



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ AGENDA ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

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Wednesday, July 18, 2018

7:00 PM

Council Chambers

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### **I. Call to Order**

### **II. Pledge of Allegiance**

### **III. Minutes Approval**

1. Architectural Review Board - Work Session - Jun 20, 2018 6:00 PM
2. Architectural Review Board - Regular Meeting - Jun 20, 2018 7:00 PM

### **IV. Citizens' Time**

### **V. Certificate of Appropriateness**

1. Little Free Library Lettering
2. Veteran Banners

### **VI. New Business**

1. Discussion on Updating the ARB Guidelines

### **VII. Old Business**

### **VIII. Town Planner Update**

### **IX. Planning Commission Update**

### **X. Adjournment**



# ARCHITECTURAL REVIEW BOARD

## WORK SESSION ~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, June 20, 2018

6:00 PM

Council Chambers

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

Chair Kenneth Luersen called the meeting to order.

### I. Call to Order

Chair Kenneth Luersen: Present, Councilwoman Susan Edwards: Present, Board Member Robert Day: Present, Commissioner Madhusudan Panthi: Absent, Board Member Bond Cavazos: Present.

### II. Town Banners

Business and Community Relations Specialist, Denise Andrews, shows the new mock up for the winter banners. The board unanimously approves the changes.

### III. Crossroads Village Center

Igor Levine, applicant for the Crossroads Village Project and the project's architect, Steve Kenney are present at the work session. Mr. Kenney gives a preliminary description of the proposed project which he states will be very similar to the "Gateway" development in Purcellville, Virginia. Mr. Kenney shares colors, materials, lighting styles as well as town home and building designs with the Board. Members of the Board express concerns with the proposed signage, lighting, and town home elevations. Mr. Levine states that he will be providing a comprehensive sign package.

### IV. Town Center

Town Planner, Ms. Lockhart, shares the most current plans on the Town Center project.

### V. Adjournment

#### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Bond Cavazos, Board Member
<b>AYES:</b>	Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos
<b>ABSENT:</b>	Madhusudan Panthi

Submitted:

Approved:

\_\_\_\_\_  
Shelley M. Kozlowski, Clerk of the Council

\_\_\_\_\_  
Ken Luersen, Chairman

Minutes Acceptance: Minutes of Jun 20, 2018 6:00 PM (Minutes Approval)



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, June 20, 2018

7:00 PM

Council Chambers

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

Chair Kenneth Luersen called the meeting to order.

### I. Call to Order

Chair Kenneth Luersen: Present, Councilwoman Susan Edwards: Present, Board Member Robert Day: Present, Commissioner Madhusudan Panthi: Absent, Board Member Bond Cavazos: Present.

### II. Pledge of Allegiance

### III. Minutes Approval

- 1. Architectural Review Board - Regular Meeting - May 16, 2018 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [3 TO 0]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Kenneth Luersen, Susan Edwards, Robert Day
<b>ABSTAIN:</b>	Bond Cavazos
<b>ABSENT:</b>	Madhusudan Panthi

### IV. Citizens' Time

No one was present for Citizens' Time

### V. Certificate of Appropriateness

#### A. Sign Applications

- 1. ZP#2018-020, Copper Cricket Sign Application

Ms. Cavazos makes a motion *to approve ZP#2018-020*. Councilwoman Edwards seconds the motion.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bond Cavazos, Board Member
<b>SECONDER:</b>	Susan Edwards, Councilwoman
<b>AYES:</b>	Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos
<b>ABSENT:</b>	Madhusudan Panthi

- 2. ZP#2018-024, Longstreet Commons HOA, Entrance Sign Application

Councilwoman Edwards makes a motion *to approve ZP#2018-024 for Longstreet Commons HOA with the condition that the top cap be slate on both sides*. Ms. Cavazos seconds the motion.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Bond Cavazos, Board Member
<b>AYES:</b>	Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos
<b>ABSENT:</b>	Madhusudan Panthi

- 3. ZP#2018-030, Hidden Julles Cafe, Sign Application

Minutes Acceptance: Minutes of Jun 20, 2018 7:00 PM (Minutes Approval)

Ms. Cavazos made a motion to approve ZP#2018-030, with the original font that is pictured on page 27, the color green that is being used in the sign, Alexandrite, and the lettering on the bottom of the sign be white as it is pictured on page 27. Councilwoman Edwards seconds the motion.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bond Cavazos, Board Member
<b>SECONDER:</b>	Susan Edwards, Councilwoman
<b>AYES:</b>	Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos
<b>ABSENT:</b>	Madhusudan Panthi

## B. Residential Applications

### 1. ZP#2018-025, 6813 Coach Way, Deck and Fence Application

Ms. Cavazos makes a motion to approve ZP#2018-025, with the specifications that the deck railings be painted white, the lattice underneath the deck be white and that the fence be a natural stained picket fence. Mr. Day seconds the motion.

Councilwoman Edwards states that she feels it is too many materials and colors. Chairman Luersen comments that the white may be limiting if you are looking at a siding or trim that is more of an ivory or off white.

Ms. Cavazos amends her motion to state that it does not have to be strictly pure white but the lattice and railing will have to match. Mr. Day seconds the motion.

<b>RESULT:</b>	<b>ADOPTED [3 TO 1]</b>
<b>MOVER:</b>	Bond Cavazos, Board Member
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Kenneth Luersen, Robert Day, Bond Cavazos
<b>NAYS:</b>	Susan Edwards
<b>ABSENT:</b>	Madhusudan Panthi

### 2. ZP#2018-021, ZP#2018-022, ZP#2018-023, Fayette Street Single Family Homes

The Board shares concerns with house "A" and "C" looking very similar.

After further discussion, Ms. Cavazos makes a motion to approve Certificate of Appropriateness ZP#2018-021, ZP#2018-022 and ZP#2018-023 for Piedmont Group Custom Homes, to design and build the three single family homes according to the applications with the condition; if any architectural features are altered in the site plan phase the applicant must return to the ARB. With the alterations to house "C" that a small wrought iron railing be added to the front porch and turning the small window or replacing it with an oval, circle, etc. and also adding a small landing on the outside of each home with 3 steps going down made out of treehouse treks and white railings located in the back entrance of each home. Councilwoman Edwards seconds the motion.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bond Cavazos, Board Member
<b>SECONDER:</b>	Susan Edwards, Councilwoman
<b>AYES:</b>	Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos
<b>ABSENT:</b>	Madhusudan Panthi

## C. Commercial Applications

### 1. ZP#2018-031, a Dog's Day Out, Retaining Wall Application

Councilwoman Edwards makes a motion to approve Certificate of Appropriateness, ZP#2018-031 for the proposed retaining wall for A Dog's Day Out to be the natural pressure treated timber, the 6 foot high board on board fence on top of the retaining wall will be, per the application, the natural wood, the clean side will be facing the adjoining property and the lights that were presented tonight are also approved. Ms. Cavazos seconds the motion.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Susan Edwards, Councilwoman  
**SECONDER:** Bond Cavazos, Board Member  
**AYES:** Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos  
**ABSENT:** Madhusudan Panthi

**2. ZP#2018-026, McDonald's Exterior Alterations**

The Board concurs that the exterior elevation presented this evening was too contemporary for the Town and would prefer updating the existing restaurant.

Councilwoman Edwards makes a motion *to table ZP#2018-026, the McDonald's USA redesign until the August regularly scheduled meeting.* Ms. Cavazos seconds the motion.

**RESULT:** TABLED [UNANIMOUS]  
**MOVER:** Susan Edwards, Councilwoman  
**SECONDER:** Bond Cavazos, Board Member  
**AYES:** Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos  
**ABSENT:** Madhusudan Panthi

**VI. New Business**

No New Business.

**VII. Old Business**

Ms. Lockhart states that she is still working with the Diner applicant.

Ms. Cavazos asks if there are any applicants for the ARB? Ms. Lockhart states no but there are some residents that are interested.

**VIII. Town Planner Update**

**IX. Planning Commission Update**

Ms. Lockhart states that she is still working on the Crossroads Village application that is still with Planning Commission. Shje adds that are getting ready to work on the Comprehensive Plan updates as well. She concludes that the "Little Free Library" is going in on the Museum property.

**X. Adjournment**

**1. Motion to Adjourn**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Susan Edwards, Councilwoman  
**SECONDER:** Bond Cavazos, Board Member  
**AYES:** Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos  
**ABSENT:** Madhusudan Panthi

Submitted:


Approved:

\_\_\_\_\_  
Shelley M. Kozlowski, Clerk of the Council

\_\_\_\_\_  
Kenneth Luersen, Chairman

Minutes Acceptance: Minutes of Jun 20, 2018 7:00 PM (Minutes Approval)

5.1.a

 LittleFreeLibrary.org  
Take a Book - Share a Book



Attachment: IMG\_3676 (3690 : Little Free Library

Packet Pg. 6



# Military Veteran Tribute Banners

Attachment: Town Veteran Banners 2018 (3688 : Veteran Banners)

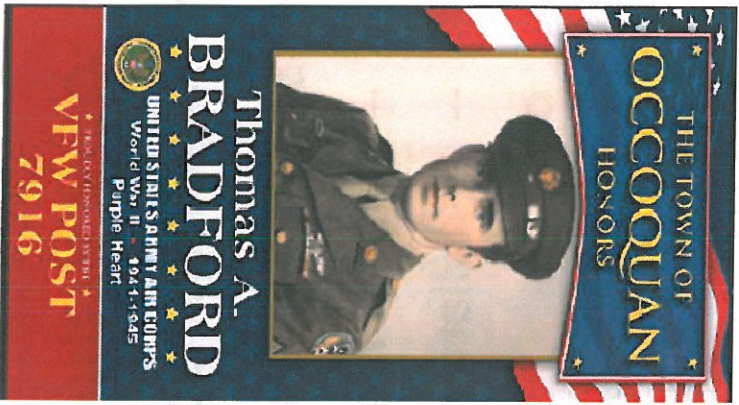


## Town of Occoquan & VFW Post 7916





# Vendors



## Military Tribute Banners

- States: New York, Florida
- 5 common designs but can be customized
- Reverse side can show a message, duplicate photo, or a different photo
- Service includes marketing materials, a dedicated webpage for online orders and a promotional video

<http://militarytributebanners.com/>



## TroopBanners by HTM Designs

- States: Pennsylvania, Ohio, New York, New Jersey, Maryland, West Virginia, North Carolina, Oklahoma
- Various designs & sizes, can be customized
- 12x18 yard banners can also be purchased
- Reverse side can show a message, duplicate photo, or a different photo
- Program administrator (VFW) handles payments, applications, and email submissions to vendor

<http://www.troopbanners.com/>