



ARCHITECTURAL REVIEW BOARD
WORK SESSION/TRAINING
~ MINUTES ~

Emily Lockhart, Town Planner
http://www.townofhaymarket.org/

15000 Washington Street, Suite 100
Haymarket, VA 20169

Wednesday, May 19, 2021

6:00 PM

Council Chambers

A Work Session/Training of the Architectural Review Board of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 6:00 PM.

Chairwoman Sheridan King called the meeting to order.

I. Call To Order

Councilman Marchant Schneider: Present, Commissioner Aayush Kharel: Absent, Chairwoman Sheridan King: Present, Vice Chairwoman Suzanne Luersen: Present, Board Member Rochele Utz: Present, Town Planner and Zoning Administrator Emily Lockhart: Present, Clerk of the Council Kimberly Henry: Present.

II. Training Session - COA Applications

Town Planner Emily Lockhart started the training session by going over the ARB guidelines and gave the members mock applications as a training tool. She stated that the purpose of the training session is show the members what to look for in applications, what questions to ask and points to consider in an application so that they feel more comfortable in their role. After a brief description of the applications, the Board divided up into teams and went over the application process. At the end of the review period, each team provided information that they looked at when considering the application.

III. Adjournment

1. Motion to Adjourn

RESULT: ADOPTED [UNANIMOUS]
MOVER: Suzanne Luersen, Vice Chairwoman
SECONDER: Rochele Utz, Board Member
AYES: Marchant Schneider, Sheridan King, Suzanne Luersen, Rochele Utz
ABSENT: Aayush Kharel

Submitted:

Approved:

Handwritten signature of Kimberly Henry, Clerk of the Council

Handwritten signature of Sheridan King, Chairwoman