02-2018 (3705 : Crossroads Village Center, 15150 Washington Street)

Town of Haymarket: Proposed Development Site



Attachment: CVC Staff Report 08-02-2018 (3705 : Crossroads Village Center, 15150 Washington Street)

Staff Analysis Report:

Summary:

Matters to be Considered in Reviewing Proposed Amendments:

(1) Existing use and character of the area;

The property is currently undeveloped with a large amount of tree coverage. The surrounding area is comprised of fast food restaurants, drug store with a drive-through, bank with a drive-through, residential properties on the eastern corner of the property, automobile repair and industrial uses on the south side of the property.

(2) Suitability of the property for various uses;

The property is zoned for Business-Commercial Zoning (B-2) and planned for Planned Interchange Park. The current and planned zoning allow for a mixture of commercial development uses. The addition of residential uses would allow for a convenient walkable development.

(3) Trends of growth or change;

According to Data USA and the American Community Survey (ACS) conducted by the US Census Bureau, the Town of Haymarket is home to approximately 1,915 residents. This is roughly a 10.3% increase since 2014. Projected population rates and growth rates for the Town were not analyzed at this time.

(4) Current and future requirements of the Town as to land for various purposes as determined by population and economic studies and other studies;

Current developed land use within Town (approximately):

- Residential – 120.72 acres
- Commercial – 29.94 acres
- Conservation – 3.55 acres
- Light Industrial – 34.20 acres

Current undeveloped land use within Town (approximately):

- Residential – 36 acres
- Commercial – 30 acres
- Conservation – 29.84 acres
- Light Industrial – 2 acres

With the growing residential population in the surrounding area, the Town of Haymarket has become an ideal location for small local businesses. The current undeveloped land in Town offers space for continued growth residentially and commercially. The conservation district provides continued protection of the Town’s natural resources and green space along the North Fork creek and railroad tracks. Most of the developed land is zoned residential with smaller commercial and industrial zones on the western end of Town and along Washington Street. The commercial properties along Washington Street provide businesses with road frontage, high visibility, and easy access. This commercial corridor creates a sense of walkability throughout the Town and easy access for Town residents.

The addition of the mixed commercial-residential development at the western end of Town will complete the currently underdeveloped landscape and provide additional opportunities for walkability and convenient local shops and restaurants.

(5) Transportation requirements of the community and the Town's requirements for parks, playgrounds, recreation areas, other public services, or the conservation of natural resources and preservation of floodplains; and

The Town has roughly 30 acres of protected conservation land. The conservation land protects the North Fork Creek and floodplain areas within Town. Furthermore, the Town has approximately 4.3 acres of public park space. Rezoning the back corner of the Washington Street property would not alter the amount of current conservation land or park space. Proffers from the development could potentially aid in finishing our Town Park improvements.

The property is accessed via Washington Street, the main transportation route through Town, east and west. The larger volume of traffic that will be attracted to the site will be handled through traffic mitigation measures such as the addition of a streetlight, turn lanes and medians. Further analysis of traffic impacts can be found in the Crossroads Village Center Traffic Impact Analysis. Please contact Town Hall for an electronic copy of the document or visit Town Hall to view the hardcopy, M-F 8:00am to 4:30pm.

(6) Conservation of properties and their values and the encouragement of most appropriate use of land throughout the Town.

The property is currently zoned B-2, only a small portion of the land will be rezoned to Residential 2. The remaining acreage will provide adequate space for growing our commercial development in Town while offering the additional residential properties behind the development for a mixed-use development opportunity.

Staff Summary:

This report provides a comparison of the current zoning district and the proposed zoning district, the restrictions and regulations in the proposed zoning district and the general process for a special use permit. This information is given as a reminder of the by-right uses, special uses, regulations and the processes.

The current Planned Land Use map designates the properties as Planned Interchange Park. After reviewing the zoning ordinance and the application, the Town Planner's main concerns are; parking on site, daily vehicular trips generated by the use, and residential buffers. The zoning ordinance has set requirements and regulations for the zoning districts that will mitigate some of these concerns, further traffic impact analysis has been completed to demonstrate the traffic compatibility. In keeping with the visions of the Town as set forth by the Comprehensive Plan and the Planned Land Use map, the Town Planner recommends rezoning a portion of 15150 Washington Street to residential-2 and approving the 6 special use permits in accordance with the recommended conditions.



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

Emily Lockhart
TOWN PLANNER

MEMORANDUM

TO: Town Council
FROM: Emily K. Lockhart, Town Planner and Zoning Administrator
DATE: August 2, 2018
SUBJECT: Crossroads Village Center 15150 Washington Street; REZ#2018-004 Rezoning Application and SUP#2018-002, SUP#2018-003, SUP#2018-004, SUP#2018-005, SUP#2018-006, SUP#2018-007, Special Use Permit Applications.

Staff Recommendations: The Town Planner has received feedback and concerns regarding the project's Special Use Permits and their affect on the Town. With these concerns in mind I suggest the following;

- Hotel/ Assisted Living Facility Height above 50 ft, no taller than 75 ft
 - Recommend approval of only the hotel in excess of 50 feet not to exceed 75 feet
 - Require sidewalks on all sides of the main access road to promote walkability to and from the hotel site and throughout the site
- Automobile Repair Service
 - Restrict the Hours of Operation to 7:00 am to 9:00 pm – so as to be less of a disturbance to the townhouse neighborhood during the night hours
 - Restrict the overnight parking to 26 parking spaces, 11 on the east side of the building and 15 on the north (back) side of the building (as you face the building) – so as to not overcrowd the streets and other parking lots with vehicles awaiting service and overnight parking
 - Restrict the location of the service center to the location shown on the GDP – so as to keep the Auto Service off of the street frontage
- Drive-Thru Restaurants
 - Orient the business fronts to all face Washington Street
 - All four sides shall be finished in a manner so that no one side is deemed visually less appealing due to the blank wall effect or lesser quality materials. Standards to apply; materials used on the back of the buildings will be identical to those on the front, in keeping with the proposed elevations demonstrated at the June 20th ARB Work Session with Meladon, the backs of the buildings shall have windows and doors to avoid the blank wall effect, as well as sufficient landscape screening.

Attachment: Staff Memo Conditions August 2 2018 (3705 : Crossroads Village Center, 15150 Washington Street)



4020 University Drive, Suite 300
 Fairfax, Virginia 22030
 T: 703.691.1235
 F: 703.691.3913

Gifford R. Hampsh
 Writer's email: ghampshire@bklawva.c

August 2, 2018

Via Courier and Email

Emily Lockhart, A.I.C.P.
 Town Planner/Zoning Administrator
 15000 Washington Street, Ste. 100
 Haymarket, VA 20169
elockhart@townofhaymarket.org

Re: Conditions for SUPs 2018-002 through 007, Crossroads Village Center.

Dear Ms. Lockhart:

I am authorized to convey the Applicants agreement to the following conditions to the referenced special use permits, as set forth below.

- * Hotel/Assisted Living
 - * Any Assisting Facility shall be limited to 50 feet. Any hotel shall be limited to 75 feet.
- * Automobile Repair Service
 - * Hours of operation from will be 7:00 a.m. to 9:00 p.m.
 - * Overnight parking of vehicles will be restricted to 26 parking spaces, 11 on the east side of the building and 15 on the northwestern side of the building as shown on the GDP.
 - * The facility shall be removed from Washington Street frontage, as shown on the GDP.
- * Drive-Ins for Restaurants
 - * The store-front of the restaurants shall face Washington Street.
 - * All four sides of each restaurant shall be finished to a standard to present aesthetically pleasing facades on all sides.



Emily Lockhart, A.I.C.P.
August 2, 2018
Page 2

* All SUPs

* Development shall be in general conformance with the GDP including sidewalks along both sides of the main roadway.

Thanking you for your kind attention to this request, I remain,

Sincerely yours,

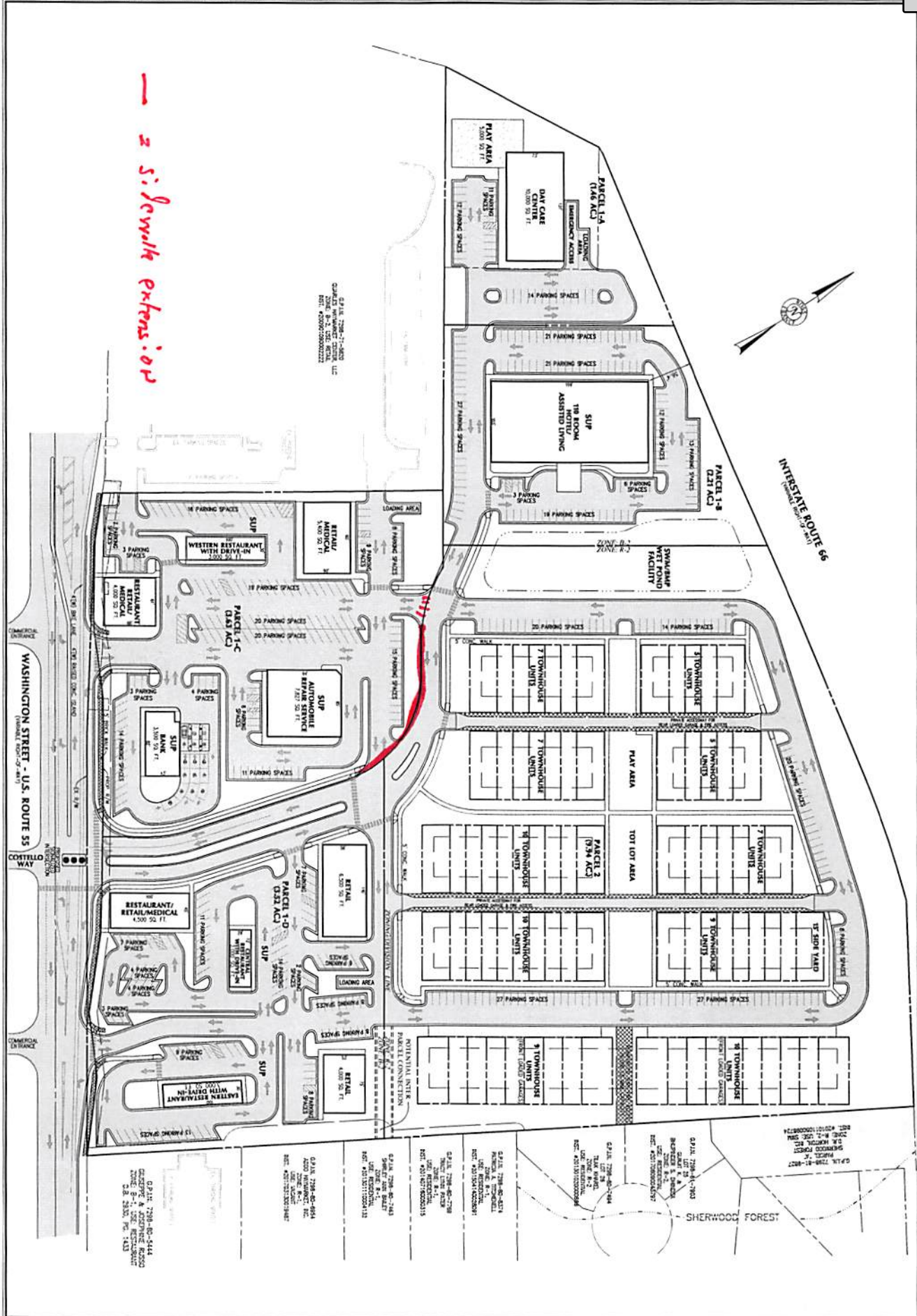
A handwritten signature in blue ink, appearing to read 'Gifford R. Hampshire'.

Gifford R. Hampshire

Enclosures: as stated

cc:

Haymarket Development #1, LLC
R. Michael Massey, II, P.E., L.S.Ross-France
Chad Baird, P.E., Gorove/Slade
Jerry Schiro, Town of Haymarket Business Manager
(By Email Only: jschiro@townofhaymarket.org)
Martin Crim, Town Attorney



Attachment: revised GDP (3705 : Crossroads Village Center, 15150 Washington Street)

| DATE | BY | REVISION |
|------|----|----------|
| | | |
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| | | |

SCALE: 1" = 50'

GENERALIZED DEVELOPMENT AND SPECIAL USE PERMIT PLAN

CROSSROADS VILLAGE CENTER
 GAINESVILLE MAGISTERIAL DISTRICT
 PRINCE WILLIAM COUNTY, VIRGINIA

SCALE: 1"=50' FEBRUARY 22, 2016

ROSS-FRANCE
 CIVIL ENGINEER
 8417 JONQUATION RD
 (703) 361-4188

Packet Pg. 115