Architectural Review Board

Regular Meeting
~ AGENDA ~

Susannah Smith, Town Planner
http://www.townofhaymarket.org/

15000 Washington Street, Suite 100
Haymarket, VA 20169

Wednesday, March 15, 2017 | 7:00 PM | Council Chambers

1. Call to Order

2. Citizens Time

3. Minutes Approval

4. Certificate of Appropriateness

A. 6680 Fayette Street - a Dog's Day Out
B. 14800 Washington Street - Haymarket Baptist Church
C. 6760 Madison Street - Demolition of a Rear Addition ZP2017-006
D. 14941 Washington Street - Demolition of Building
E. 6707 Jefferson Street - Demolition of Building ZP2017-007

5. Town Council Update

6. Planning Commission Update

7. New Business

8. Old Business

A. By-Laws - Discussion: Review and Plan for Adoption
B. Zoning & Subdivision Ordinance - Update
C. Town Welcome Signage

9. Adjournment

From: andreabpayne@pobox.com [mailto:andreabpayne@pobox.com]
Sent: Saturday, March 04, 2017 7:57 AM
To: Susannah Smith
Cc: Ken Luersen; jpayne@pobox.com; Kimberly Murray
Subject: Re: Revised A Dog's Day Out Elevations per 2-15-17 ARB Mtg

Understood.

Yes, we are withdrawing from March ARB agenda.

Andrea

The Town of HAYMARKET
Established in 1799

MEMORANDUM

TO: MEMBERS OF THE TOWN OF HAYMARKET ARCHITECTUAL REVIEW BOARD

FROM: SUSANNAH B. SMITH, CFM, ASLA – TOWN PLANNER, ZONING ADMINISTRATOR

SUBJECT: HAYMARKET BAPTIST CHURCH – ARB APPLICATION #ZP2017-002

DATE: 3/13/2017

CC: FILE

At the March meeting, the Board tabled the application to give the Applicant and Staff time to work out the process and address the requirements for approval of the canopies or awnings.

Staff has spoken with the applicant by phone and a meeting is scheduled for next week with the project manager, engineer, and the pastor of the church.

Staff therefore requests that the Board defer the application until April to give additional time for this meeting.

Rec'd + Paid 3/2/2017

ZONING PERMIT APPLICATION

ZONING PERMIT #: ZP2017-006

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

ZONING ACTIVITY: ☐ New Construction ☑ Alteration/Repair ☑ Addition ☐ Sign (See Spec sheet)
(Check all that apply) ☐ New Tenant/Use ☐ Change of Use ☐ Relocation

NAME OF BUSINESS/APPLICANT: ROSANNA SMITH

PROPOSED USE: RESIDENCE Size (Sq. Ft./Length) of Construction: 896 SQ.FT.

SITE ADDRESS: 6760 MADISON ST Parcel ID #: _____

Subdivision Name: _____ Lot Size: _____

ZONING DISTRICT: ☑ R-1 ☐ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1 Site Plan Required: ☐ Yes ☐ No

Special Use Permit Required: ☐ Yes ☑ No Homeowners Association (HOA) Approval: ☐ Yes ☐ No

Off-street Parking: Spaces Required: 2 Spaces Provided: 2

BRIEF DESCRIPTION OF ACTIVITY: (*i.e. previous use, height/length of fencing,deck specs, etc.*)
REMOVAL OF ORIGINAL ADDITION WITH A NEW 2-STORY ADDITION BEING ADDED

Supporting Documentation (*attached*): ☐ Narrative ☐ Plan/Plat ☐ Specification Sheet

FEE: ☐ $25.00 Residential ☐ $50.00 Commercial

CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (***i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail***)

Supporting Documentation (*attached*): ☐ Specification Sheet ☐ Photograph(s)

PERMIT HOLDER INFORMATION

THOMAS VETTER
Name
720 CEDAR GROVE RD
Address
WINCHESTER VA 22603
City State Zip
540-247-5081 KING7450@HOTMAIL.COM
Phone# Email

PROPERTY OWNER INFORMATION

ROSANNA SMITH
Name
5608 ARTEMUS RD
Address
GAINESVILLE VA 20155
City State Zip
571-921-0556 SMITTYNRO@MSN.COM
Phone# Email

APPLICANT / PROPERTY OWNER SIGNATURE ******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 is correct. Construction of improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket and any additional restrictions and/or conditions prescribed by the Architectural Review Board (ARB), Planning Commission, or the Town Council and all other applicable laws.

Applicant Signature

Property Owner Signature

OFFICE USE ONLY

Date Filed: _____ Fee Amount: _____ Date Paid: _____

DATE TO ZONING ADMINISTRATOR: _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

_____
SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

_____
SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

TOWN COUNCIL {where required): _____
SIGNATURE *PRINT*

CONDITIONS:

_____

_____

INSTRUCTIONS FOR COMPLETING APPLICATION

In addition to applying for a Certificate of Appropriateness, the applicant is responsible for obtaining any other required permits and approvals applicable to the project.

1. Provide name, phone number, and email address of business or individual requesting approval for proposed work. If different from property owner, please provide contact information for property owner as well.
2. Indicate site address
3. Indicate mailing address of applicant and owner (if different).
4. Describe in detail work proposed and then attach all required and any additional documentation or material that will describe the project in detail to the reviewing authority. Adequate documentation must be provided. Applicant should provide any necessary item(s), in addition to the items listed on the checklist below.

Check List

Signs/Fences/New Building/Additions/Remodel

The Completed application must be submitted to the Town Clerk's office no later than 4:30pm one week prior to the meeting date.

1) One copy of the Plat-showing location of sign/fence/addition on the façade or grounds
2) Photograph of the existing structure and closest neighboring structures
3) Photograph/drawings, including measurements, of the proposed change
4) Material specifications
5) Color/material samples
6) Description of method of mounting and description of hardware to be used
7) Landlord/HOA approval letter where indicated
8) Copy of business or occupational license if contractor has designed or will install
9) Narrative, if special requests or exceptions to the ARB Guidelines are being requested.
10) Applicant or a representative **must** be present at the ARB meeting, on the scheduled Wednesday of every month at 7:00pm. If a representative is not present at the meeting to answer any questions that may arise, your application may be deferred or denied until the next regularly scheduled meeting. Please check the Town's website for a list of the Town's scheduled meetings. It is the applicant's responsibility to keep apprised of the Town's meeting schedule.
11) If an interpreter is required, the applicant needs to bring one with them.

Please mail application and all applicable information and materials to:
Town of Haymarket
15000 Washington Street, Suite 100
Haymarket, VA 20169

RECEIVED
MAR 0 2 2017
TOWN OF HAYMARKET

PAID MAR 02 2017
$25 via credit card

SIGN SPECIFICATION SHEET

SIGN 1:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window ❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure:_____ Sign Width:_____ Length:_____ Area in Sq Ft:_____

Number of Faces: _____ Sign Material/Color/Font:_____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

_____

SIGN 2:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window ❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure:_____ Sign Width:_____ Length:_____ Area in Sq Ft:_____

Number of Faces: _____ Sign Material/Color/Font:_____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

_____

SIGN 3:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window ❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure:_____ Sign Width:_____ Length:_____ Area in Sq Ft:_____

Number of Faces: _____ Sign Material/Color/Font:_____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

_____

SIGN 4:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window ❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure:_____ Sign Width:_____ Length:_____ Area in Sq Ft:_____

Number of Faces: _____ Sign Material/Color/Font:_____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

_____

FREQUENTLY ASKED QUESTIONS

1. *What projects require architectural review?*
   Any project involving alterations to the exterior of an existing building, visible from public view (e.g. fences, signs, awnings, mechanical equipment, landscaping, façade changes) and the construction of new buildings, all require an architectural review.

2. *How long does the architectural review process take?*
   The time required to process an application will vary with the size of the project. Once the application has been deemed complete, the architectural review process can take between four to eight weeks, to complete, if no changes/revisions are required by any of the reviewing body throughout the process. Vague or incomplete description of the project or failure to provide any pertinent information regarding the project will delay the review process.

3. *What does the ARB look for in a project?*
   Refer to the Town of Haymarket Architectural Review Design Guidelines.

4. *What happens after I submit my application?*
   After an application is submitted, a town clerk will review it for its completeness (not for the accuracy or content of the submission). If the application is incomplete, the missing materials will be required BEFORE the application can be forwarded for review. If complete, the application (and all required supporting documentation) will continue with the review process.

5. *What is the review process?*
   For any submission, there are two reviewing bodies in the Town. The Zoning Administrator, and the Architectural Review Board (If applicable). All reviewing bodies in the Town meet once a month. (A schedule of all the meetings is available on our website at www.townofhaymarket.org).

6. *Is there a submission deadline?*
   An application must be submitted to and verified complete by a Town Clerk one week prior to the meeting date, so that the application can be properly reviewed for completion.

7. *What happens at the ARB meeting?*
   The ARB reviews any development project(s) to promote and maintain the historic architectural flavor of the Town consistent with the Town's Comprehensive Plan. The ARB reviews any proposal/project which currently or in the future could be visible from any public view.

8. *What should I present at my review?*
   To facilitate a more streamlined review of an application, it is required that an applicant (or representative) be present at the meeting(s) during the review of their proposed project. A brief overview of the project, site, and the architecture should be presented. Speak briefly to the design and landscaping features, parking and circulation, delivery routes/access, drainage, lighting, signage, and trash enclosures. Provide sample(s) of colors, and materials. For larger development projects, be able to discuss traffic impacts.

9. *When can I submit my plans for a building permit?*
   If the project is approved by all applicable Boards, the applicant can then receive their building permit (if a permit is required for the project).

PROJECT MADISON STREET

The house located at 6760 Madison Street is the topic of this submission. We will give in detail, our intentions for each aspect of the project, but our overall goal is to return the original house to its wood-sided, metal-roofed condition, while adding on an extended second floor in keeping with the historic design of the house.

EXTERIOR

#1 Roof:

The existing roof is showing signs of age and lack of maintenance over the years. We would like to remove the existing roof and raise it up to add appropriate headroom on the second floor. With the roof removed and the proposed addition on the back, we would put trusses on the old and new sections to blend them seamlessly into one structure.When the roof is changed, we would like to rotate the gable end of the roof to the front of the house which we believe would give a more stately appearance, but still be in keeping with historical accuracy. Once in place, a traditional standing seam metal roof would be installed.

#2 Chimney:

The existing chimney is in need of major repointing and is in a general state of decay. Part of the reason is due to the single brick construction that was common at the time it was originally built. This design is now considered to be an unsafe construction. We will be replacing the gas burning furnace with a more efficient style, thus making the unsafe structure necessary.

#3 Stucco/exterior:

The current exterior is a stucco that was applied, to the best of our estimates, somewhere in the mid to late 60's. The reasoning may have been that the original wood siding had been poorly maintained and this was a more economical solution and in the long term, less maintenance. We would like to remove the stucco down to the original subsiding and return the outside to an original finish of German lap wooden siding with all matching trims on the exterior, both on the orginal structure as well as the proposed addition.

PROJECT MADISON STREET

#4 Windows:

The existing doors/windowshave been replaced over the years at various times and do not match each other, let alone an original style. We propose to replace them with up to date, energy efficient, wood windows and doors that stylistically preserve the authenticity of the house.

#5 Exterior structure:

The original structure of the house is still standing and very structurally sound, so it is our intention to preserve it and restore it as close as possible to its original glory. The existing addition on the back of the house which currently consists of one bedroom, a bathroom and kitchen was built on top of what was the back porch of the oiginal home. This was also done closer to modern day than the original constuction. We propose to remove this portion and in its place construct a 2-story addition to the original structure. This will only extend the current footprint of the house an aditional 5' (five feet) towards the back property line. This addition would blend seamlessly into the original structure utilizing the same wood siding and standing seam metal roof, along with wood windows to maintain accuracy.

PROJECT MADISON STREET

INTERIOR

#1 Walls:

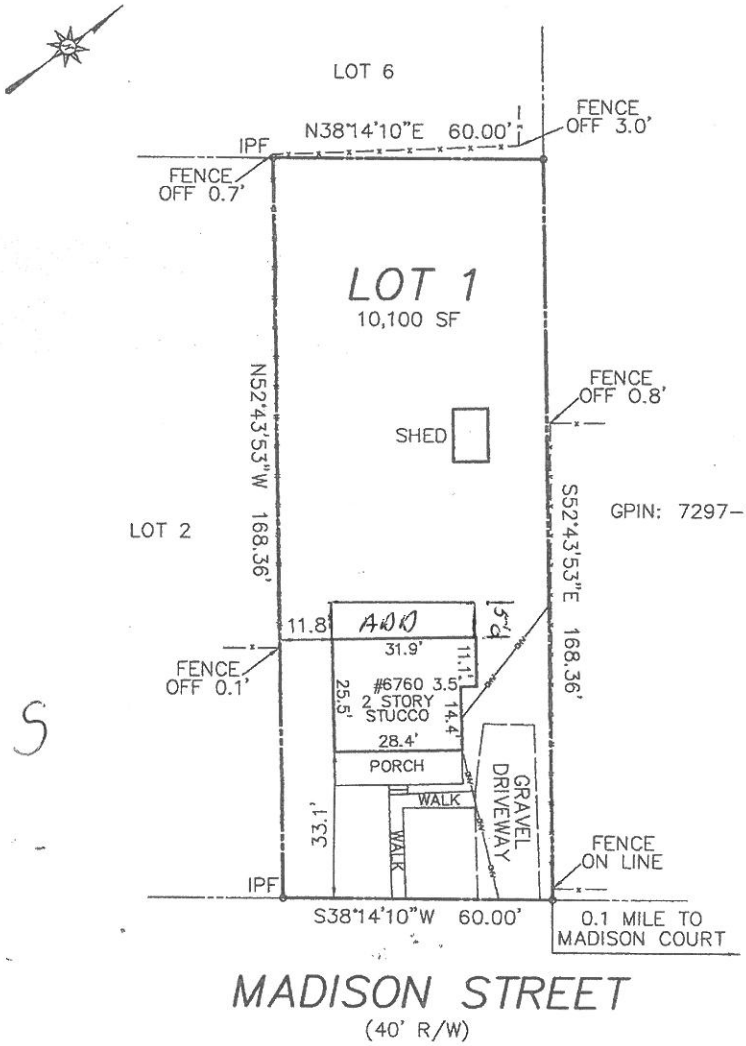
The interior walls are currently a modern drywall in 2 (two) layers that was done sometime over the years. Unfortunately, the walls were not insulated at the same time, so it is our intention to remove all internal coverings and insulate and re-drywall the entire structure. The two-fold benefit is a more energy efficient home and the ability to update all electical and plumbing to current code.

#2 Stairs:

The only change to the original portion of the house would be to change the direction of the stairs to the second floor. The first benefit to changing the staircase is that it can be widened to a current regulation width of 36 " (thirty-six inches). The second benefit is, obviously, a better and more convenient access to the proposed addition.

#3 Utilities:

All utilities in the structure will be brought up to code during the pocess of the project.



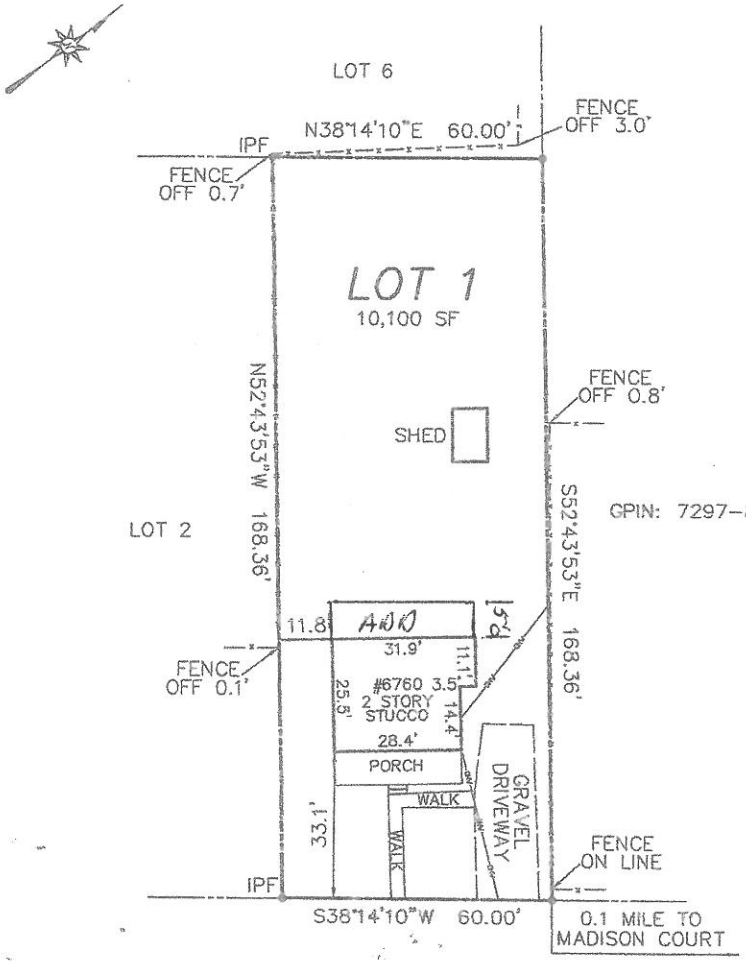
LOCATION SURVEY
LOT 1
TOWN OF HAYMARKET
PRINCE WILLIAM COUNTY, VIRGINIA
SCALE 1"=30' DATE 12-28-16

FILE: HBOA16VA36840-P

COMMONWEALTH OF VIRGINIA
MICHAEL L. FLYNN
Lic. No. 2489
12-28-16
LAND SURVEYOR

1.) NO TITLE REPORT FURNISHED.
2.) FENCE LOCATIONS, IF SHOWN, ARE APPROXIMATE AND DO NOT CERTIFY AS TO OWNERSHIP.
3.) NO CORNER MARKERS SET.

MERESTONE LAND SURVEYING PLLC
LAND SURVEYING & G.P.S. SERVICES
MERESTONE LAND SURVEYING PLLC
1229 GARRISONVILLE ROAD #105 STAFFORD, VA 22556
(540)752-9197 FAX (540)752-9198



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LOT 1
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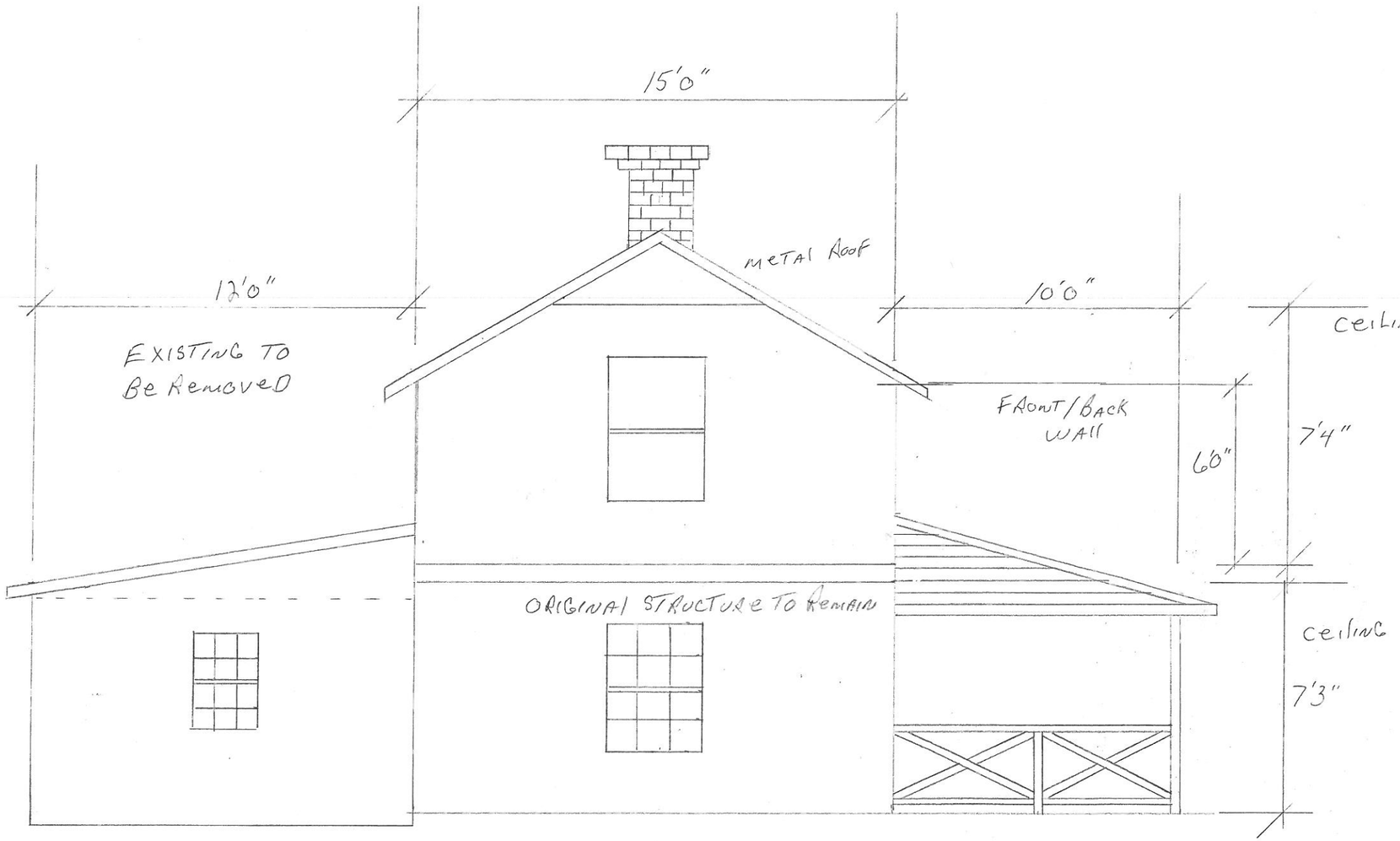
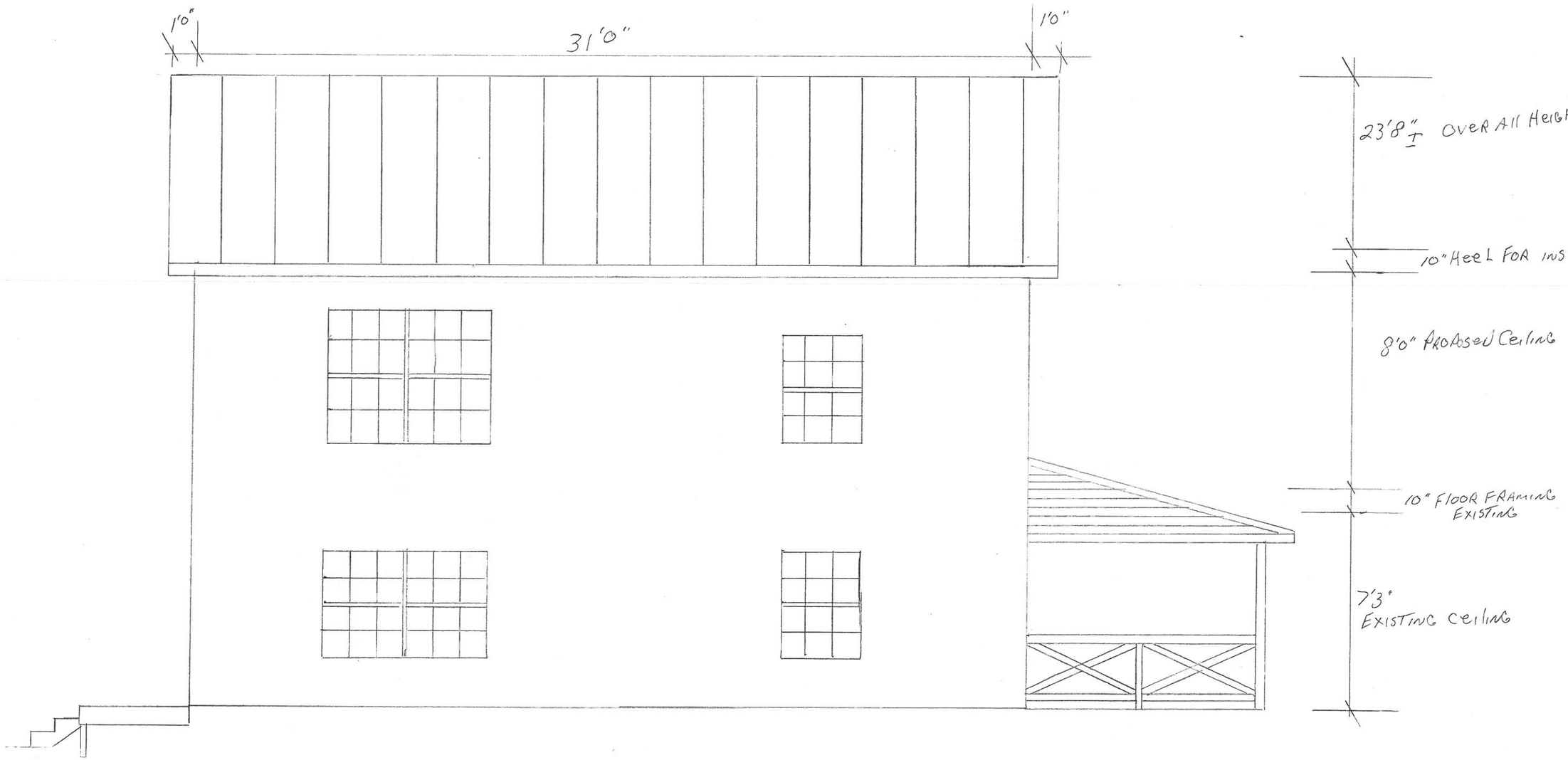
(540)752-9197 FAX (540)752-9198

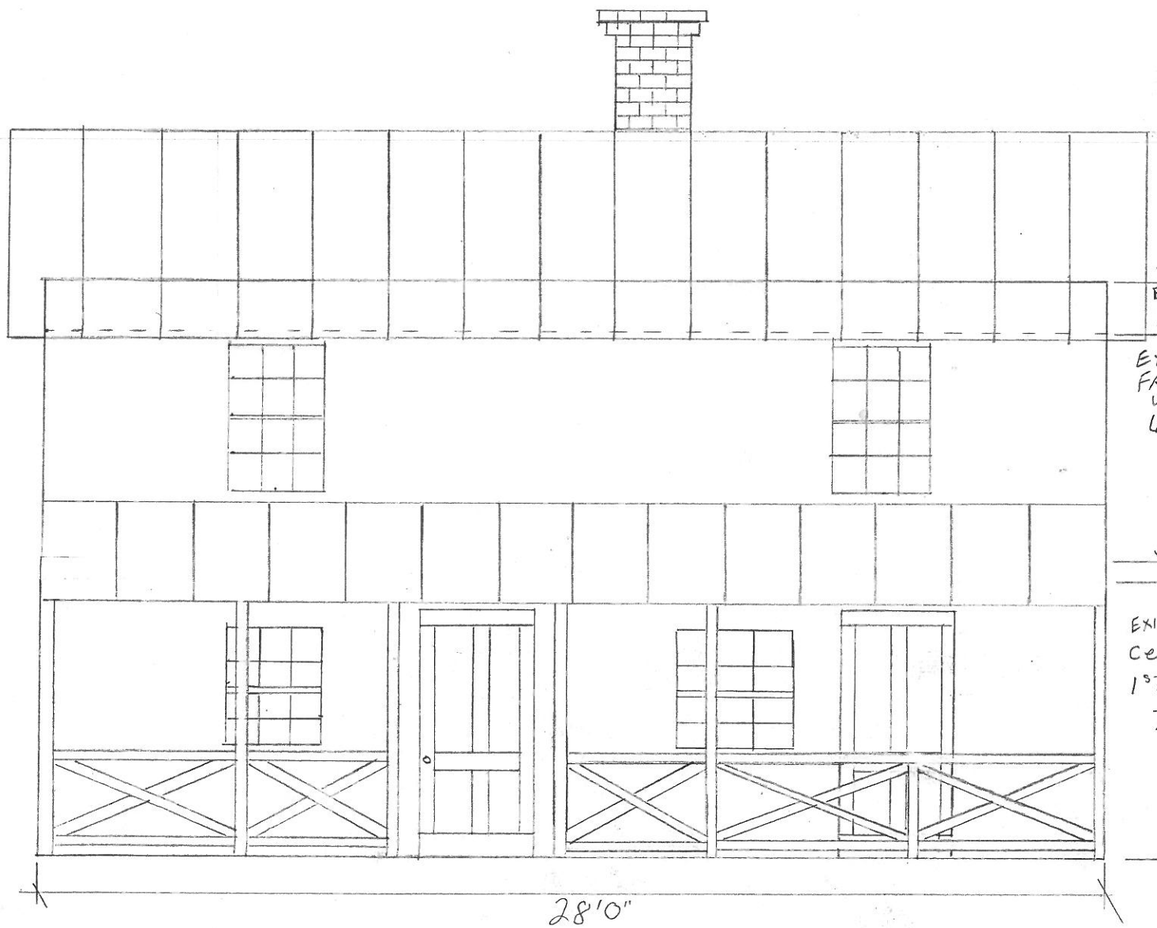
CURRENT SIDE



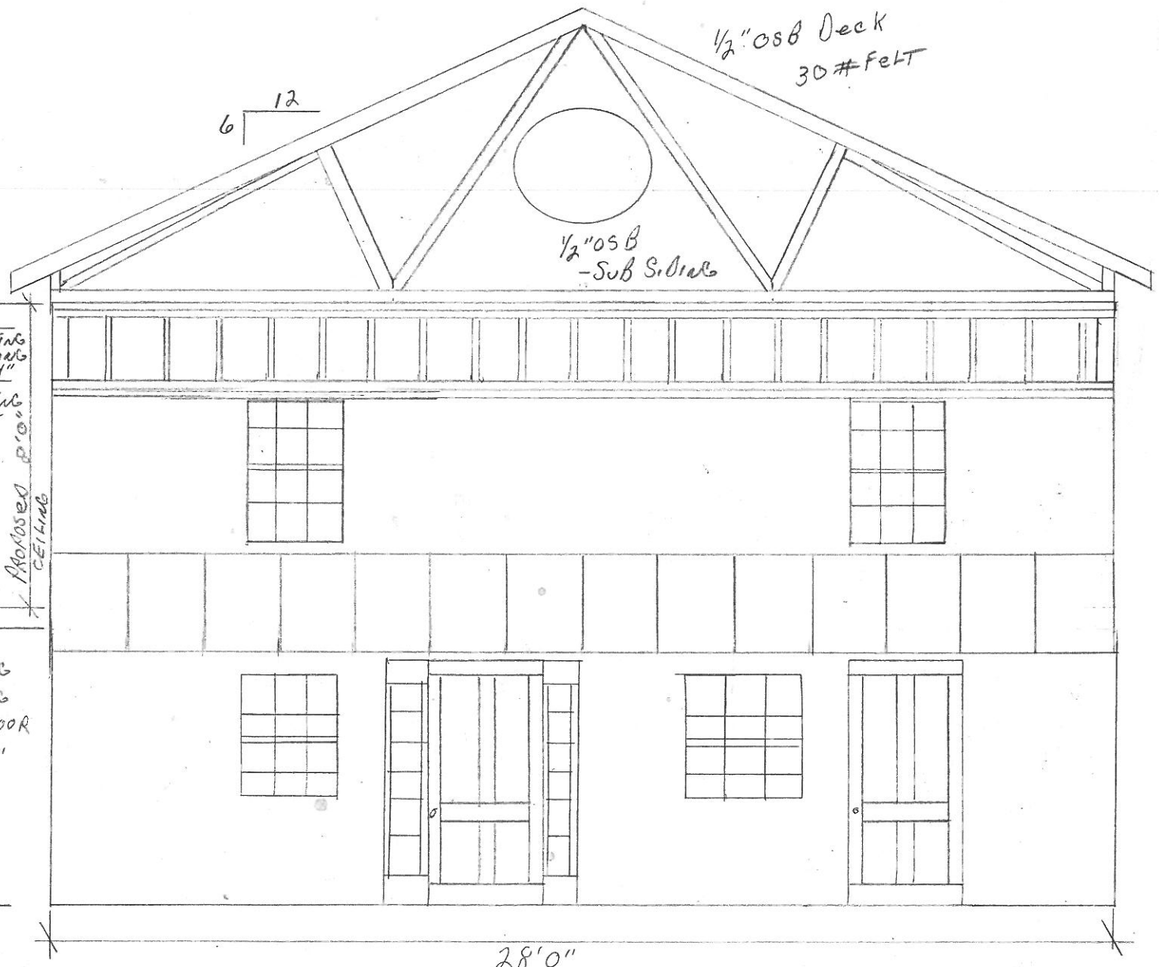
PROPOSED SIDE



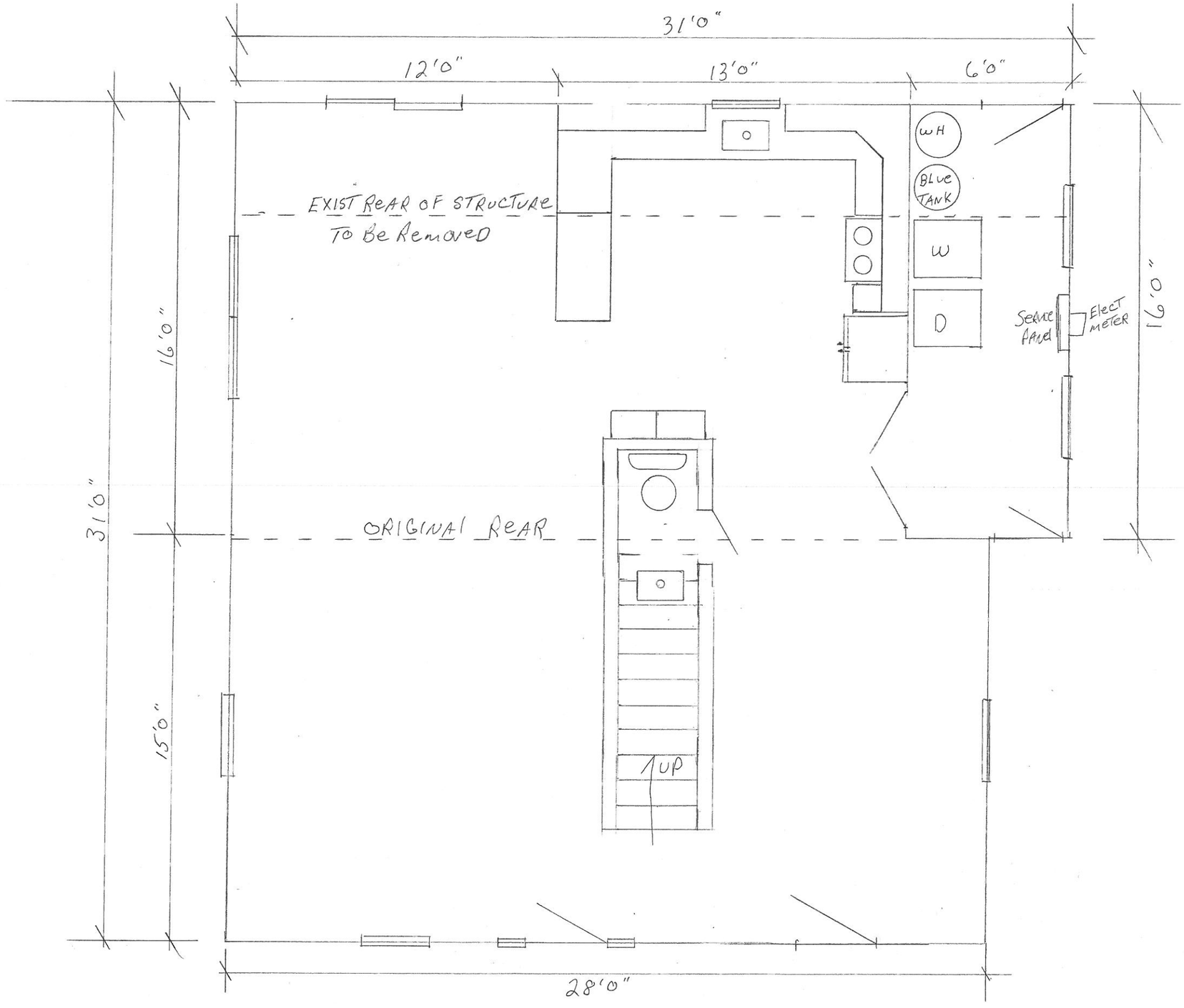
EXISTING



PROPOSED CHANGE

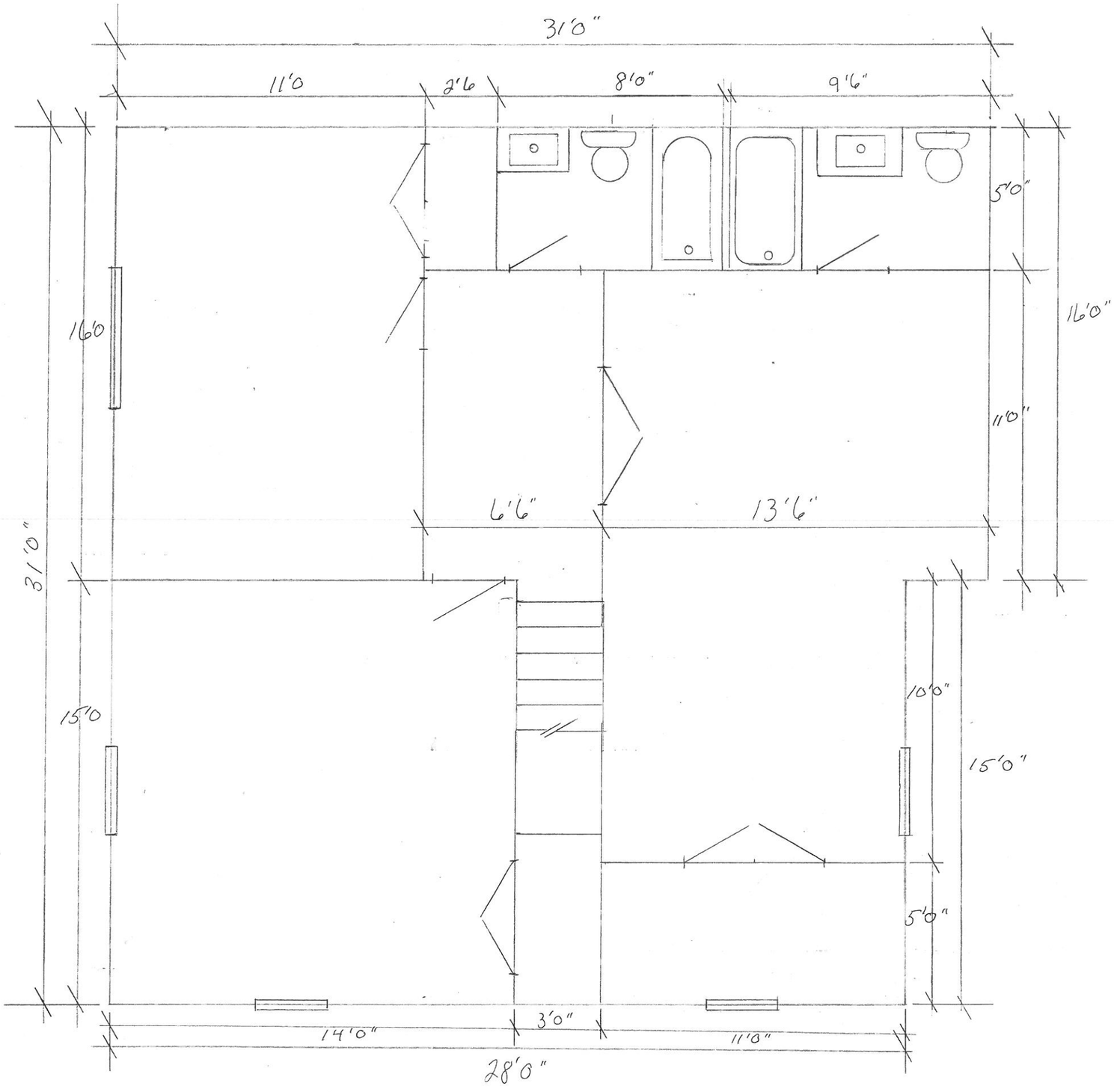


PROPOSED
FIRST STORY



PROPOSED

Second STORY



ENGLERT®

Standard COLORS and COATINGS

PERMACOLOR 3500 Full Strength 70% Kynar 500®/Hylar 5000®

All colors available in Galvalume and Aluminum (.032", .040" & .050").

- SUNNET BLUE
- HARTFORD GREEN
- DARK BRONZE
- MANSARD BROWN
- BURGUNDY
- ROYAL BLUE
- FOREST GREEN
- MATTE BLACK
- MEDIUM BRONZE
- COLONIAL RED
- PACIFIC BLUE
- EVERGLADE MOSS
- CHARCOAL GRAY
- SIERRA TAN
- DEEP RED
- SLATE BLUE
- PATINA GREEN
- SLATE GRAY
- SANDSTONE
- TERRA COTTA
- BONE WHITE
- HEMLOCK GREEN
- DOVE GRAY
- STONE WHITE

PERMAMETALLICS 3500*

- METALLIC COPPER
- CHAMPAGNE
- PREWEATHERED GALVALUME®

*Premium price paint systems

MILL FINISH

- GALVALUME-PLUS®

To view current SRI values, please visit the Englert website.

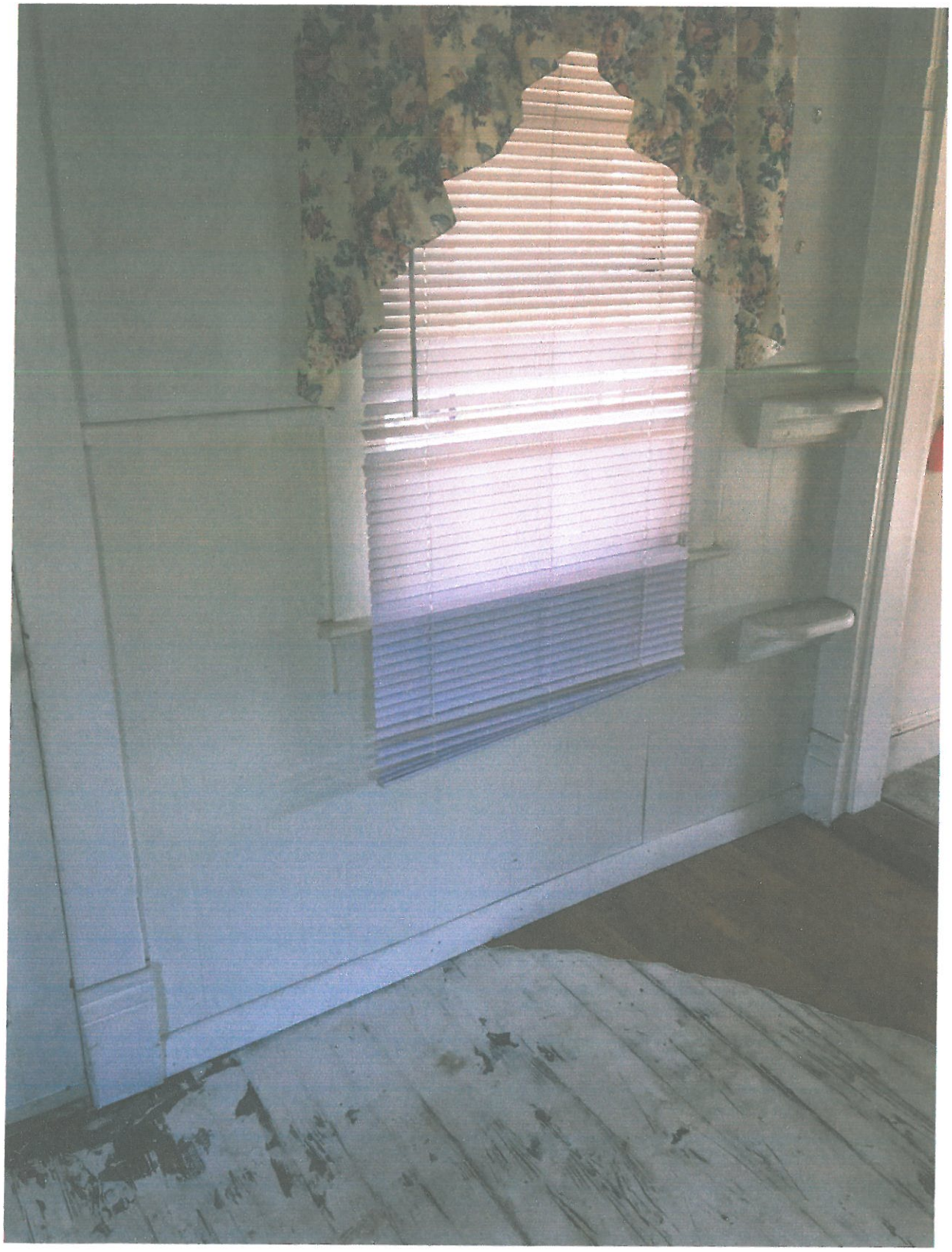
Colors shown are close to actual finishes however, due to the limitations of printing processes, slight variations may exist. Please contact Englert for actual color chips before ordering.

ENERGY STAR PARTNER

COOL ROOFING MATERIALS COUNCIL MEMBER

ADDITION TO BE REMOVED

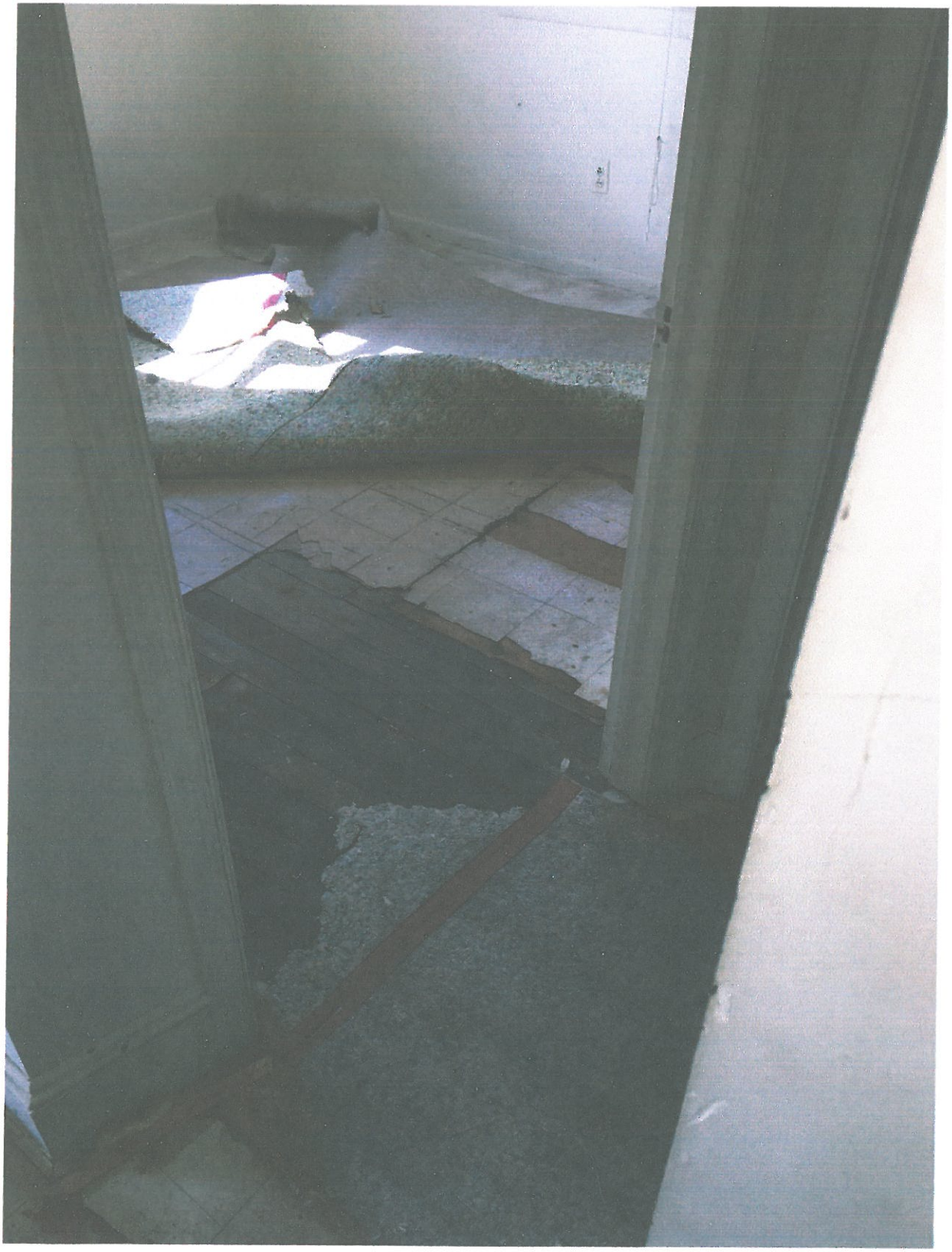
OLD KITCHEN, NOW DINING ROOM
FRONT OF ORIGINAL HOUSE



ORIGINAL KITCHEN FLOOR

KITCHEN IN ADDITION

REAR 1ST FLOOR BDRM
ORIGINALLY BACK PORCH, EXPANDED TO
INCORPORATE INTO 11'X28' ONE STORY ADDITION



Addition To Be
Removed

NORTH EAST OF PROJECT
ACROSS STREET

EAST OF PROJECT ACROSS STREET

SOUTH EAST OF PROJECT
ACROSS STREET

North Side of Project
West Door

SOUTH SIDE OF PROJECT
NEXT DOOR

#1 EXISTING AGED METAL ROOF

#1 Existing metal roof on main structure
Asphalt shingles on low pitch addition

MADISON ST. VIEW SHOWING METAL ROOF PORCH WILL REMAIN AS PART OF RENOVATION

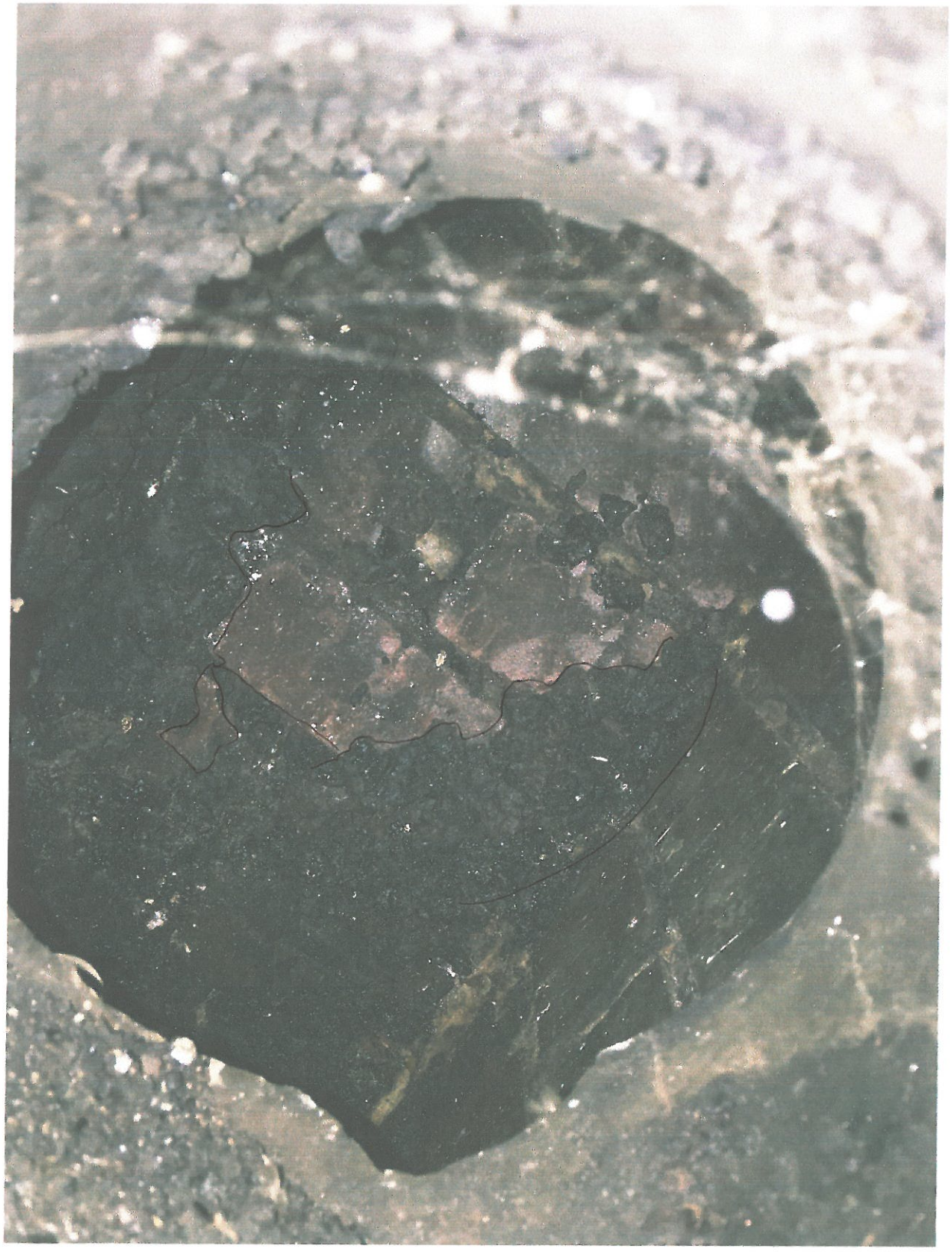
#1

PROPOSED ROOF CHANGE

#1 PROPOSED ROOF CHANGE

#2 DAYLIGHT OBSERVED THROUGH BRICK CRA
NOTICE HOLE.
SHOWS DETERIORATED MORTAR JOINTS

#2 VIEW THROUGH TERRACOTA SLEEVE SHOWS REAR WALL BRICK AND EXTREME CREOSOTE BUILD UP



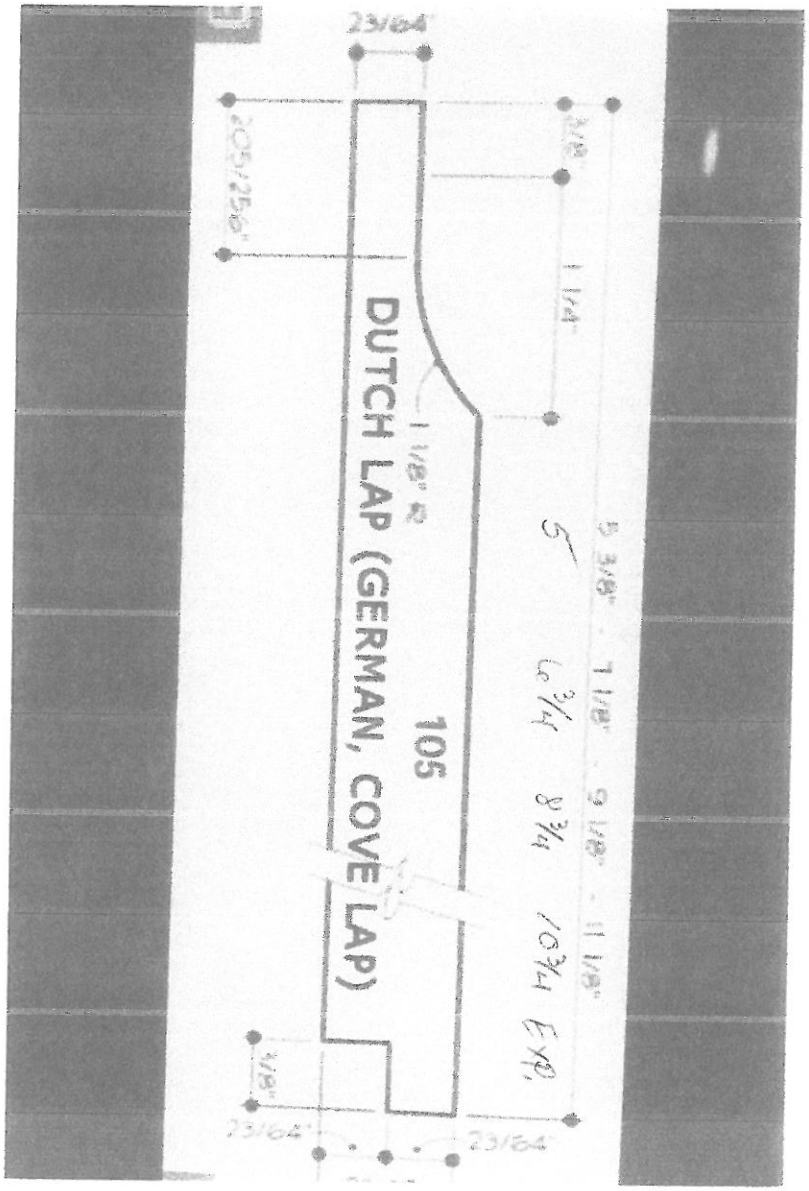
#2 INTERIOR VIEW OF CHIMNEY SHOWING BRICK CONSTRUCTION AND EXTREME CREOSTE BUILD UP

#2
ORIGINAL TERRACOTA Sleeve FOR WOOD BURNIN
COOK STOVE AND 2ND FLOOR BEDROOM HEAT.
CURRENTLY USED BY GAS FURNACE

#3
EXISTING STUCCO

#3 EXISTING STUCCO

#3 RETURN TO ORIGINAL SIDING CURRENTLY BEHIND STUCCO



4170 LF $1 LF

#3 DETAILS BEHIND STUCCO SHOWING GERMAN SI
INSTALLED OVER DIAGONAL SUB SIDING BOARDS
ILLUSTRATION ONLY, NOT MADISON ST HOUSE

HP ENVIRONMENTAL
INCORPORATED

Asbestos Survey Report

14941 Washington Street
Haymarket, Virginia

Date Prepared:	*November 5, 2013*
Prepared for:	*Willard Environmental Group, Inc.* *10405 Balls Ford Road* *Manassas, VA 20109*
Prepared by:	*HP Environmental, Inc.* *104 Elden Street* *Herndon, VA 20170*
Written by:	*Jason Edwards, B.S.* *VA Asbestos Inspector #3303-002331*
Reviewed by:	*Brent Sharrer, M.S., CIH*
HPE Job#:	*136278*

104 Elden Street
Herndon, VA 20170

Laboratories & Consultants
Industrial Hygiene • Toxicology • Environmental Sciences

Phone: 703•471•4200
Facsimile: 703•471•0020

EXECUTIVE SUMMARY

Testing was conducted to determine if asbestos is present at a structure planned for renovation, located at 14941 Washington Street, a future development site in Haymarket, VA. The survey and collection of samples was conducted on October 29, 2013. The scope of the survey was to identify any friable or non-friable asbestos-containing building materials associated within the structure prior to the anticipated renovation work. This report concludes that multiple types of asbestos containing building materials (ACBMs) are present in association with the building:

Asbestos (Category 1 non-friable) was identified in:

Location	Material
1st Floor (small office in the main front bay)	1st & 2nd Layer Linoleum and Associated Black Mastic (70 sq. ft.)
2nd Floor (throughout the "lower" portion of the 2nd floor)	12"x12" Grey Floor Tile & Associated Black Mastic (~1,900 sq. ft. total) (1)
2nd Floor (small bathroom)	Orange/Beige Linoleum (25 sq. ft.)
2nd Floor (throughout the "lower" portion of the 2nd floor)	9"x9" Floor Tile & Mastic (~1,925 sq. ft. total) (2)

(1) The 12"x12" tiles and associated mastic are affixed to a plywood subfloor.

(2) The 9"x9" tiles and associated mastic are located underneath the linoleum and plywood subfloor associated with the 12" tiles. The 9" tiles and mastic are affixed to a wooden floor. This tile can be expected to be located underneath erected walls. A representative picture can be found in Attachment #2.

All quantities listed in the above tables are HPE's estimations only. If used for abatement purposes, the contractor should confirm these amounts.

Current US EPA and Commonwealth of Virginia asbestos regulations require that any asbestos-containing materials that will be impacted/disturbed by building renovation must be removed prior to commencing those activities that will disturb the materials. All asbestos removal work must be performed by a qualified asbestos abatement contractor.

NOTE: While care has been taken to locate and sample all suspect materials associated with the structure, the potential does exist for additional materials to be concealed within the structure (i.e. behind framing, under roofing, under floor boards, behind brick/stone/wood façades, inaccessible areas, etc.). For this reason, during the renovatoin process, care should be taken to recognize any materials that may become evident and accessible. Additional testing and/or removal of the materials may be required.

This report is submitted the 5th day of November in the Year 2013 by:

Jason Edwards, BS (VA Asbestos Inspector #3303-002331)	Brent Sharrer, MS, CIH Director of Industrial Hygiene Services

Table of Contents

Introduction

Project Description

The property located at 14941 Washington Street was surveyed at the request of Willard Environmental Group, Inc., LLC, located in Manassas, VA. The property is located on the southern side of Washington Street, just east of the Jefferson Street intersection.

The structure used to be the fire station for the Town of Haymarket, which has relocated. The structure was vacant at the time of the inspection. The building is two stories tall with no basement. The northwest portion of the structure appears to be an addition to the original structure, but HPE could not verify this assumption.

On October 29, 2013, Mr. Jason Edwards (VA Inspector #3303-002331) inspected the above-mentioned structure and collected a total of twenty-nine (29) representative samples of different building materials. The on site inspection consisted of entering all accessible spaces inside or on the exterior of the structure and collecting samples of different building materials that were suspected to contain asbestos.

Scope of Work/Survey Objective

This survey was conducted in order to comply with current local, Commonwealth of Virginia and U.S. EPA NESHAP regulations prior to the demolition of the structure. The goal of the survey was to determine if any ACBM is located within or on the exterior of the building.

Definitions

- Friable Asbestos Containing Material – any material containing greater than 1% asbestos by PLM that when dry can be crumbled, pulverized or reduced to powder by hand pressure. Non-friable material is material that cannot be crumbled, pulverized or reduced to powder by hand pressure.
- Category 1 Non-Friable Asbestos Containing Material – resilient floor coverings, asphalt roofing products, packings, and gaskets.
- Category 2 Non-Friable Asbestos Containing Material – all other non-friable ACM.
- Regulated Asbestos Containing Materials (RACM) – Under EPA's National Emissions Standards for Hazardous Air Pollutants (NESHAP) regulations (40 CFR 61, subpart M), RACM is defined as – (1) Friable asbestos containing material, (2) Category 1 non-friable ACM that has become friable, (3) Category 1 non-friable ACM that will or has been subjected to sanding, grinding, cutting, or abrading, or (4) Category 2 non-friable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations.

Current Regulatory Guidelines

OSHA: Meets criteria for OSHA medical records rule. 29 CFR 1910.20 (7/1/88)

OSHA: 8 hr Time Weighted avg.: 0.1 fiber/cc. A fiber is defined as a particulate form of asbestos, tremolite, anthophyllite, or actinolite, 5 μm or longer, with a length-to-diameter ratio of at least 3:1. 29 CFR 1910.1001 (8/10/94)

NIOSH: 8-hr TWA: .1 fiber/cc (fibers greater than 5 μm in length) NIOSH. NIOSH POCKET GUIDE CHEM HAZ 2ND PRT 1997 Appendix C

ACGIH: TLV - Time Weighted Avg. (TWA) 0.1 fiber/cc (fibers longer than 5 μm and with an aspect ratio equal to or greater than 3:1) (2000) ACGIH. TLVs 1989-90., p. 18

EPA: Asbestos has been designated as a hazardous air pollutant under section 112 of the Clean Air Act. 40 CFR 61.01 (7/1/88)

Miscellaneous Published Reports

NTIS: Industrial Health Hazards Due to Atmospheric Factors, October 29082-May 1983.

USEPA/ECAO: Asbestos Health Update (1984) EPA 600/8-84-003A

WHO: Environ Health Criteria: Asbestos and Other Natural Mineral Fibers (1986)

USEPA: Health and Environmental Effects Profile for Asbestos (1979)

Survey and Analytical Methods

Air Sample Collection

No air samples were collected during this inspection.

Bulk Sample Collection

Samples of building material were collected using metal sampling devices. Material collected was contained entirely within catch containers and emissions from sampling were contained by application of wetting agents when appropriate. Efforts were made not to impair the function or appearance of items sampled. In some instances, samples could not be taken without adversely impacting the intended function of the material.

Sample Analysis

Analysis of bulk building material for the presence of asbestos, was conducted using the current EPA Method 600/M4-82-020. The technique includes use of polarized light microscopy with confirmation technique using dispersion staining. This method is designed to identify asbestos minerals and determine their estimated concentrations as a percent by area.

The United States Environmental Protection Agency (USEPA) defines ACM as a material which contains greater than 1% (w/w) of asbestos. Thus, materials that contain asbestos in concentrations greater than 1% are frequently labeled "positive" while materials containing less than 1% are labeled "negative". Although this convention has gained general acceptance, the designation was arbitrarily determined and may be subject to revision in the future. Precedent for such a revision can be found in the redefinition of "ACM" by the USEPA to include non-friable materials.

In some cases limitations associated with the analytical method must also be considered when determining what is a "positive" result. For instance, when asbestos fibers are contained within a vinyl matrix of a floor tile, the analysis requires that the vinyl be dissolved in organic solvents. In this case it is difficult to assign an accurate percentage to the asbestos content of the floor tile and labeling this floor tile as "negative", when it contains less than 1% asbestos, may be inappropriate and misleading. Likewise, some materials are formulated using very fine asbestos fibers. At some point these very fine fibers become invisible to light microscopy techniques. Experience has demonstrated that reports of trace quantities of asbestos in some materials following examination by light microscopy may be inaccurate. Frequently, such materials are found to contain significantly more asbestos when analyzed by other techniques such as electron microscopy.

For these reasons, the "positive" designation in this report will be applied to materials when even trace quantities of asbestos are detected. This will remain the case unless additional testing or other information is available to confirm the concentration of asbestos to be less than or equal to 1%.

Results

The laboratory report listing the results for all twenty-nine (29) samples collected is an attachment to this survey report (AmeriSci Richmond Certificate of Laboratory Analysis #113102047). Asbestos was identified in ten (10) of the samples.

Results Summary

The on-site inspection and subsequent review of laboratory results of the twenty-nine (29) bulk samples collected during the survey on October 29, 2013 found that:

- Chrysotile asbestos (Category 1 non-friable) was identified in the **1st/2nd layer linoleum and associated black mastic** (~70 sf total) (see samples 14941-102913-04, 05, and 06) located in the small 1st floor office in the main entry bay.

- Chrysotile asbestos (Category 1 non-friable) was identified in the **grey 12"x12" floor tile and associated black mastic** (~1,900 sf total) (see samples 14941-102913-10, 12, and 13) located throughout the majority of the 2nd floor.

- Chrysotile asbestos (Category 1 non-friable) was identified in the **orange/beige linoleum** (~25 sf total) (see sample 14941-102913-22) located in the small bathroom on the 2nd floor.

- Chrysotile asbestos (Category 1 non-friable) was identified in the **red & grey 9"x9" floor tile and associated black mastic** (~1,925 sf total) (see samples 14941-102913-14, 15, 17) located throughout the "lower" level rooms on the 2nd floor. These materials are located under the linoleum and plywood subfloor associated with the 12" grey tiles and are themselves affixed to an underlying wood floor.

Conclusions and Recommendations

Several types of ACBMs were found in association with the structure in the forms of linoleums, 12"x12" floor tiles, 9"x9" floor tiles, and black flooring mastic. The black mastic is considered homogeneous throughout the structure.

Any asbestos-containing materials that will be impacted or disturbed by building renovation must be removed prior to commencing the renovation/construction activities that will disturb them. Any and all asbestos removal work must be performed by a qualified asbestos abatement contractor. Accurate pricing can be obtained by having qualified abatement companies provide bids based upon a specific scope of work, project schedule, project conditions, and/or project specifications.

Should any of the asbestos containing materials remain in the building during the construction, the building owner and/or general contractor needs to inform trades working on the site that asbestos containing materials are present in the work area, what the materials are, their locations, and not to disturb the materials.

NOTE: While care has been taken to locate and sample all suspect materials associated with the structure, the potential does exist for additional materials to be concealed within the structure (i.e. behind framing, under roofing, under floor boards, behind brick/stone/wood façades, inaccessible areas, etc.). For this reason, during the demolition process, care should be taken to recognize any materials that may become evident and accessible. Additional testing and/or removal of the materials may be required.

Attachment #1

Laboratory Results

AMERI SCI

AmeriSci Richmond
13635 GENITO ROAD
MIDLOTHIAN, VIRGINIA 23112
TEL: (804) 763-1200 • FAX: (804) 763-1800

PLM Bulk Asbestos Report

HP ENVIRONMENTAL, INC.
Attn: Jason Edwards
104 Elden Street
Suite 11
Herndon, VA 20170

Date Received 10/30/13 **AmeriSci Job #** 113102047
Date Examined 11/04/13 **P.O. #**
Page 1 **of** 6
RE: 14941 Washington St, Haymarket, VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
14941-102913-01	113102047-01	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Drywall, 1st Floor, NW Truck Bay, Ceiling Debris			
Analyst Description: Brown/Lt. Gray, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 3 %, Non-fibrous 97 %			
14941-102913-02	113102047-02	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Garage Door Frame, NE Truck Bay, Front Roll Up Door			
Analyst Description: Gray/Brown, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 97 %, Non-fibrous 3 %			
14941-102913-03	113102047-03	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Ceiling Board, Front/Main Bay (w/Staircase), Central			
Analyst Description: Green/Brown, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 97 %, Non-fibrous 3 %			
14941-102913-04	113102047-04	*Yes*	22 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: Top Layer Linoleum (Leaf Design), Front/Main Bay, Small Office			
Analyst Description: Brown, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types: Chrysotile 22.0 %			
Other Material: Cellulose 3 %, Non-fibrous 75 %			
14941-102913-05	113102047-05	*Yes*	2 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: Bottom Layer Linoleum, Front/Main Bay, Small Office			
Analyst Description: White, Heterogeneous, Non-Fibrous, Floor Tile			
Asbestos Types: Chrysotile 2.0 %			
Other Material: Non-fibrous 98 %			

See Reporting notes on last page

AmeriSci Job #: **113102047**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

14941 Washington St, Haymarket, VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
14941-102913-06	113102047-06	*Yes*	6 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: Mastic Under Bottom Layer Linoleum, Front/Main Bay, Small Office			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 6.0 % **Other Material:** Non-fibrous 94 %			
14941-102913-07	113102047-07	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Interior Window Glazing, Front/Main Bay, Rear Window			
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Wollastonite Trace, Non-fibrous 100 %			
14941-102913-08	113102047-08	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Interior Window Glazing, Rear/Central Bay			
Analyst Description: Gray, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Wollastonite Trace, Non-fibrous 100 %			
14941-102913-09	113102047-09	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Ceiling Board, Rear Bay, Near Steps			
Analyst Description: Brown, Heterogeneous, Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose 97 %, Non-fibrous 3 %			
14941-102913-10	113102047-10	*Yes*	2 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: 12"x12" Floor Tile, 2nd Floor, Main Room, Central			
Analyst Description: Lt. Gray, Heterogeneous, Non-Fibrous, Floor Tile **Asbestos Types:** Chrysotile 2.0 % **Other Material:** Non-fibrous 98 %			
14941-102913-11	113102047-11	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Mastic Under 12" Tile, 2nd Floor, Main Room, Central			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose 10 %, Non-fibrous 90 %			

See Reporting notes on last page

AmeriSci Job #: **113102047**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

14941 Washington St, Haymarket, VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
14941-102913-12	113102047-12	*Yes*	2 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: 12"x12" Floor Tile, 2nd Floor, Kitchen			
Analyst Description: Lt. Gray, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 2.0 % **Other Material:** Non-fibrous 98 %			
14941-102913-13	113102047-13	*Yes*	4 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: Mastic Under 12" Tile, 2nd Floor, Kitchen			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 4.0 % **Other Material:** Cellulose 2 %, Non-fibrous 94 %			
14941-102913-14	113102047-14	*Yes*	4 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: 9"x9" Floor Tile, 2nd Floor, Front Room, Closet			
Analyst Description: Gray, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 4.0 % **Other Material:** Non-fibrous 96 %			
14941-102913-15	113102047-15	*Yes*	3 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: Mastic Under 9" Tile, 2nd Floor, Front Room Closet			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 3.0 % **Other Material:** Cellulose 2 %, Non-fibrous 95 %			
14941-102913-16	113102047-16	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Interior Window Glazing, 2nd Floor, Front Room, East Window			
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Wollastonite Trace, Non-fibrous 100 %			
14941-102913-17	113102047-17	*Yes*	4 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: 9"x9" Floor Tile, 2nd Floor, Small Room In Main Area, Under 12" Tile And Wood Sub Floor			
Analyst Description: Red, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 4.0 % **Other Material:** Non-fibrous 96 %			

See Reporting notes on last page

AmeriSci Job #: **113102047**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

14941 Washington St, Haymarket, VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
14941-102913-18	113102047-18	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Mastic Under 9" Tile, Small Room In Main Area, Under 12" Tile And Wood Sub Floor			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 7 %, Non-fibrous 93 %			
14941-102913-19	113102047-19	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Tar Paper Under Tile/Mastic, 2nd Floor, Small Room In Main Area, Under 12" Tile & Wood Sub Floor			
Analyst Description: Black, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 95 %, Non-fibrous 5 %			
14941-102913-20	113102047-20	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Mastic Under 9" Tile, 2nd Floor, Main Room, Under 12" Tile And Wood Sub Floor			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 7 %, Non-fibrous 93 %			
14941-102913-21	113102047-21	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Tar Paper Under Tile/Mastic, 2nd Floor, Main Area, Under 12" Tile And Wood Sub Floor			
Analyst Description: Black, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose 95 %, Non-fibrous 5 %			
14941-102913-22	113102047-22	*Yes*	15 % (by CVES) by David W. Ralbovsky on 11/04/13
Location: Linoleum, 2nd Floor, Restroom			
Analyst Description: Beige/Orange, Heterogeneous, Fibrous, Bulk Material			
Asbestos Types: Chrysotile 15.0 %			
Other Material: Cellulose 7 %, Non-fibrous 78 %			
14941-102913-23	113102047-23	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Textured Ceiling, Elevated Office Area, Rear Room, Damaged Ceiling			
Analyst Description: Off White, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Cellulose Trace, Non-fibrous 100 %			

See Reporting notes on last page

AmeriSci Job #: **113102047**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

14941 Washington St, Haymarket, VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
14941-102913-24	113102047-24	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Drywall, Elevated Office Area, Rear Room, Damaged Ceiling			
Analyst Description: Brown/Off-White, Heterogeneous, Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose 5 %, Non-fibrous 95 %			
14941-102913-25	113102047-25	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Textured Ceiling, 2nd Floor, Front Room			
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose Trace, Non-fibrous 100 %			
14941-102913-26	113102047-26	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Textured Ceiling, 2nd Floor, Elevated Office Room w/Attic Ladder			
Analyst Description: White, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose Trace, Non-fibrous 100 %			
14941-102913-27	113102047-27	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Roof Shingle, Debris On Ground, By Rear Door			
Analyst Description: White/Black, Heterogeneous, Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Fibrous glass 5 %, Non-fibrous 95 %			
14941-102913-28	113102047-28	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Roof Shingle, Rear Bay			
Analyst Description: White/Black, Heterogeneous, Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Fibrous glass 7 %, Non-fibrous 93 %			
14941-102913-29	113102047-29	*No*	NAD (by CVES) by David W. Ralbovsky on 11/04/13
Location: Tar Paper Underlayment, Rear Bay, Under Shingle			
Analyst Description: Black, Heterogeneous, Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose 95 %, Non-fibrous 5 %			

See Reporting notes on last page

AmeriSci Job #: **113102047**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

14941 Washington St, Haymarket, VA

Reporting Notes:

Analyzed by: David W. Ralbovsky Date 9/04/13

*NAD = no asbestos detected, Detection Limit <1%, Reporting Limits: CVES = 1%, 400 Pt Ct = 0.25%, 1000 Pt Ct = 0.1%; "Present" or NVA = "No Visible Asbestos" are observations made during a qualitative analysis; NA = not analyzed; NA/PS = not analyzed / positive stop; PLM Bulk Asbestos Analysis by EPA 600//M4-82-020 per 40 CFR 763 (NVLAP Lab Code 101904-0) and ELAP PLM Analysis Protocol 198.1 for New York friable samples which includes quantitation of any vermiculite observed (198.6 for NOB samples) or EPA 400 pt ct by EPA 600/M4-82-020 (NYSDOH ELAP Lab # 10984); CA ELAP Lab # 2508; Note: PLM is not consistently reliable in detecting asbestos in floor coverings and similar NOB materials. NAD or Trace results by PLM are inconclusive, TEM is currently the only method that can be used to determine if this material can be considered or treated as non-asbestos-containing in New York State (also see EPA Advisory for floor tile, FR 59, 146, 38970, 8/1/94). NIST Accreditation requirements mandate that this report must not be reproduced except in full without the approval of the laboratory. This PLM report relates ONLY to the items tested.

Reviewed By:_____

104 Elden Street, Suite 11
Herndon, Virginia 20170

Phone: 703 • 471-4200
Facsimile: 703 • 471-0020

HPE

113102047

HP ENVIRONMENTAL
INCORPORATED

Test Request Form

Page 1 of 3

CLIENT NAME	RPT. NO. / FOR LABORATORY USE ONLY REF. NO. 66079
ADDRESS	RECEIVED BY: DATE
	ANALYZED BY: DATE
PHONE / FAX	REVIEWED BY: DATE

PLEASE TYPE OR PRESS HARD WITH BALL POINT PEN.

P.O. # / CONTRACT # / CALL # / JOB # CONTACT PERSON	COLLECTED BY: DATE 10/29/13
PROJECT LOCATION 14941 WASHINGTON ST HAYMARKET VA	SUBMITTED BY: DATE 10/30/13
TEST(S) REQUESTED OR TEST CODES (NOTE WITH EACH SAMPLE IF NECESSARY) TCLP 3 DAY	TOTAL NUMBER OF SAMPLES 29 MODE OF SHIPMENT
☐ ROUTINE ☐ RUSH ☐ FAX ☐ PHONE	DESCRIBE THE PACKAGE OR SAMPLES

SAMPLE NO.	TYPE	SAMPLE LOCATION & REMARKS	VOLUME / AREA
NO. 01 14941-102913-01	BULK	DRYWALL, 1ST FLOOR, NW TRUCK BAY, CEILING DEBRIS	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 02 -02		GARAGE DOOR PANEL, NE TRUCK BAY, FRONT ROLL UP DOORS	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 03 -03		CEILING BOARD, FRONT/MAIN BAY (N/STAIRCASE), CENTRAL	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 04 -04		TOP LAYER LINOLEUM (LEAF DESIGN), FRONT/MAIN BAY, SMALL OFFICE	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA 70 SF
NO. 05 -05		BOTTOM LAYER LINOLEUM, FRONT/MAIN BAY, SMALL OFFICE	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 06 -06		MASTIC UNDER BOTTOM LAYER LINOLEUM, FRONT/MAIN BAY, SMALL OFFICE	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 07 -07		INTERIOR WINDOW GLAZING, FRONT/MAIN BAY, REAR WINDOW	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 08 -08		INTERIOR WINDOW GLAZING, REAR/CENTRAL BAY	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 09 -09		CEILING BOARD, REAR BAY, NEAR STEPS	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 10 -10		12"X12" FLOOR TILE, 2ND FLOOR MAIN ROOM, CENTRAL	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 11 -11		MASTIC UNDER 12" TILE, 2ND FLOOR, MAIN ROOM, CENTRAL	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA
NO. 12 -12		12"X12" FLOOR TILE, 2ND FLOOR, KITCHEN	FLOW TIME ON FLOW TIME OFF; LITERS OR AREA

RECEIVED OCT 30 2013

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104 Elden Street, Suite 11
Herndon, Virginia 20170

Phone: 703 • 471-4200
Facsimile: 703 • 471-0020

HPE

113102047

HP ENVIRONMENTAL
INCORPORATED

Test Request Form

Page 2 of 3

CLIENT NAME: MPC	FOR LABORATORY USE ONLY — RPT. NO. / REF. NO. 66078
ADDRESS	RECEIVED BY: DATE
	ANALYZED BY: DATE
PHONE / FAX	REVIEWED BY: DATE

PLEASE TYPE OR PRESS HARD WITH BALL POINT PEN.

P.O. # / CONTRACT # / CALL # / JOB # — CONTACT PERSON: J. CRAWFORD	COLLECTED BY: DATE: 10/29/17
PROJECT LOCATION: 14941 WASHINGTON ST MAINTENANCE GJT	SUBMITTED BY: DATE: 10/30/17
TEST(S) REQUESTED OR TEST CODES (NOTE WITH EACH SAMPLE IF NECESSARY): PLM 3 DAY	TOTAL NUMBER OF SAMPLES — MODE OF SHIPMENT
☐ ROUTINE ☐ RUSH ☐ FAX ☐ PHONE	DESCRIBE THE PACKAGE OR SAMPLES

SAMPLE NO.	TYPE	SAMPLE LOCATION & REMARKS	VOLUME / AREA
NO. 01 14941-102913-13	BULK	MASTIC UNDER 12" TILE, 2nd FLOOR, KITCHEN	FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 02 14		9" X 9" FLOOR TILE, 2nd FLOOR, FRONT ROOM, CLOSET	LITERS OR AREA 25 SF
NO. 03 15		MASTIC UNDER 9" TILE, 2nd FLOOR, FRONT ROOM CLOSET	LITERS OR AREA
NO. 04 16		INTERIOR WINDOW GLAZING, 2nd FLOOR, FRONT REAR ROOM, ~~WEST~~ WINDOW	LITERS OR AREA
NO. 05 17		9" X 9" FLOOR TILE, 2nd FLOOR, SMALL ROOM IN MAIN AREA, UNDER 12" TILE AND WOOD SUB FLOOR	LITERS OR AREA
NO. 06 18		MASTIC UNDER 9" TILE, SMALL ROOM IN MAIN AREA, UNDER 12" TILE AND WOOD SUB FLOOR	LITERS OR AREA
NO. 07 19		TARPAPER UNDER TILE / MASTIC, 2nd FLOOR, A SMALL ROOM IN MAIN AREA, UNDER 12" TILE + WOOD SUB FLOOR	LITERS OR AREA
NO. 08 20		MASTIC UNDER 9" TILE, 2nd FLOOR, MAIN ROOM, UNDER 12" TILE AND WOOD SUB FLOOR,	LITERS OR AREA
NO. 09 21		TARPAPER UNDER TILE / MASTIC, ~~2nd~~ 2nd FLOOR, MAIN AREA, UNDER 12" TILE AND WOOD SUB FLOOR	LITERS OR AREA
NO. 10 27		LAVATORY, 2nd FLOOR, RESTROOM	LITERS OR AREA
NO. 11 23		TEXTURED CEILING, ELEVATED OFFICE AREA, REAR ROOM, DAMAGED ~~CEILING~~ CEILING	LITERS OR AREA
NO. 12 24		DRYWALL, ELEVATED OFFICE AREA, REAR ROOM, DAMAGED CEILING	LITERS OR AREA

RECEIVED
OCT 30 2017
By

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104 Elden Street, Suite 11
Herndon, Virginia 20170

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Test Request Form

Page 3 of 7

CLIENT NAME	RPT. NO. / FOR LABORATORY USE ONLY REF. NO. 66077
ADDRESS	RECEIVED BY: DATE
	ANALYZED BY: DATE
PHONE / FAX	REVIEWED BY: DATE

PLEASE TYPE OR PRESS HARD WITH BALL POINT PEN.

P.O. # / CONTRACT # / CALL # / JOB # CONTACT PERSON	COLLECTED BY: DATE
PROJECT LOCATION 14941 WASH ST	SUBMITTED BY: DATE
TEST(S) REQUESTED OR TEST CODES (NOTE WITH EACH SAMPLE IF NECESSARY) PCM 5 DAY	TOTAL NUMBER OF SAMPLES 5 MODE OF SHIPMENT
☐ ROUTINE ☐ RUSH ☐ FAX ☐ PHONE	DESCRIBE THE PACKAGE OR SAMPLES

SAMPLE NO.	TYPE	SAMPLE LOCATION & REMARKS	VOLUME / AREA
NO. 01 14941-102913-C5	BULK	TEXTURED CEILING, 2nd FLOR, FRONT ROOM	FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 02 -26		" " " " ELEVATOR OFFICE	FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:		ROOM W/ ATTIC LADDER	
NO. 03 -27		ROOF SHINGLE, DEBRIS ON GROUND, BY	FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:		REAR DOOR	
NO. 04 -28		ROOF SHINGLE, REAR BAY	FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 05 -24		TARPAPER UNDERLAYMENT, REAR BAY, UNDER SHINGLE	FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 06			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 07			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 08			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 09			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 10			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 11			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			
NO. 12			FLOW / TIME ON / FLOW / TIME OFF; LITERS OR AREA
TEST CODE:			

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Attachment #2

Photographs

Photograph 1
A view of the linoleum in the small 1st floor office in the main entry bay. There are two layers of asbestos linoleum as well as an underlying layer of black mastic/glue which is also asbestos containing.

Photograph 2
View of the flooring system on the 2nd floor. The grey 12" tiles and associated mastic are asbestos containing and affixed to a plywood subfloor. Underneath the plywood are asbestos containing 9" floor tiles and mastic which are also applied to a wooden floor. These 9" tiles/mastic can also be expected to be located underneath any erected walls.

Photograph 3
Linoleum in the small 2nd floor bathroom. Underneath this linoleum are the 9" tiles and associated mastic (both are asbestos containing).

Photographs 1 – 3

Materials found to be asbestos containing.

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Project Management
Owner Services
Architecture

Existing Condition Report
Former Haymarket Fire Station

Date: February 7, 2017

To: Stergio Zissios
Z Properties LLC
9402 Justice Lane
Delaplane, VA 20144

Property: Former Haymarket Fire Station
(adjacent to the Old Bank Building)

Location: 14941 Washington Street
Haymarket, VA

Prepared by: Gabriel Consultants LLC
6511 Trillium House Lane
Centreville, VA 20120

Location Map (red arrow identifies property)

1. PREFACE AND PURPOSE OF REPORT

Gabriel Consultants has been retained by Z Properties LLC to conduct an existing building condition assessment for the former fire station building located in the Town of Haymarket. The purpose of the study is to determine the condition of the property, assess code related issues, determine the suitability for re-developing the building into competitive Class A retail or office space (lease or sale), evaluate the benefit to community for retaining the building in lieu of a new historic venue development and provide a recommendation regarding a path forward.

2. PROPERTY BACKGROUND, DESCRIPTION AND GENERAL INFORMATION:

In 1994 the Town of Haymarket's (the Town) Town Council adopted the Historic Overlay District (HOD) and also established the Haymarket Architectural Review Board (ARB). The ARB's role is to determine that no building, structure or sign shall be erected, constructed, or altered until the ARB has issued a Certificate of Appropriateness (COA). Changes within the HOD including rehabilitation and additions to existing buildings, new construction and demolishing existing buildings must be reviewed and approved by the ARB. The establishment of a historic overlay district and the ARB appears to be incompliance with enabling legislature for the Commonwealth of Virginia.

Based on meetings with the Town staff, clarification is needed regarding whether buildings are considered historic due to the location within the historic district or if they are deemed historic because they are greater than fifty (50) years in age. The concern stems from the perception that

a blanket overlay would automatically make all buildings a "historic" structure and worthy of preservation. Conversely it is unclear if the regulation intends to consider all buildings greater than fifty years in age as "historic".

Under either scenario, the overarching issue is lack of an objective means of determining if a building is "historically significant". In order to make that determination several considerations are required. For a building to be considered historically significant, it would need to have a historic character as expressed through architectural style, uniqueness, a cultural event, etc. For a reference, the national standard established by the Department of Interiors includes the following excerpts:

> "The goal of HABS/HAER/ HALS documentation is to provide architects, engineers, scholars, preservationists, and interested members of the public with comprehensive information on the historical, architectural, technological, or cultural significance of a building, site, structure, object or landscape."
>
> "Documentation shall adequately explicate and illustrate what is significant or valuable about the historic building, site, structure, object or landscape being documented."
>
> "the aspect of the building, site, structure, object or landscape being documented should reflect the subject's overall significance."

The existing building appears to be an assembly of additions to an original structure. No dates have been obtained for any of the building parts. The county records appear to indicate a date of 1947, but it is difficult to determine which portion of the building is attributed to that date.

The fire station building does not appear to be on any referenced preservation list such as the Department of Interiors, Historic American Building Survey (HABS) registry. In fact, the fire station would not qualify for the HABS program.

The subject property is the former fire stations and is described as a two story building with multiple first floor levels fronting on Washington Street. Its exterior is painted concrete masonry blocks (CMU), with metal framed windows and a combination of single leaf doors and overhead vehicle doors and gable shingle roof. The building footprint is a "L" shape and is comprised of several distinct building efforts. No construction dates are available. The building can be generally described as a "utilitarian" structure typical of a rural mid-20th century building, matching its use as a fire station.

Photo 1 – View from Washington Street

For the purposes of this evaluation, the building is divided into 4 components (A through D) as illustrated in the diagram below (not to scale).

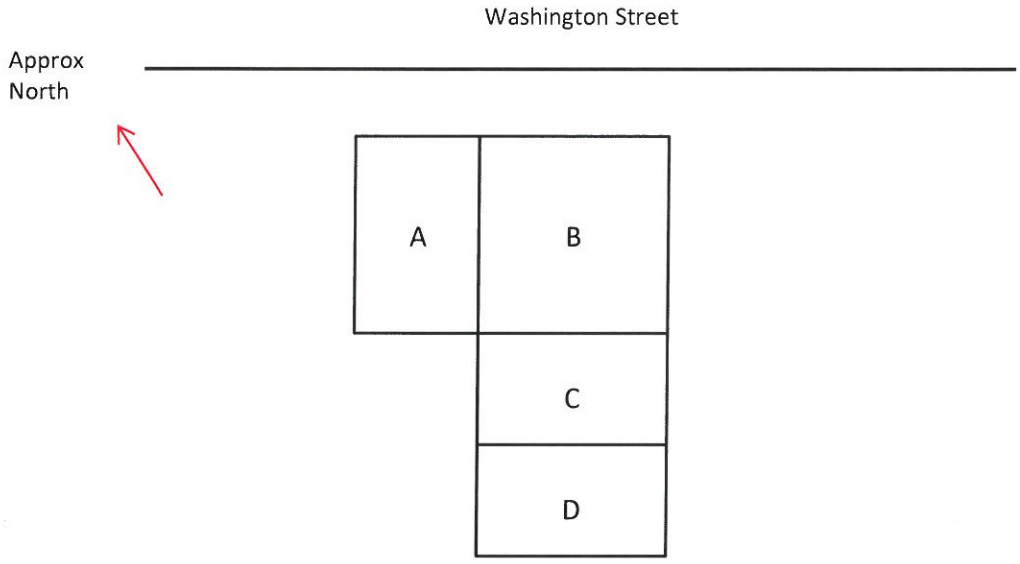


Diagram A – Areas of the existing building

3. CONDITION ASSESSMENT:

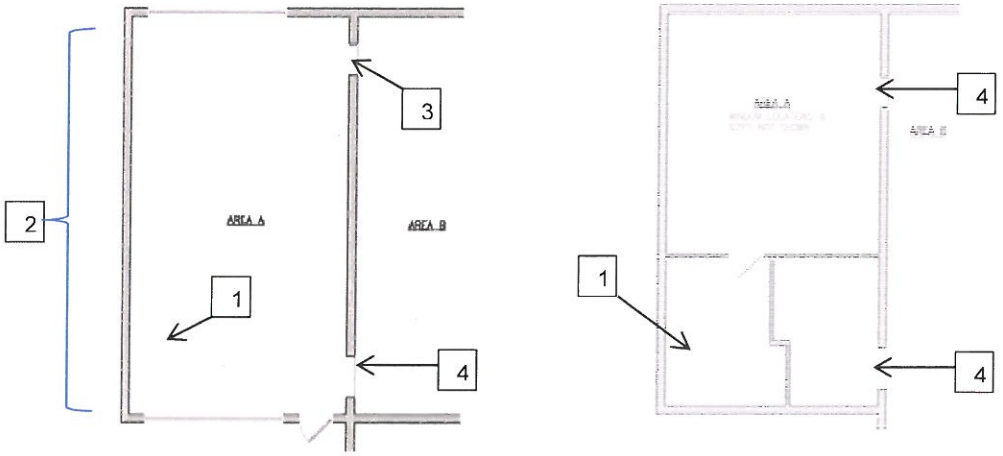
A. General Conditions

On February 3, 2017, Gabriel Consultants LLC conducted a review of the subject property with the building owner. Prior to our review, we met on January 18 with town staff members Susannah Smith (Town Planner) and Joe Barbeau (Haymarket Building Inspector) via conference call. Mr. Barbeau indicated that he had conducted a brief review of the building and felt it could be renovated and preserved. We requested he provide a written accounting of his opinion. As of the date of this report, a written report has not been received. During the course of our discussion, we reviewed various issues identified by Gabriel Consultants and several points were mutually agreed upon. This report documents both our initial comments and additional concerns as a result of our follow up visit (2/3/17).

The general overall conditions of the fire station are poor. There are numerous safety issues, code issues, accessibility issues and overall deterioration of the existing building. Some of these issues stem from the building being abandoned while others appear inherit to the original design and construction. Under current code the construction methodology equates to a Type III-B (light commercial) or Type 5 (residential).

B. ASSESSMENT BY BUILDING AREA (refer to Diagram A):

Area A – This portion of the buildings appears to be the most recently constructed. It is approximately 814 square feet in area per floor and contains two stories. The first floor is a drive through high bay space. The long axis of the space is generally oriented north to south with overhead doors on the north and south wall. The north wall discharges to Washington Street. There is a single egress door on the south wall. The construction materials include load bearing masonry walls on the west and east, steel structure supporting a wood floor assembly and prefabricated wood trusses for the roof assembly. The first floor has a step at the interface with Area B. The second floor is composed of one large room and two smaller rooms.



1st Floor 2nd Floor

Diagram B – Area A first and second floor (not to scale). See keynotes below.

Area A Issues:

1. The southern quadrant of the second floor is deteriorating due to a large hole in the roof. Continuous moisture infiltration has led to the growth of black mold (hazardous material) and green algae on the floor. Rotting of wood floor components and wood roof components has begun. Due to the hole in the roof, the roof structure (believed to be wood trusses) will require repair.

Photo 2 – Hole in roof

Photo 3 – Mold

Photo 4 –Algae growth

2. The exterior masonry walls (8") are showing early signs of stress. The height of the wall may contribute (current code allows for a height of 12" unsupported). This requires further evaluation. Refer to "Exterior" evaluation.

3. At the first floor, one location at the interior masonry wall has failed. Refer to Diagram B.

Photo 5 – masonry failure between Area A and B

4. Circulation between Area A and Area B at both floors does not comply with handicap regulations. Refer to Diagram B.

5. Windows are in the early stages of deterioration and will not comply with the current energy code.

6. Area A of the building does not have an independent stair access to the second floor.

7. Area A does not have independent bathrooms at either the first or second floor.

8. Insulation (fiberglass) at the roof (required to be R-38) is saturated with moisture and is a medium for the growth of mold. See Photo 2 and 3 above.

9. Insulation at the first floor wall assembly is not apparent. The first floor wall thermal rating is required to be R-19 and current does not comply.

10. Insulation at the second floor walls was not observed, but will be required to comply with current ode (R-19).

11. The floor, ceiling and wall finishes are not acceptable Class A finishes.

12. The second floor of Area A and B square footage is approximately 2,681 SF. The second floor will not require an elevator. However to make the second floor suitable and marketable for lease as office space, an elevator will be required.

13. Area A is believed to contain hazardous materials (refer to HAZMAT Survey) and will require removal. Refer to Appendix 1.

14. The condition of the existing electrical system is unknown but will likely require complete replacement to comply with current National Electric Code (NEC) standards.

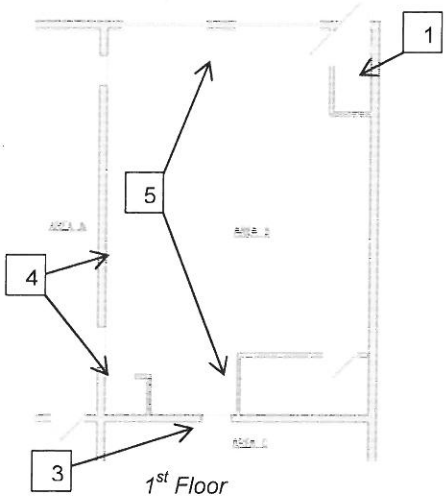
15. The condition of the mechanical system is unknown but will likely require complete replacement due to age, deterioration and the ability to comply with the current energy codes.

16. The egress route for occupants on the second floor of Area A has the potential of being obstructed and the egress distance appears to be exceeded.

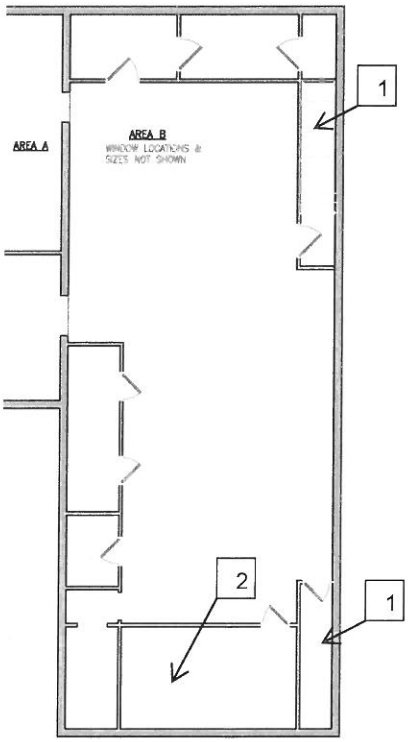
17. The occupant load at the second floor appears to require two means of egress, one exists.

Area B – This portion of the buildings appears to the original area and is in the greatest state of deterioration. It is approximately 1,021 square feet in area for the first floor and contains a second floor which is approximately 1,867 square feet in area. A portion of the second floor is located over Area C. The first floor consists of one large room and two small rooms (one of which is a utility closet). The long axis of the space is generally oriented north to south with a overhead door on the north wall. The north wall discharges to Washington Street. There is an access way to Area C and Area A. Both

passages have steps and are not handicap accessible/compliant. The construction materials include; a slab on grade at the first floor, a wood framed structure (at the second floor) with a ceiling height of 10'-6", load bearing 8" thick masonry walls on the west and east and a wood roof assembly. The second floor is composed of one large room, a kitchen, two bathrooms (non-handicap accessible) and two smaller rooms. There are two stairways accessing the second floor. Neither stair is code compliant. See below for first and second floor plan diagrams.



1st Floor



2nd Floor

Diagram C – Area B first and second floor (not to scale). See keynotes below.

Area B Issues:

1. The egress fire stairs (north and south) within Area A at the first and second floor have numerous code related issues:

    a. The fire star walls are not fire rated at either stair.
    b. The fire stairs are open and unprotected to the roof assemblies. This will allow for the spread of fire into the egress stair.
    c. Doors are not fire rated at either stair.
    d. There is occupied space above both fire stairs, which is specifically prohibited by code.
    e. There is a main distribution electric panel located at the first floor within the north stair enclosure which is both a code issue and a safety issue. The panel location does not comply with NEC.
    f. The main electrical connection for the building is immediately outside the fire stair egress door creating a safety issue by exposing occupants using the emergency egress to the potential of an arch flash.

g. The fire stair exit door appears to be the main entry door for the first floor. This is a code violation.
h. The fire stairs are not fully enclosed at the first floor areas.
i. The southern stair discharges into Area C into an unprotected path of egress.
j. The fire stairs are not consider "remote".

Conclusion – Both fire stairs have numerous code and safety issues and should be completely removed and replaced if the intent is to occupy the existing building.

2. There is a hole in the roof at the southern portion of the second floor located in the existing kitchen. Continuous moisture infiltration has led to deterioration of the area and the rotting of wood floor components has begun.

3. There is a structural failure at the first floor. An existing brick pier has failure in two locations. The damage appears to be the result of the 2011 Virginia earthquake or foundation failure. This issue needs to be address immediately to prevent the central portion of the second floor structure from collapsing. This is a top priority safety concern.

4. Several of the existing wood posts at the first floor have varying levels of dry rot. This is also a safety concern.

Photographs 6 and 7 showing dry rot at base of wood posts

5. The existing first floor slab has a substantial crack extending north to south. This will require the removal and replacement of the slab.

6. Lead tests of the interior wall paint were positive.

7. The hazardous material report identifies asbestos and other hazardous materials in Area B. Although not addresses in the report, there numerous oil spills and the presence of PCBs should be expected.

8. The second floor bathrooms are not handicap accessible or compliant.

9. At the second floor Area B does not have a handicap accessible route to Area A.

10. There is not a handicap accessible route from Area B to Area C.

11. The existing windows will not comply with the energy code.

12. The condition of the mechanical system is unknown but will likely require complete replacement due to age, deterioration and the ability to comply with the current energy codes.

13. The electrical system (observed numerous frayed wires) requires complete replacement and the electric service entrance should be relocated to a self-contained room.

14. The second floor assembly consists of 2 x 10 (nominal) wood floor joists at 18" to 24" on center spanning +/- 13'. The joists in consideration of the span would equally approximately 10 psf dead load and 40 psf live load. This equates to a residential floor rating. Under current code, office areas requires an 80 psf live load. The existing floor system will require additional research and structural support to be used for anything other than residential use.

15. Refer to the Exterior Section of this report for information on the building envelop.

Area C – Area C of the buildings appears to be a part of the original structure or a slightly later addition. This portion of the building in conjunction with Area D are in "near failure mode". Area C is a two story building with a second floor assembly consisting of wood framing, wood framed roof system and CMU exterior walls. Area C is the discharge point for Area B's second floor stairway. As noted in Area B, the stairway has numerous code issues and should be removed and replaced if the building is to be salvaged. Area C has an existing overhead door on the west wall and a passageway to Area D on the south wall. There is a brick pier located in the north wall (adjacent to Area B) that requires immediate shoring and replacement. The pier supports the end of a second floor beam. The approximately area for Area C is 788 square feet. See next page for floor plan diagrams.

Area C Issues:

1. Refer to Area B for issues associated with the egress fire stair.

2. Area C first floor appears to be a former engine. There are numerous oil stains on the slab and a potential environmental issues.

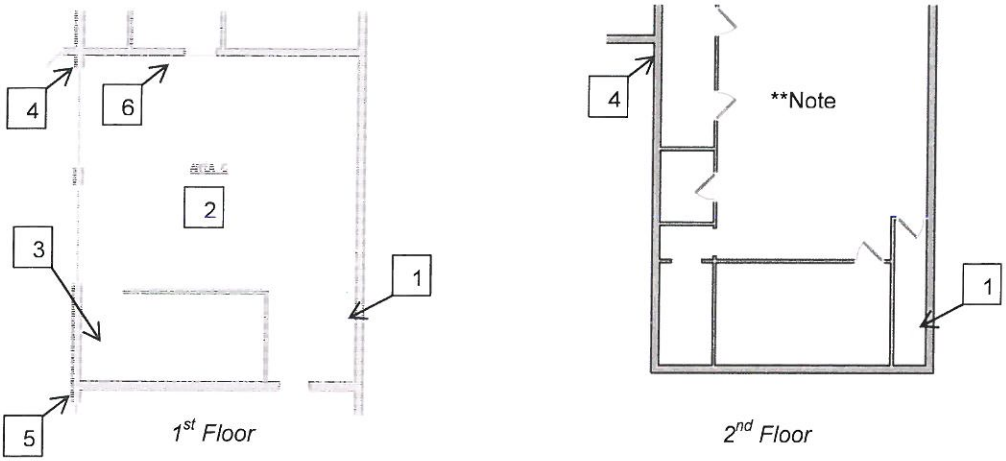


Diagram D – Area C first and second floor (not to scale). See keynotes below.

** See Area B for the complete second floor. This portion of the 2nd floor is located over Area C first floor

3. There is a depressed slab in the southwest corner of Area C. This appears to be depository for used oil. This is is an environmental concern and requires appropriate remediation.

4. At the exterior wall intersection between Area B and C the masonry is demonstrating stress failure at the vertical joint. The cause of failure is likely attributed to differential movement between the two walls. Furthermore when measured with a plumb level, the west exterior wall revealed a significant outward "belly". This indicates the differential settlement is occurring in line with the second floor framing. The first floor is shifting in and the second floor is moving inward. It is only a matter of time before the exterior wall in this location completely fails.

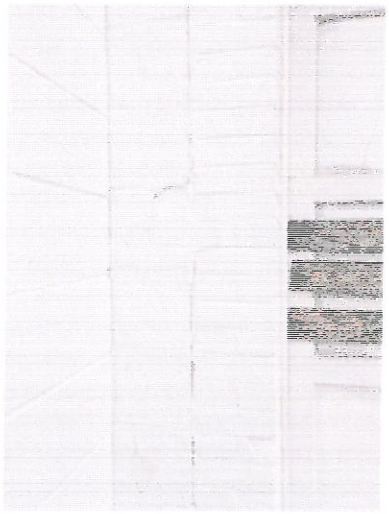


Photo 8 – Stress crack between Area B and C

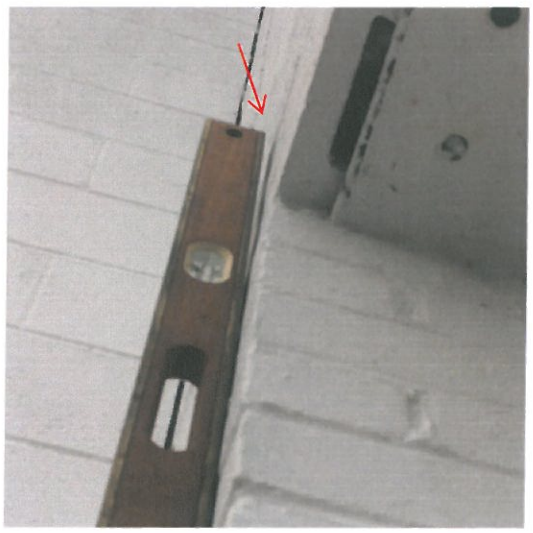


Photo 9 – "Belly" in exterior wall

5. The exterior wall intersection between Area C and D is deteriorating and nearing a point of failure.

Photo 10 – Deteriorated exterior wall

Photo 11 – Deteriorated exterior wall

6. As mentioned in Area B assessment, the existing brick pier supporting beams in both Area B and C is failing. The building cannot be occupied in the current condition.

7. The condition or existence of a mechanical system is unknown. A complete and current system will be required to enable occupancy for any use and comply with energy codes.

8. Due to the age of the building, the electrical system requires complete replacement..

Area D – Area D of the buildings appears to be an addition to Area C. This portion of the building in conjunction with Area C are in "near failure mode". Area D is a one story building with a wood framed roof system (using trusses) and CMU exterior walls.

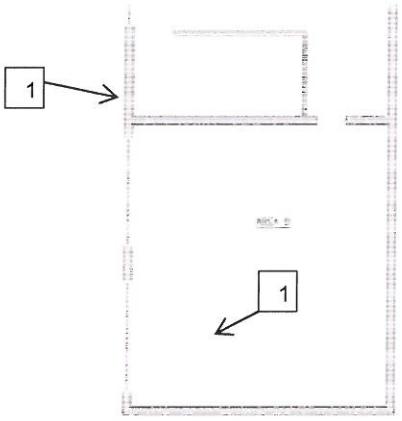


Diagram E – Area D first floor (not to scale). See keynotes below.

Area D Issues:

1. Area D has numerous building envelop failure points in both the wall and roof.

2. Vines have penetrated the exterior wall/door assemblies and are growing within the building envelop.

3. There are numerous wall penetrations and in conjunction with a hole in the roof, the building is deteriorating.

4. The condition or existence of a mechanical system is unknown. A complete and current system will be required to enable occupancy for any use and comply with energy codes.

5. Due to the age of the building, the electrical system requires complete replacement..

C. Site Conditions

The building is located fronting on Washington Street. The property contains limited gravel and partially paved parking spaces. No provisions for storm water retention (quantity) or BMPs for storm water quality exist. As such, compliance with the statutory requirements of the Chesapeake Bay Act are not be met. There is a high probability that oil and fuel from the fire station operations have leached into the surface. The grading at the front slopes towards the building directing water at the entrances.

D. Exterior – Refer to the photographs below for the exterior view of the building:

Photo 12 – East Elevation

Photo 13 – North elevations – Front at Washington St

Photo 14 – West Elevation

Photo 15 – Southeast Corner (rear)

Foundation - The building foundation for Area B, Area C and Area D appear to have multiple failure points and in several areas is completely deteriorated. There are numerous cracks in the foundation and holes of various sizes. Refer to the photographs below.

Photo 16 – Foundation cracks

Photo 17 – Foundation penetrations

Building Envelop (walls and roof)– The building envelop for all exterior walls appears to be a single wythe of 8" concrete masonry units. It is highly unlikely the masonry units are insulated and as a result will not meet current thermal ratings/values as prescribed by state building code.

Numerous exterior walls show cracking to varying degrees. Smaller cracks are most likely attributed to surface stresses rather than through wall cracks. These pose problems for moisture penetration rather than structural concerns. Continued moisture seepage in any crack eventually leads to deterioration. The more significant cracks in the wall indicate structural stresses and possible failure. These pose the possibility of localized wall failure. If the wall is a load bearing component, then the issue will migrate and affect the supported component.

As previously noted in the Area descriptions, there are several penetrations in the roof. Long term exposure to moisture penetration (into wall and floor assemblies) with cyclical drying and wetting periods will result in decay and rot. Rot of structural members typically will result in localized failure of wood framing components.

Refer to the photographs below.

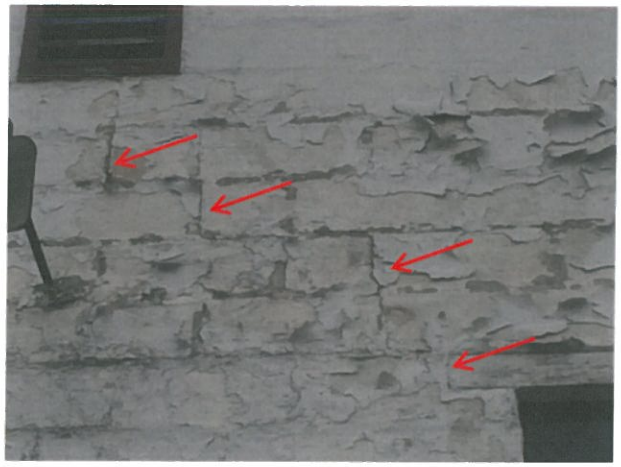


Photo 18 – Stair stepping cracks (red arrow) migrating through heavily painted masonry. Paint underlayment suspected to be lead based. Notice wood lintel.

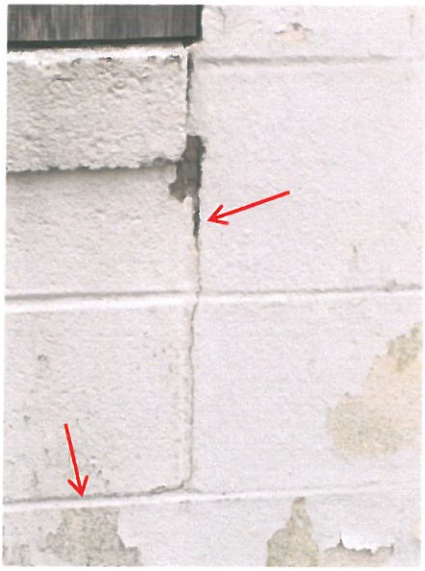


Photo 19 – Early signs of stress

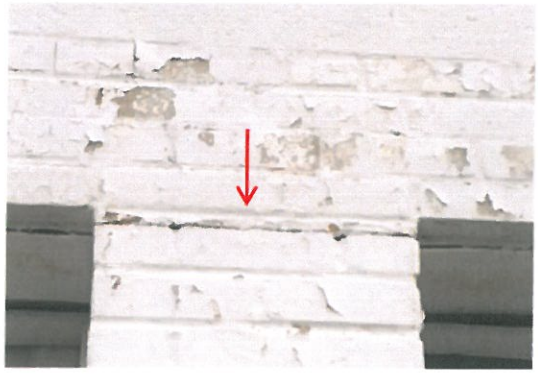


Photo 20 – Stress crack at head of door opening

Window and Door Openings - The windows appear to be of varying age and style. None of the windows are insulated and due to there age and condition should be removed and replaced.

Several locations use wood lintels over the window opens. Several are completely rotted and several others are in the early stages of rotting. Failure of a lintel above an opening will result in structural cracking of the masonry and eventually localized wall failure. Other lintels above door openings are also in the early stages of failure. Refer to photographs below:

Photo 21A – Wood Lintel, early stages of rot

Photo 21B

Photo 22 – Wood plate no apparent lintel

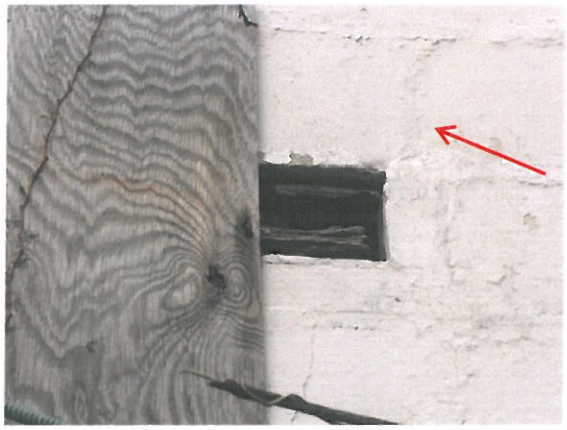


Photo 23 – Completely rotted wood lintel with evidence of patched wall fail (red arrow)

4. SUMMARY OF CONSIDERATIONS

The following findings and recommendations are offered in considering if the existing building can be retained for future development of the property and the potential for re-use of the building:

Aesthetic Value

In general terms, the architectural (Aesthetic) value of the subject property is low. There are other structures elsewhere in town and in close proximity which would have a higher architectural value that reflects more significant periods of American architecture. This structure offers little aesthetic value.

Historic Value

There is no significant historic value in the subject property. If the building was constructed during the late 19th century or has been spared during the Civil War, then it would have a localized historic value.

Evidential Value

The historic value and the evidential value often are parallel. The evidential value is derived from elements of a historical event or from a specific past human activity from one or several periods of time. By way of example, had George Washington or another notable person or even event occurred at the building, then its evidential value would be significant. None of these events occurred and for this reason the evidential value is nonexistent.

Community Value

We have been told by town staff that there is an "emotional" value of the building within the community. We have asked several pedestrian who we met while assessing the building, for their opinion. The majority indicated they felt it was an "eye sore" and should be removed in favor of a new structure. Because the building lacks historic and evidential value, the community value appears be supported by individual personal memories based on past events at the building. These personal memories or "emotion ties" need to be weighed against the capital investment the property owners are willing to make to construct a new structure which would bring new businesses to the town.

Although these individual comments don't necessarily reflect the entire community's opinion, they may be evidence of a shifting demographic or a desire to construct something with a greater appeal.

Technical Considerations and recommendations

The various portions of the building (Areas A through D) are in different states of deterioration and require different levels of repair. The summary of technical considerations (below) are reflective of the ability to maintain/repair (short term or long term use), demolish in favor of a new development and/or integrate the existing building into a new development.

The building as a whole:

- Utility services will require upgrades.
- There is little if any historic value to the building's exterior.

- There is not enough parking to support leasing the building in its current condition.

- Storm water regulations are not being addressed and there is no financial benefit to install such improvements without being able to offset the expenses with numerous leases.

Area A is the most structurally stable portion of the building. It will require improvements to create a viable lease scenario. Improvements would include: code compliant stairs, repairing the roof, replacing all of the finishes, removing all hazmats, adding bathrooms, replacing the electrical system and replacing the mechanical system. Area A has no historical significance. Its size is not conducive to a long term lease.

Area B requires a significant amount of work to make it viable for leasing:

- It cannot be occupied at this time and is in a state of elevated structural failure due to the brick pier and rotted wood posts. This portion of the building requires structure repair or shoring to insure against collapse.

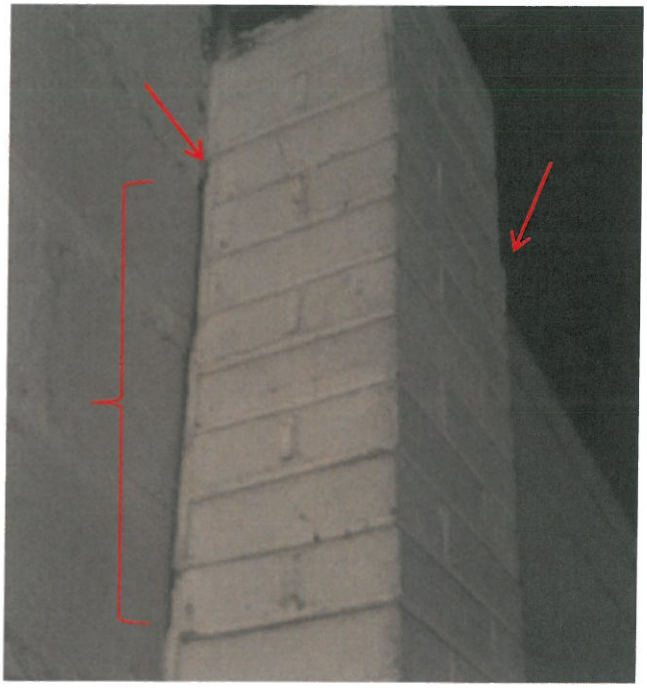


Photo 23 – Brick pier horizontal shift at top 1/3 point See red arrows.

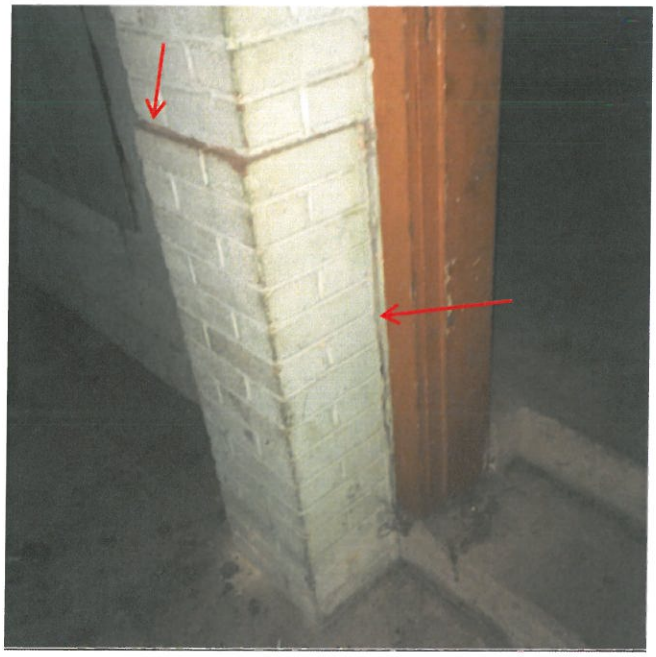


Photo 24 – Brick pier horizontal shift at mid- point. See red arrows

- This portion the greatest amount of hazardous materials which require abatement and removal whether it is maintained or demolished.

- The cost to install new electrical or mechanical systems must be offset by the ability to lease Area A at a higher commercial rates then the Haymarket area can sustain.

- There are numerous secondary structural failure points and building envelop (wall and roof) issues which require repair to insure adequate moister and thermal barrier.

- An elevator would be required to make the building marketable for commercial leases.

Areas C and D are in a state of failure and offer no viable lease opportunities. These portions of the building should be demolished as soon as possible.

End of Report

HP ENVIRONMENTAL
INCORPORATED

Limited Lead Paint Screen

14941 Washington Street
Haymarket, VA

Date Prepared:	*November 1, 2013*
Prepared for:	*Willard Environmental Group, Inc.* *10405 Balls Ford Road* *Manassas, VA 20109*
Prepared by:	*HP Environmental, Inc.* *104 Elden Street* *Herndon, VA 20170*
Written by:	*Jason Edwards, B.S.* *VA Lead Risk Assessor #3356-000580*
Reviewed by:	*Brent Sharrer, MS, CIH*
HPE Job #:	*136278*

EXECUTIVE SUMMARY

SCOPE

A Limited Lead Paint Screen was performed on October 29, 2013 by Mr. Jason Edwards (VA Lead Risk Assessor #3356-000580) of HP Environmental, Inc (HPE). The property is located at 14941 Washington Street in Haymarket, VA. This inspection was conducted in order to determine the presence of any building components containing lead-based paint prior to the anticipated renovation of the building. This screen encompasses all accessible interior and exterior areas of the building.

METHODS

Lead Paint Screen: A total of locations of representative building components were tested for the presence of leaded paint (including calibration checks). Testing was conducted in accordance with HUD protocols, however not all surfaces were tested. All surfaces (building components) were tested using an x-ray fluorescence (XRF) spectrum analyzer. The results of testing are reported in units of mg/cm^2. Both the US EPA and Commonwealth of Virginia define lead-based paint as: "paint or other surface coating that contains lead equal to or in excess of 1.0 mg/cm^2 or more than 0.5 percent by weight".

CONCLUSIONS

Lead Paint Screen: The following building components were identified as having a lead content greater than or equal to 1.0 mg/cm^2. These components are:

Component	Location
Wooden Door Casing	Main Bay, at Entry to Central Bay
Wooden Door Casing/Column	Washington Street Exterior, Between Double Roll Up Doors

Currently there is no requirement to remove lead-based paint prior to renovation or demolition, however, under EPA and OSHA regulations, workers who disturb lead-based paint or untested paints in pre-1978 residential properties or child occupied facilities during the course of renovation or demolition are required to use lead-safe work practices in such a way as to prevent exposure to potential lead hazards.

Note: OSHA treats any coating with measurable levels of lead to be a potential exposure risk to construction workers. Although a specific coating may not be lead-based by definition (i.e. > 1.0 mg/cm^2 by XRF), the coating may still contain measurable quantities of lead. As such, those materials should not be welded, torch cut, sanded or abraded until a plan for compliance with the OSHA Lead in Construction regulation has been prepared and implemented.

This report is submitted on the 1st day of November in the Year 2013 by:

Jason Edwards, BS
(VA Lead Risk Assessor #3356-000580)

Brent Sharrer, MS, CIH
Director of Industrial Hygiene Services

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Appendices

Appendix A: HP Environmental Inc. XRF Results
Appendix B: Photographs

Introduction & Scope

A Limited Lead Paint Screen was performed on October 29, 2013 by Mr. Jason Edwards (VA Lead Risk Assessor #3356-000580) of HP Environmental, Inc (HPE) of the property located at 14941 Washington Street in Haymarket, VA. This inspection was conducted in order to determine the presence of any building components containing lead-based paint prior to the anticipated renovation of the building. This screen encompasses all accessible interior and exterior areas of the building.

Limitations

This lead paint screen was limited to testing of representative building components associated with accessible areas of the building's interior and exterior.

Due to the fact that the testing involved the testing of only the accessible painted building components, additional components may be identified during renovation work or a specific building component in an area of a building may be questioned. When preparing to perform construction activities associated with this project, supplemental "targeted" testing may be required to address specific construction questions.

Methods

A total of locations of representative building components were tested for the presence of leaded paint (including calibration checks). Testing was conducted in accordance with HUD protocols, however not all surfaces were tested. All surfaces (building components) were tested using an x-ray fluorescence (XRF) spectrum analyzer. The results of testing are reported in units of mg/cm^2. Both the US EPA and Commonwealth of Virginia define lead-based paint as: "paint or other surface coating that contains lead equal to or in excess of 1.0 mg/cm^2 or more than 0.5 percent by weight".

Performance Inspection Sheet

Manufacturer and Model

Effective Date: September 24, 2004
Make: Niton LLC XLp 300
Source: ^{109}Cd

Operating Parameters

Lead-in-Paint K+L variable reading time mode.

XRF Calibration Check Limits

0.8 to 1.2 mg/cm^2

The calibration of the XRF instrument was checked using the paint film nearest 1.0 mg/cm^2 in the NIST Standard Reference Material (SRM) used (e.g., for NIST SRM 2579, use the 1.02 mg/cm^2 film).

If readings were outside the acceptable calibration check range, the manufacturer's instructions were followed to bring the instrument into control before XRF testing proceeds.

Substrate Correction

For XRF results using Lead-in-Paint K+L variable reading time mode, substrate correction is not needed for: Brick, Concrete, Drywall, Metal, Plaster, and Wood

XRF Inspection Report

The attached HPE XRF result sheet (Appendix A) contains the results of the XRF screen conducted at 14941 Washington Street, located in Haymarket, VA. Calibration of the XRF instrument was conducted prior to and after conducting the lead screen. All calibration checks fell within acceptable limits for usage of the instrument.

Report Keys:

A Wall = Washington Street Side/Wall of Building (north side)

B Wall = East Side/Wall of Building

C Wall = Rear Side/Wall of Building (south side)

D Wall = West Side/Wall of Building

Current Lead Standards and Definitions

1. OSHA Permissible Exposure Limit (PEL): 50 $\mu g/m^3$, 8 hr Time-Weighted Average. 29 CFR 1910.1025-- Action level: 30 $\mu g/m^3$.

2. OSHA: Meets criteria for OSHA medical records rule 29 CFR 1910.20 (7/1/87)

3. ACGIH TLVs: Time Weighted Avg. (TWA) 0.05 mg/m^3 (2009) ACGIH. TLVs and BEIs 2009. p. 37.

4. ACGIH BEI (Biological Exposure Index): Lead in blood is 30 μg/100 ml. ACGIH. TLVs and BEIs 2009, p. 103.

5. EPA Ambient Air Quality: National primary and secondary ambient air quality standards for lead and its compounds, measured as elemental lead, are: 15 $\mu g/m^3$ maximum arithmetic mean averaged over a calendar quarter. 40 CFR 50.12.

6. EPA RCRA Criteria: A solid waste containing lead may become characterized as a hazardous waste when subjected to the Toxicity Characteristic Leaching Procedure (TCLP) listed in 40 CFR 261.24, and if so characterized, must be managed as a hazardous waste. 40 CFR 261.24 (7/1/87)

7. CDC Confirmed elevated BLL (EBLL): A child with one venous blood specimen $\geq$10 μg/dL, or any combination of two capillary and/or unknown blood specimens $\geq$10 μg/dL drawn within 12 weeks of each other.

8. NIOSH: Recommended Exposure Limit: 10 hr Time-Weighted avg: 0.1 mg/cu m. [NIOSH. NIOSH Pocket Guide to Chemical Hazards. DHHS (NIOSH) Publication No. 97-140. Washington, D.C. U.S. Government Printing Office, 1997. p. 184]

9. The Commonwealth of Virginia and the US EPA define lead-based paint as: "any paint, varnish, shellac, or other coating that contains lead equal to or in excess of 1.0 mg/cm^2 as measured by XRF (or laboratory analysis) or 0.5 percent by weight by laboratory analysis".

10. Consumer Products Safety Commission (16 CFR 1303) – Effective August 14, 2009 all paint with lead levels of greater than 0.009% by weight, as determined by AA analysis, in dried solid for paint has been banned for residential use. Paint having less than 0.009% by weight is considered non-lead paint.

Lead Regulations

Occupational Safety and Health Administration (OSHA)

- OSHA 29 CFR 1910.134 – Respiratory Protection
- 29 CFR 1926.62 – Lead in Construction

US Environmental Protection Agency (including TSCA)

- 40 CFR 745 Part 745
- Toxic Substances Control Act (TSCA)

  National Lead Laboratory Accreditation Program (TSCA Section 405(b)) establishes protocols, criteria, and minimum performance standards for laboratory analysis of lead in paint, dust, and soil.

  Hazard Standards for Lead in Paint, Dust, and Soil (TSCA Section 403) establishes standards for lead-based paint hazards and lead dust cleanup levels in most pre-1978 housing and child-occupied facilities.

  Training & Certification Program for Lead-based paint Activities (TSCA Section 402/404) ensures that individuals conducting lead-based paint abatement, risk assessment, or inspection are properly trained and certified, that training programs are accredited, and that these activities are conducted according to reliable, effective, and safe work practice standards.

  Pre-Renovation Education Rule (TSCA Section 406(b)) ensures that owners and occupants of most pre-1978 housing are provided information concerning potential hazards of lead-based paint exposure before beginning certain renovations on that housing.

  Lead-based paint Disclosure Rule (TSCA Section 1018) requires disclosure of known lead-based paint and or lead-based paint hazards by persons selling or leasing housing constructed before the phase-out of residential lead-based paint use in 1978.

- The 1992 Housing & Community Development Act, which charges the EPA with setting national standards for lead contamination. Title X also explicitly requires OSHA's construction regulations be at least as protective as HUD's *Interim Guidelines for Public Housing*.

District of Columbia

- Lead-based paint Abatement and Control Act of 1996 as amended (DC Law 11-221 as amended)
- Lead Hazard Prevention & Elimination Act of 2013
- DCMR Section 806 (DC Lead Control Rules)

Commonwealth of Virginia

- Title 54.1, Chapter 5, 18VAC15-30

State of Maryland

- COMAR 26.16
- COMAR 26.16.02 (Maryland Reduction of Lead Risk in Housing)

Regulatory Interpretation

The following requirements in this section apply when working in buildings where lead-based paint is known to be present or in pre-1978 buildings where the painted surfaces have not been tested. If painted surfaces in pre-1978 buildings have not been tested for lead, then all untested painted surfaces must be assumed to contain lead-based paint and be handled accordingly. In post-1978 buildings or in pre-1978 buildings where the paints have been tested and determined not to be lead-based, then the following requirements do not apply. However, it should be noted that OSHA regulations related to worker exposure to lead always apply, as OSHA considers any measureable amount of lead to be a potential exposure risk.

Rental Property Owners

Rental property owners who renovate, repair, or prepare surfaces for painting in pre-1978 rental housing or spaces rented by child-care facilities must, before beginning work, provide tenants with a copy of EPA's lead hazard information pamphlet entitled "*Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools*." Additionally, owners of these rental properties must document compliance with this requirement. Property owners or contractors who perform these projects in pre-1978 rental housing or spaces rented by child-care facilities must be certified and must follow the lead-safe work practices required by EPA's Renovation, Repair and Remodeling rule. To become certified, property owners must take an approved training class and submit an application and fee to the EPA (http://www.epa.gov/lead/pubs/renovation.htm).

Homeowners

Homeowners performing renovation, repair, or painting work in their own home are not covered under the EPA's Renovation, Repair and Painting Program (RRP). However, homeowners have the ultimate responsibility for the safety of their family or children in their care. It is suggested that homeowners consult a copy of EPA's "*Renovate Right: Important Lead Hazard Information for Families, Child Care Providers," and Schools* lead hazard information pamphlet as it may be a valuable resource for homeowners (http://www.epa.gov/lead/pubs/renovation.htm). Contractors hired by owners must comply with the EPA Renovation, Repair and Remodeling rule and OSHA regulations. Furthermore, individuals selling homes must comply with applicable federal and state lead disclosure regulations.

Tenants

Under EPA regulations, tenants or a parent or guardian of children in a child-care facility or school, must be notified when a renovation job is performed in a home, child-care facility or school that is attended/occupied by a child. Before starting a renovation in residential buildings built before 1978, the contractor or property owner is required to have tenants sign a pre-renovation disclosure form which indicates that the tenant received the *Renovate Right* lead hazard information pamphlet.

The contractor must also make renovation information available to the parents or guardians of children under age six that attend child care facilities and schools, and to provide to owners and administrators of pre-1978 child care facilities and schools to be renovated a copy of EPA's "*Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools"* lead hazard information pamphlet (http://www.epa.gov/lead/pubs/renovation.htm).

Contractors

Contractors who perform renovation, repairs, and painting jobs in pre-1978 housing and child-occupied facilities must, before beginning work, provide owners, tenants, and child-care facilities with a copy of EPA's lead hazard information pamphlet *Renovate Right: Important Lead Hazard Information for Families, Child Care Providers, and Schools*. Contractors must document compliance with this requirement (http://www.epa.gov/lead/pubs/renovation.htm).

EPA regulations require that all contractors be certified and use lead-safe work practices. To become certified, renovation contractors must submit an application and fee payment to the EPA. Additionally, when working with paint containing any measurable amounts of lead, contractors are also responsible for complying with OSHA lead in construction standards.

Note: OSHA treats any coating with measurable levels of lead to be a potential exposure risk to construction workers. Although a specific coating may not be lead-based by definition (i.e. $\geq$1.0 mg/cm^2 by XRF), the coating may still contain measurable quantities of lead. As such, those materials should not be welded, torch cut, sanded or abraded until a plan for compliance with the OSHA Lead in Construction regulation has been prepared and implemented.

Additional Data on Lead

Atmospheric Concentrations: Under the Clean Air Act, EPA sets and reviews national air quality standards for lead. Air quality monitors measure concentrations of lead throughout the country. EPA, state, tribal and local agencies use those data to ensure that lead is at levels that protect public health and the environment. EPA has tracked air quality trends for lead using data from this network of monitors. Trends from 1980-2008 and from 1990-2008 are shown at the websites below. Nationally, average lead concentrations decreased dramatically after EPA's regulations reduced the lead content in gasoline (www.epa.gov/air/lead and www.epa.gov/otaq/aviation.htm). From 1980 – 2008, there has been a 92% decrease in the national average of lead air concentrations throughout the U.S. Levels are now <0.5 $\mu g/m^3$.

Indoor air concentrations: The EPA revised the level of the primary health-based standard from 1.5 ($\mu g/m^3$) to 0.15 $\mu g/m^3$, measured as total suspended particles (TSP) and revised the secondary welfare-based standard to be similar to the primary standard. (http://www.epa.gov/ttn/amtic/pb-monitoring.html).

Lead dust: Summary and Assessment of Published Information on Determining Lead Exposures and Mitigating Lead Hazards Associated with Dust and Soil in Residential Carpets, Furniture, and Forced Air Ducts, December 1997 (EPA 747-S-97-001).

Discussion/Conclusions

Lead Paint Screen: The following building components were identified as having a lead content greater than or equal to 1.0 mg/cm^2. These components are:

Component	Location
Wooden Door Casing	Main Bay, at Entry to Central Bay
Wooden Door Casing/Column	Washington Street Exterior, Between Double Roll Up Doors

Due to the fact that the testing involved the testing of only the accessible painted building components, additional components may be identified during renovation work or a specific building component in an area of a building may be questioned. When preparing to perform construction activities associated with this project, supplemental "targeted" testing may be required to address specific construction questions.

Currently there is no requirement to remove lead-based paint prior to renovation or demolition, however, under EPA and OSHA regulations, workers who disturb lead-based paint or untested paints in pre-1978 residential properties or child occupied facilities during the course of renovation or demolition are required to use lead-safe work practices in such a way as to prevent exposure to potential lead hazards.

Note: It should be noted that many building components contained measurable amounts of lead, but below the current 1.0 mg/cm^2 threshold that defines lead-based paint in the Commonwealth of Virginia and under the US EPA. Paints/coatings with measurable lead, but below the 1.0 mg/cm^2 threshold are often referred to as "lead-containing paints". OSHA treats any coating with measurable levels of lead to be a potential exposure risk to construction workers. Although a specific coating may not be lead-based by definition (i.e. > 1.0 mg/cm^2 by XRF), the coating may still contain measurable quantities of lead. As such, those materials should not be welded, torch cut, sanded, abraded until a plan for compliance with the OSHA Lead in Construction regulation has been prepared and implemented.

For the case of building materials at 14941 Washington Street found to be covered with lead-based or lead containing paint, use of cutting torches, abrasive grinding, sanding, abrading, etc. should be performed with caution by the contractor(s) to avoid lead exposures. The contractor(s) must be responsible for complying with relevant OSHA regulations. If components found to be covered with lead-based paint are to be salvaged, the salvage firm should be notified that the items being salvaged are covered with lead-based paint and may require special precautions to avoid exposure to lead dust or fume.

Other Lead-Based Materials: In addition to lead-based paint, some building materials and equipment may contain lead. These materials include, but are not necessarily limited to,

- Solders/seals
- Piping
- Electrical equipment components
- Plastics
- Powder Actuated Devices (used during construction)

Contractors should be aware that such materials may be present and should not be welded, torch cut, sanded or abraded until a plan for compliance with the OSHA Lead in Construction regulation has been prepared and implemented. In addition, waste characterization will be required prior to transport of these materials off the premises.

Recommendations

Based upon the results of the testing along with the current scope of work, lead-based paint will likely be impacted as part of the scheduled renovation work. As such, the implementation of the following is recommended:

1. Contract qualified and EPA lead-safe certified contractors.

2. Utilization of lead safe work practices which may include, but not be limited to: dust suppression, dust/debris isolation barriers, drop-cloths, prompt debris cleanup, manual/hand tools, HEPA filtered vacuums, thorough surface cleaning of any dust/debris when work is competed, etc.

3. Avoid the use of cutting torches or abrasive sanding/grinding methods on materials covered with lead-based paint or lead-containing paint. If cutting torches, sandblasters, or grinders must be used, proper personal protective measures should be taken and relevant OSHA regulations followed.

4. Prior to salvage of any materials containing lead-based paint the salvage contractor should be notified that the materials might be covered with lead-based paint.

5. Prior to disposal of debris that contains materials that have been found to contain lead-based paint, conduct Toxicity Characteristic Leaching Procedures (TCLP) on representative solid wastes.

6. Establish communication with all contractors/sub-contractors regarding the locations of lead-based paint.

7. Any surfaces that were not tested should be tested prior to being impacted by renovation activities or assumed to be coated in lead-based paint and handled accordingly.

8. During renovation work, assure that workers are properly protected from potential lead exposures.

9. If targeted removal of lead-based paint is necessary, contract a licensed lead abatement contractor.

References

1. OSHA: The general industry standard [29 CFR 1910.1025 (a)(2)] and the construction standard [29 CFR 1926.62]

2. Summary and Assessment of Published Information on Determining Lead Exposures and Mitigating Lead Hazards Associated with Dust and Soil in Residential Carpets, Furniture, and Forced Air Ducts, December 1997 (EPA 747-S-97-001)

3. www.epa.gov/air/lead

4. www.epa.gov/otaq/aviation.htm

5. http://toxnet.nlm.nih.gov

6. NIOSH. NIOSH Pocket Guide to Chemical Hazards. DHHS (NIOSH) Publication No. 97-140. Washington, D.C. U.S. Government Printing Office, 1997., p. 184]

7. http://www.cdc.gov/nceh/lead/

8. ACGIH BEI (Biological Exposure Index): ACGIH. TLVs and BEIs 2009, p. 103.

9. http://www.epa.gov/lead/pubs/renovation.htm

Appendix A

XRF Results

SITE
14941 Washington Street
Haymarket, VA

Inspector: Jason Edwards
VA Action Level: ≥1.0 mg/cm2

READING	DATE/TIME	COMPONENT	SUBSTRATE	UNIT/FLOOR/AREA	ROOM	SIDE	NOTES	COLOR	CONDITION	RESULTS	PbC	PbL	PbK	D.I.
1	10/29/13 11:03					INTERNAL CAL.					5.18	1.11	0	
2	10/29/13 11:04					CALIBRATE			INTACT	Negative	0.9	0.9	0.1	1.01
3	10/29/13 11:05					CALIBRATE			INTACT	Positive	1.1	1.1	0.19	1.11
4	10/29/13 11:05					CALIBRATE			INTACT	Positive	1	1	0.02	1.04
5	10/29/13 11:07	CEILING	DRYWALL	1st	NW BAY	C		OFF-WHITE	INTACT	Negative	0	0	0.18	1
6	10/29/13 11:08	DOOR	WOOD	1st	NW BAY	C	ROLLUP DOOR	WHITE	INTACT	Negative	0	0	-0.46	1
7	10/29/13 11:09	WALL	CONCRETE	1st	NW BAY	B		WHITE	INTACT	Negative	-0.19	0.02	-0.19	3.43
8	10/29/13 11:09	WALL	CONCRETE	1st	NW BAY	B		BEIGE	INTACT	Negative	-0.31	0.01	-0.31	2.57
9	10/29/13 11:10	DOOR TRIM	WOOD	1st	NW BAY	A	ROLLUP DOOR	WHITE	INTACT	Negative	0	0	0.13	1
10	10/29/13 11:10	DOOR CASING	WOOD	1st	NW BAY	B		BEIGE	INTACT	Negative	0	0	0.21	1.22
11	10/29/13 11:11	WALL	CONCRETE	1st	MAIN BAY	D		LT. GREEN	INTACT	Negative	-0.14	0.01	-0.14	2.21
12	10/29/13 11:12	WALL	CONCRETE	1st	MAIN BAY	D		WHITE	INTACT	Negative	0.03	0.01	0.03	2.74
13	10/29/13 11:12	COLUMN	WOOD	1st	MAIN BAY	D	FRONT OF BAY	BROWN	INTACT	Negative	0.04	0.04	0.8	2.41
14	10/29/13 11:12	COLUMN	WOOD	1st	MAIN BAY	D	REAR OF BAY	BROWN	INTACT	Negative	0.02	0.02	0.14	1.14
15	10/29/13 11:13	DOOR CASING	WOOD	1st	MAIN BAY	A	ROLLUP DOOR	BROWN	INTACT	Negative	0.4	0.4	0.3	2.23
16	10/29/13 11:14	BEAM	WOOD	1st	MAIN BAY	CENTRAL		BROWN	INTACT	Negative	0.4	0.4	0.8	1.68
17	10/29/13 11:15	CEILING	PRESSBOARD	1st	MAIN BAY	CENTRAL		LT. GREEN	INTACT	Negative	0	0	0	1
18	10/29/13 11:15	WALL	CONCRETE	1st	MAIN BAY	C		LT. GREEN	INTACT	Negative	0	0	-0.06	1
19	10/29/13 11:16	WALL	CONCRETE	1st	MAIN BAY	C		WHITE	INTACT	Negative	0.02	0.02	0.4	4.7
20	10/29/13 11:16	DOOR CASING	WOOD	1st	MAIN BAY	C	TO CENTER BAY	BROWN	INTACT	Positive	1.3	1.3	1.5	2.73
21	10/29/13 11:18	DOOR	WOOD	1st	MAIN BAY	C	TO CENTER BAY	WHITE	INTACT	Negative	0	0	-0.26	1
22	10/29/13 11:19	WALL	CONCRETE	1st	MAIN BAY	B		WHITE	INTACT	Negative	0.01	0.01	-0.19	1.66
23	10/29/13 11:19	WALL	CONCRETE	1st	MAIN BAY	B		LT. GREEN	INTACT	Negative	0.01	0.01	0.4	1
24	10/29/13 11:19	WINDOW SASH	METAL	1st	MAIN BAY	B		LT. GREEN	INTACT	Negative	0.05	0.05	0.07	1
25	10/29/13 11:20	DOOR	WOOD	1st	MAIN BAY	B	TO OFFICE	WHITE	INTACT	Negative	0	0	-0.56	1.06
26	10/29/13 11:21	DOOR CASING	WOOD	1st	MAIN BAY	B	TO OFFICE	BROWN	INTACT	Negative	0	0	0.16	1
27	10/29/13 11:21	WALL	DRYWALL	1st	MAIN BAY OFFICE	C		LT. YELLOW	INTACT	Negative	0.05	0.05	0.06	2.13
28	10/29/13 11:22	WALL	CONCRETE	1st	MAIN BAY OFFICE	C		LT. YELLOW	INTACT	Negative	0.02	0.02	0.5	1
29	10/29/13 11:24	WALL	CONCRETE	1st	CENTER BAY	B		LT. GREEN	INTACT	Negative	0.04	0.04	0.7	1.83
30	10/29/13 11:24	WALL	CONCRETE	1st	CENTER BAY	B		WHITE	INTACT	Negative	0.07	0.07	0.6	5.14
31	10/29/13 11:25	WALL	CONCRETE	1st	CENTER BAY	A		WHITE	INTACT	Negative	0.5	0.01	0.5	2.23
32	10/29/13 11:25	WALL	CONCRETE	1st	CENTER BAY	A		LT. GREEN	INTACT	Negative	0.01	0.01	0.7	1.66
33	10/29/13 11:26	WALL	WOOD	1st	CENTER BAY	C		LT. GREEN	INTACT	Negative	0	0	-0.1	1
34	10/29/13 11:26	WALL	WOOD	1st	CENTER BAY	C		WHITE	INTACT	Negative	0	0	0.3	1
35	10/29/13 11:27	DOOR	WOOD	1st	CENTER BAY	D	ROLLUP DOOR	LT. GREEN	INTACT	Negative	0.01	0.01	0.5	1
36	10/29/13 11:27	DOOR CASING	WOOD	1st	CENTER BAY	D	ROLLUP DOOR	LT. GREEN	INTACT	Negative	0	0	0.3	1
37	10/29/13 11:28	COLUMN	METAL	1st	CENTER BAY	CENTRAL		BLACK	INTACT	Negative	0.02	0.02	0.08	1
38	10/29/13 11:28	WINDOW SASH	METAL	1st	CENTER BAY	B		LT. GREEN	INTACT	Negative	0	0	0.23	1
39	10/29/13 11:29	CEILING	DRYWALL	1st	CENTER BAY STORAGE	CENTRAL		WHITE	INTACT	Negative	0	0	-0.08	1
40	10/29/13 11:30	WALL	CONCRETE	1st	CENTER BAY STORAGE	C		WHITE	INTACT	Negative	0.13	0.13	0.6	6.01
41	10/29/13 11:30	WALL	CONCRETE	1st	CENTER BAY STORAGE	D		WHITE	INTACT	Negative	0.05	0.05	0.28	7.8
42	10/29/13 11:30	WALL	CONCRETE	1st	CENTER BAY STORAGE	A		WHITE	INTACT	Negative	0.03	0.03	1	6.44
43	10/29/13 11:31	WINDOW SASH	METAL	1st	REAR BAY	C		UNPAINTED	INTACT	Negative	0.21	0.21	0.7	2.03
44	10/29/13 11:32	DOOR	WOOD	1st	REAR BAY	D		UNPAINTED	INTACT	Negative	0.4	0.4	0.4	1.14
45	10/29/13 11:33	DOOR	METAL	1st	REAR BAY	B	ROLLUP DOOR	WHITE	INTACT	Negative	0	0	-0.04	1
46	10/29/13 11:35	DOOR	WOOD	1st	FRONT STAIRS	A		WHITE	INTACT	Negative	0.01	0.01	-0.26	1.23
47	10/29/13 11:35	WALL	CONCRETE	1st	FRONT STAIRS	B		WHITE	INTACT	Negative	0.01	0.01	0.6	2.84
48	10/29/13 11:36	WALL	CONCRETE	1st	FRONT STAIRS	A		WHITE	INTACT	Negative	0	0	0.4	1.3
49	10/29/13 11:36	WALL	WOOD	1st	FRONT STAIRS	B		WHITE	INTACT	Negative	0.06	0.06	-0.23	4.24
50	10/29/13 11:36	CEILING	DRYWALL	1st	FRONT STAIRS	CENTRAL		WHITE	INTACT	Negative	0	0	0.08	1
51	10/29/13 11:37	BEAM	WOOD	1st	FRONT STAIRS	B		WHITE	INTACT	Negative	0.11	0.1	0.11	10
52	10/29/13 11:37	COLUMN	WOOD	1st	FRONT STAIRS	B		WHITE	INTACT	Negative	0.08	0.08	0.3	5.72
53	10/29/13 11:37	WINDOW SASH	METAL	2nd	FRONT STAIRS	B		WHITE	INTACT	Negative	0.22	0.22	-0.33	3.72
54	10/29/13 11:38	WALL	WOOD	2nd	MAIN ROOM	D		UNPAINTED	INTACT	Negative	0	0	-0.29	1
55	10/29/13 11:38	DOOR CASING	WOOD	2nd	MAIN ROOM	D		UNPAINTED	INTACT	Negative	0	0	0.28	1
56	10/29/13 11:39	DOOR	WOOD	2nd	MAIN ROOM	D		UNPAINTED	INTACT	Negative	0	0	-0.15	1
57	10/29/13 11:39	WALL	WOOD	2nd	KITCHEN	B		WHITE	INTACT	Negative	0.02	0.02	-0.85	1.14

SITE
14941 Washington Street
Haymarket, VA

Inspector: Jason Edwards
VA Action Level: ≥1.0 mg/cm2

READING	DATE/TIME	COMPONENT	SUBSTRATE	UNIT/FLOOR/AREA	ROOM	SIDE	NOTES	COLOR	CONDITION	RESULTS	PbC	PbL	PbK	D.I.
58	10/29/13 11:40	WALL	CONCRETE	2nd	KITCHEN	C		WHITE		Negative	0.12	0.12	-0.08	5.87
59	10/29/13 11:40	WALL	WOOD	2nd	KITCHEN	D		WHITE		Negative	0.14	0.14	-0.69	5.24
60	10/29/13 11:40	WINDOW SASH	MINIBLIND	2nd	KITCHEN	C		WHITE		Negative	0.06	0.06	-0.17	1.8
61	10/29/13 11:41	CABINET DOOR	WOOD	2nd	KITCHEN	A		TAN		Negative	0.07	0.07	0.02	5.58
62	10/29/13 11:41	SHELF	WOOD	2nd	KITCHEN	A		WHITE		Negative	0.01	0.01	0.3	1
63	10/29/13 11:42	CEILING	DRYWALL	2nd	KITCHEN	A		WHITE		Negative	0.02	0.02	0.4	1.25
64	10/29/13 11:42	RANGE HOOD	METAL	2nd	KITCHEN	C		WHITE		Negative	0.16	0.16	-0.05	7.92
65	10/29/13 11:42	CLOSET DOOR	METAL	2nd	KITCHEN	B		WHITE		Negative	0	0	0.3	1
66	10/29/13 11:43	CLOSET DOOR CASING	METAL	2nd	KITCHEN	B		WHITE		Negative	0	0	-0.06	1
67	10/29/13 11:43	CLOSET SHELF	METAL	2nd	KITCHEN	B		WHITE		Negative	0.02	0.02	0.1	1
68	10/29/13 11:44	CEILING	PRESSBOARD	2nd	MAIN ROOM	CENTRAL	ABOVE TILES	WHITE		Negative	0	0	0.14	1
69	10/29/13 11:45	CEILING	PRESSBOARD	2nd	FRONT ROOM	A	ABOVE TILES	WHITE		Negative	0.01	0.01	-0.23	3.44
70	10/29/13 11:46	CLOSET SHELF	WOOD	2nd	FRONT ROOM	D		LT. GREEN		Negative	0	0	0.5	1
71	10/29/13 11:46	WINDOW SASH	METAL	2nd	FRONT ROOM	A		RUSTED		Negative	0.11	0.11	-0.03	2.37
72	10/29/13 11:47	CEILING	DRYWALL	2nd	NW ROOM	CENTRAL		WHITE		Negative	0	0	0.4	1
73	10/29/13 11:48	CEILING	DRYWALL	2nd	WEST ROOM	C		WHITE		Negative	0	0	-0.11	1
74	10/29/13 11:49	WINDOW SASH	METAL	EXTERIOR - 2nd FL.	WEST ROOM	B		RED		Negative	0.13	0.13	-0.67	1.64
75	10/29/13 11:50	WINDOW SASH	METAL	EXTERIOR - 2nd FL.	WEST ROOM	B		RED		Negative	0.04	0.04	0.4	1.26
76	10/29/13 11:56	WINDOW SASH	METAL	EXTERIOR - 1st FL.		D		RED		Negative	0.03	0.03	0.6	1
77	10/29/13 11:56	WALL	CONCRETE	EXTERIOR - 1st FL.		C		WHITE		Negative	0	0	0.6	1
78	10/29/13 11:58	WALL	CONCRETE	EXTERIOR - 1st FL.		D		WHITE		Negative	0	0	0.6	1
79	10/29/13 11:59	ROLLUP DOOR	WOOD	EXTERIOR - 1st FL.		D		WHITE		Negative	0.06	0.06	0.7	3.76
80	10/29/13 11:59	FASCIA	WOOD	EXTERIOR - 1st FL.		D		RED		Negative	0.02	0.02	0.5	5.41
81	10/29/13 12:00	WINDOW SILL	CONCRETE	EXTERIOR - 1st FL.		C		WHITE		Negative	0.01	0.01	0.7	4.42
82	10/29/13 12:00	WALL	CONCRETE	EXTERIOR - 1st FL.		C		WHITE		Negative	0	0	0.6	1
83	10/29/13 12:01	ROLLUP DOOR	METAL	EXTERIOR - 1st FL.		B		WHITE		Negative	0.01	0.01	-0.18	1
84	10/29/13 12:01	ROLLUP DOOR CASING	WOOD	EXTERIOR - 1st FL.		B		WHITE		Negative	0	0	0.26	1
85	10/29/13 12:02	WALL	CONCRETE	EXTERIOR - 1st FL.		B		WHITE		Negative	0	0	0.7	1.47
86	10/29/13 12:02	WINDOW SILL	CONCRETE	EXTERIOR - 1st FL.		B		WHITE		Negative	0.01	0.01	0.5	2.01
87	10/29/13 12:03	WALL	CONCRETE	EXTERIOR - 1st FL.		A		WHITE		Negative	0	0	0.04	1
88	10/29/13 12:03	DOOR	WOOD	EXTERIOR - 1st FL.		A		WHITE		Negative	0.01	0.01	0.02	1.04
89	10/29/13 12:03	DOOR TRIM	WOOD	EXTERIOR - 1st FL.		A		WHITE		Negative	0	0	0.5	1
90	10/29/13 12:04	ROLL UP DOOR	METAL	EXTERIOR - 1st FL.		A		WHITE		Negative	0	0	0.12	1
91	10/29/13 12:04	ROLL UP DOOR CASING	WOOD	EXTERIOR - 1st FL.		A	CENTER "COLUMN"	WHITE		Positive	1.8	1.8	2.2	6.61
92	10/29/13 12:05	ROLL UP DOOR CASING	WOOD	EXTERIOR - 1st FL.		A		WHITE		Negative	0.02	0.02	0.5	2.28
93	10/29/13 12:05	ROLL UP DOOR CASING	WOOD	EXTERIOR - 1st FL.		A		WHITE		Negative	0	0	0.4	1
94	10/29/13 12:07					CALIBRATE				Positive	1	1	0.4	1.06
95	10/29/13 12:07					CALIBRATE				Positive	1.1	1.1	0.5	1.14
96	10/29/13 12:08					CALIBRATE				Positive	1	1	0.5	1.02

Appendix B

Photographs

Photograph 1
Brown door trim/casing in the main bay leading to the central bay.

Photograph 2
Central column/door casing between the two rollup doors along Washington Street.

Photographs 1 – 2

Building components containing lead based paint.

BASIS OF DESIGN

Development of
14941 Washington Street and 6707Jefferson Street
February 28, 2017

The purpose of this document is to provide a general understanding of the property owner's intention to develop the subject properties. The current properties are in poor and declining conditions. Neither of the existing buildings comply with state building code and have numerous structural and electrical issues creating unsafe conditions (refer to building assessment reports). The sites do not meet state requirements for storm water management and the associated Chesapeake Bay Act.

It is the owner's intention to develop the property to achieve the following goals:

1) Address the safety issues of the two buildings by demolishing, and stabilize the site to prevent storm water run-off prior to development activities.

2) Consolidate the properties to create greater opportunity to develop as a whole.

3) Design and construct two (2) new buildings using historic architectural references in order to be compatible and complement the existing historic buildings in the town. The primary goal is to draw residences and new business into the heart of the town.

4) Honor the existing fire station (proposed to be demolished due to structural and electrical/fire safety issues) by recreating a similar façade using new construction methods/materials.

5) Be sensitive to scale of the Old Bank Building by stepping the mass of the new buildings away from the street.

6) Develop the property using a mixed use approach combining first floor retail shops (small scale) and multiple stories of one and two bedroom apartments above.

7) Create new parking under a shared parking concept and comply to all state regulations for storm water management and best management practices.

8) Create public nodes by incorporating café style open spaces and alley ways to connect pedestrian traffic between Washington and Jefferson Streets. Public nodes will improved street/pedestrian character and create opportunities for impromptu pedestrian interaction.

9) Incorporate the town's desired lighting style, sidewalk materials, street front signage, landscaping elements, etc. for both Washington and Jefferson Street.

The Generalized Development Plan (refer to illustration):

The above reference development goals will be achieved by locating the new buildings close to the street in approximate alignment with the existing Old Bank Building. The proposed parking area will be located behind the buildings so it is screened from views.

Pedestrian travel ways will connect the building entries to public walks, connect Washington and Jefferson Streets and will utilize a brick paver matching the town's new sidewalks. Pedestrian walks and parking areas will have lighting confirming to the town's approved.

Because the buildings will be located close to the street front, the site will be a pedestrian scale as envisioned by many similar historic districts such as Old Towns of Manassas, Warrenton and Culpeper.

A public node is proposed at the fire station by increasing the front setback. This will serve as an outdoor café for a new restaurant to be located at the first floor of the Washington Street building.

A portion of the proposed building on Washington Street will be designed to mimic the existing fire station building and have a large overhead door (glazed) and simple unadorned window/door openings. The roofline will have a gable feature.

Residents of the apartments will enter at the sides/rear locations of the two buildings and have access to rooftop terraces. This will create a dynamic street front and also allow residences to view the western mountains.

Building Architecture:

Prior to developing conceptual designs for the new buildings, the architect visited the larger scale structures were have been documented in the Appendix D of the Historic District Guidelines for the Architectural Review Board dated June 22, 2010. It appears that the majority of buildings designated as "historic" were built between 1880 and 1930. This period of time roughly aligns with the following architectural styles;

- Industrial Age/Revolution - Characterized by upward or vertical architectural orientation and the advent of new building materials (steel, commercialization/standardization of concrete masonry, brick and wood framing members).

- Arts and Crafts – Characterized by focusing on horizontal massing of the building, careful articulation of the design features, increased roof overhangs, hand crafted

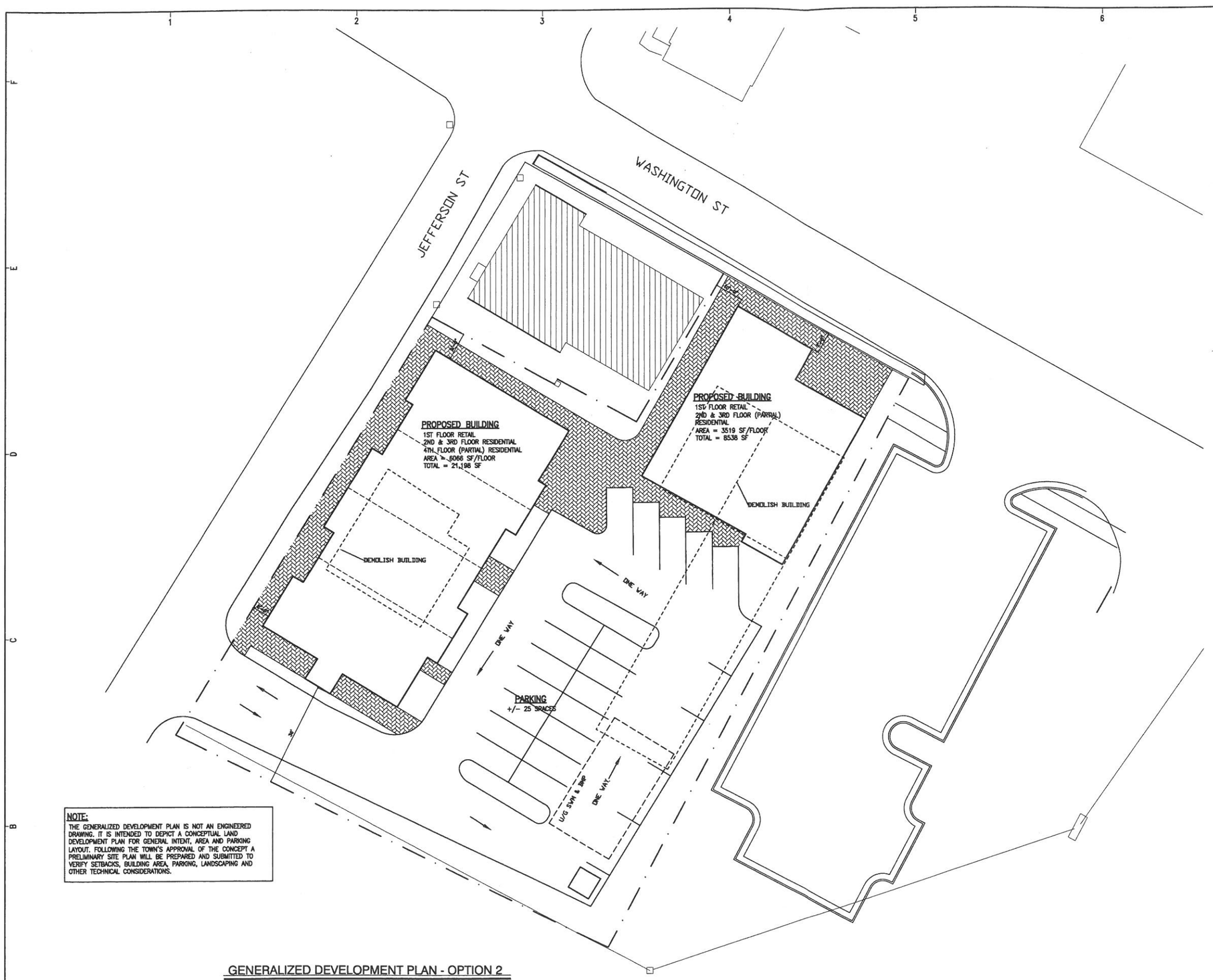
wood interiors and careful use of traditional materials such as stone, brick and metal roofs.

- Art Deco – Characterized by a vertical massing of the building, streamline design, vertical lines, articulation of window/door openings and the use of new cladding materials such as smooth faced brick, terracotta, exterior tiles, smooth faced stone veneer, stainless steel features.

The proposed architectural style of the new buildings mimics a combination of the Industrial Age and the Art Deco periods of architecture. Both styles were more vertically oriented in mass, but at the same time allow for the use of decorative features such brackets, vertical lines/stepping veneers and smooth faced brick or stone cladding.

The Washington Street building combines an architectural reference to the former fire station and creates a public café space. The fire station gable façade will accent the roof line. The second portion of the building will incorporate decorative brackets and rafter tails which will be profiled against the skyline. The building veneer will be a smooth faced painted or integral color brick.

The Jefferson Street building combines simple vertical lines by creating steps in the veneer. It will have covered entry points for the first floor retail spaces using cable supported canopies with metal cladding. The building veneers include portions of glazing, smooth faced stone and/or smooth faced synthetic stucco.



NOTE:
THE GENERALIZED DEVELOPMENT PLAN IS NOT AN ENGINEERED DRAWING. IT IS INTENDED TO DEPICT A CONCEPTUAL LAND DEVELOPMENT PLAN FOR GENERAL INTENT, AREA AND PARKING LAYOUT. FOLLOWING THE TOWN'S APPROVAL OF THE CONCEPT A PRELIMINARY SITE PLAN WILL BE PREPARED AND SUBMITTED TO VERIFY SETBACKS, BUILDING AREA, PARKING, LANDSCAPING AND OTHER TECHNICAL CONSIDERATIONS.

GENERALIZED DEVELOPMENT PLAN - OPTION 2

SCALE: 1/16" = 1'-0"

Project Management
Owner Services
Architecture & Planning

Gabriel Consultants, LLC
6511 Trillium House Lane Centreville, Va. 20120
(703) 344-1450 br@gabrielconsultants.com

Project Information
Generalized Development Plan
Z Properties LLC
14941 Washington Street, Haymarket, VA

Issued Dates:
GDP Concept - March 2, 2017

Sheet Number
LAND PLAN
SHEET 1

Economical Comparison

Z Properties, LLC
Existing Fire Station and Bungalow Properties
14941 Washington Street and 6707Jefferson Street
Haymarket, Virginia
February 20, 2017

Preface:

The purpose of this document is to provide a general economic comparison between developing the subject properties with new construction vice maintaining/preserving the existing buildings either within a new development or without any new development.

Subject Properties:

The subject properties consists of two (2) parcels, TM 7297-99-1282 (Fire Station) and TM 7297-99-0375 (Bungalow) both containing one building each. TM 7297-99-1282 is located at 14941 Washington Street consists of the former Town of Haymarket Fire Station. Based on the tax records, this building was constructed in 1946. The building appears to be a compilation of an original building with several additions. The two story building as a whole is in deteriorated condition. Refer to the Building Assessment Report dated February 3, 2017.

The second parcel is TM 7297-99-0375 and contains a wood framed two story building (+/- 1936 bungalow) in accelerating deterioration. Refer to the Building Assessment Report dated February 28, 2017.

Development options:

There are three (3) distinct development options for the subject properties consisting of:

- Option 1 consists of maintaining and preserving the existing building without any supplemental new development.
- Option 2 consists of maintaining and preserving the existing building with infill development between the existing structures.
- Option 3 consists of razing the existing buildings and constructing new buildings and site improvements.

Each of these options evaluated herein assessing the economic impact of each using the following variables:

a) General Cost Factors to Develop
b) Return on Investment
c) Tax Benefits for the Town of Haymarket
d) Aesthetic Considerations
e) Land Planning Benefits

Option 1: Maintain and Preserve Properties with no development

Both buildings are in deteriorated condition and contain hazardous materials (lead, asbestos, mold, etc.).Neither of the buildings comply with the current building code and both have structural safety issues. The buildings cannot be occupied in the current state of condition and will require significant cost to repair and upgrade as leasable areas. Neither building is handicap accessible. The structures cannot be upgraded to point of obtaining a Class C space without the following:

- Structural repairs consisting of; framing stabilization and new structure at the fire station and new foundation at the bungalow building.
- Complete hazardous material abatement
- Complete building envelop upgrades to achieve thermal and moisture barriers
- Removal and replacement of all exterior windows and doors
- Complete removal and replacement with a new mechanical system complying to energy code
- Complete removal and replacement with a new electrical system complying to energy code
- New plumbing systems (sanitary, water and fixtures)
- Site (parking upgrades) improvements. If paved spaces are required, then new storm water and BMP facilities.
- Following preservation efforts, a robust maintenance program for the buildings will be required. The useful building life expectation is 15-20 years before the structures would require even more substantial replacement effort

The Pros/Cons with Option 1 are as follows:

Pros:

- The municipal preserves average buildings with little or marginal architectural character.

Cons:

1. This Option contains the least available leasable area, requiring the longest payback on investment
2. The space could only obtain a Class C rating and would be competing against Class A and B space immediately available in the vicinity
3. This is the most constructions expensive space (square footage basis) and would generate the least amount of revenue

Option 1 Conclusion:

In considering the owner's point of view, Option 1 when compared with Option 2 and 3, represents the highest risk, longest payback period and least amount of investment return.

In considering the municipality's point of view, Option 1 will not produce as much tax review as Options 1 and 2. Option 1 when compared to the other Options, will not create

The Pros/Cons with Option 1 are as follows:

Pros:

- New buildings can customized to reflect the architectural flavor of adjacent buildings and the general aesthetics desired by the town.
- The buildings would reflect a Class A build out standard
- Town tax revenue would increase based new taxable business
- This project could set the standard for other new projects within the historic overlay district
- A new project in the historic district could lead to increased interest of other properties, driving the redevelopment of the immediate area

Cons:

8. Shared parking between the town, the developer and adjacent properties would be needed to establish a balance between building area, use and available parking.

CONCLUSION

When compared to Option 1 and Option 2, **Option 3** represents the cleanest, lower risk development potential for the subject properties. This option represents the lowest risk when compared to the other options with a greatly improved payback period. Note the considerations below:

1. Class A office/retail leases for $7 - $10/sf more in rental rates than C class in the Haymarket area.

2. There is a higher vacancy rate for C class space.

3. Class A space is more desirable and brings higher revenue from real estate tax assessment prospective. It also tends to bring a higher sales tax revenue. Higher end business' charge more for services, which in return brings more revenue for the town.

4. Class A buildings usually help the overall health of the local real estate market. The more recent a building, the more the local economy tends to thrive.

5. There is a smaller group of retailers/offices looking for older class C buildings.

6. Haymarket area is a prime area for the residential and retail markets provided Class A space is available. The Northern Virginia market is growing at fast pace. The town of Haymarket can capitalize on the local economy's growth, by promoting newer development.

Option 3 represents an opportunity for both the town and z Properties. The development of this parcel will spark other projects which will lead to balanced growth with a historic architectural style.

Z

Properties

Dear members of the Architectural Review Board:

We are submitted the attached data in support of our request and application for a Certificate of Appropriateness and demolition permits for the buildings located at 14941 Washington Street and 6707 Jefferson Street in Haymarket, Virginia. The attached information includes:

1) Existing Conditions Report for 14941 Washington Street

2) Existing Conditions Report for 6707 Jefferson Street

3) Basis of Design for Developing the consolidated properties

4) The Generalized Development Plan showing a concept development

5) Conceptual Street Front Elevations

6) Economic Analysis for Developing the properties

7)Asbestos/ Hazardous Materials

The Generalized Development Plan and Street Front Elevations are being submitted for CONCEPTUAL review and approval. Following the Board's approval, we will arrange for another submission to discuss more details topics such as materials, windows, doors, etc.

Should you have any questions related to the completeness of this application and information, please contact either myself or Bill Robson AIA at (703) 344-1450

Sincerely,

Stergio Zissios
Z Properties LLC"
703-489-8960

Utility Services
4 County Complex Court
P.O. Box 2266
Woodbridge, VA 22195-2266
Phone (703) 335-7930
Fax (703) 335-7905
www.utilityservices@pwcsa.org

Service Authority
Prince William County

December 16, 2015

Town of Haymarket
15000 Washington St. # 100
Haymarket, VA 20169

RE: Demolition letter – 14941 Washington Street. & 6707 Jefferson Street Haymarket, VA 20169

To whom this may concern:

The Service Authority has no objection to the issuance of the Demolition Permit for the above-referenced properties. The Service Authority does not have any record of these properties being connected to water or sanitary sewer service. However, a water service and sewer lateral were stubbed out to the property at 14941 Washington Street. If existing water and sewer services are not used after the rebuild, the customer will be responsible for the termination of both water and sewer services at the main and will be subject to inspections per the Service Authority standards. Prior to any new structure being built, availability fees must be paid to the Service Authority.

Should you have any questions or need additional information, please contact me at (703) 335-7930.

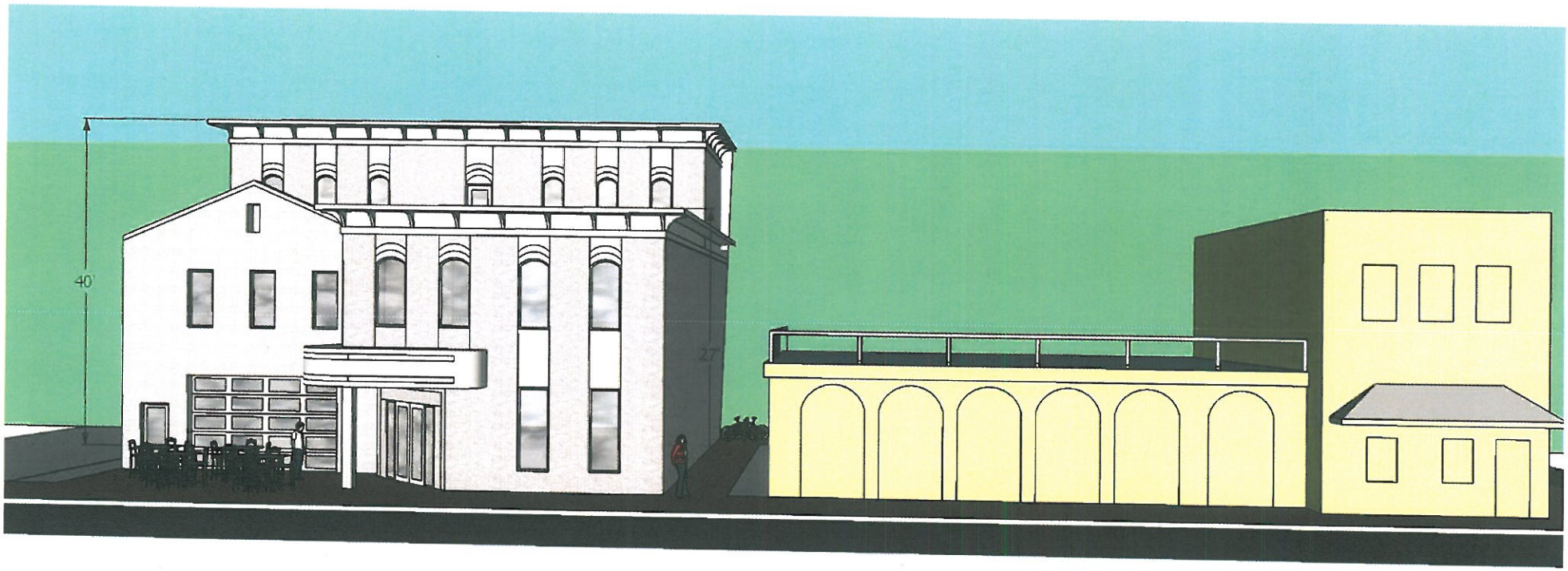
Sincerely,

Karla Coker /PD

Karla Coker,
Utility Services Manager

PROPOSED CONCEPTUAL ELEVATION
6707 Jefferson Street, Haymarket, Virginia
Retail & Residential Mixed Use Building

Owner - Z Properties, LLC
Architect - Gabriel Consultants LLC
February 28, 2017



PROPOSED CONCEPTUAL ELEVATION
14941 Washington Street, Haymarket, Virginia
Retail, Restaurant & Residential Mixed Use Building

Owner - Z Properties, LLC
Architect - Gabriel Consultants LLC
February 28, 2017

PROPOSED CONCEPTUAL ELEVATION
14941 Washington Street, Haymarket, Virginia
Retail, Restaurant & Residential Mixed Use Building

Owner - Z Properties, LLC
Architect - Gabriel Consultants LLC
February 28, 2017

Marchant Schneider

From: Marchant Schneider
Sent: Friday, November 13, 2015 6:53 AM
To: Stergio Zissios
Cc: Denise Hall; Jennifer Preli; Sherrie Wilson; Brian Henshaw; Marchant Schneider
Subject: RE: Haymarket ARB- COA Application

Hi, Stergio.

Couple of quick items.

Both the "Firehouse" (14941 Washington Street) and the "Bungalow" (6707 Jefferson Street) are considered contributing resources/structures to the Town's Historic District.

As such, there is some additional information that should be included with your application.

Below are excerpts from the Historic District Guidelines and the Zoning Ordinance regarding demolitions (both documents are on the Town's website). Relevant sections are highlighted in yellow. Photographs of the exterior would also be helpful.

Please let us know if you have questions.

HISTORIC DISTRICT DESIGN GUIDELINES

VI. DEMOLITION GUIDELINES

The Town Code has important requirements for all demolition of buildings within the Town.

A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

The Haymarket Comprehensive Plan supports the preservation of the Town's historic resources to the greatest extent possible. Therefore, there must be a compelling reason to demolish a historic structure.

- Applicants must provide a written statement explaining the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.
- In some instances, the ARB may require a structural analysis of the building by a licensed professional engineer regarding the structural integrity of a building prior to a demolition permit decision.
- If an applicant is successful in demonstrating that a historic structure is a candidate for demolition the ARB may approve the demolition request with one or more of the following conditions, depending on the circumstances surrounding the request:

1. Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.
2. Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.
3. The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.
4. The demolition may occur only following receipt of a building permit for the new construction.

- **ZONING ORDINANCE – OLD AND HISTORIC HAYMARKET OVERLAY DISTRICT**

- **Sec. 58-559. - Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.**

The board shall not consider interior arrangement, relative size of the building or structure, detailed design or features not subject to any public view, and shall not make any requirements regarding such matters except to prevent developments obviously incongruous with the old and historic aspect of the surroundings. The board shall consider the following in passing upon the appropriateness of architectural features:

(1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.

(2) General design arrangement.

(3) Texture, material and color.

(4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings.

(5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings.

(6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the town.

(7) The extent to which the building or structure will promote the general welfare of the town, and all citizens, by the preservation and protection of historic places and areas.

(8) The extent to which the building or structure will promote the general welfare by:

a. Maintaining and increasing real estate value;

b. Generating business;

c. Creating new positions;

d. Attracting tourists, students, writers, historians, artists and artisans, and new residents;

e. Encouraging study of and interest in American history;

f. Stimulating interest in and study of architecture and design;

g. Educating citizens in American culture and heritage; and

h. Making the town a more attractive and desirable place in which to live.

(

Marchant Schneider
Town Planner / Zoning Administrator
15000 Washington Street, #100
Haymarket, Virginia 20169
703-753-2600
703-753-2800 Fax
www.townofhaymarket.org
www.facebook.com/haymarketva

From: Brian Henshaw
Sent: Thursday, November 12, 2015 5:21 PM

To: Stergio Zissios
Cc: Denise Hall; Marchant Schneider
Subject: RE: Haymarket ARB- COA Application

Stergio,

I will not be in tomorrow, but Denise will be here and if she is not in Jennifer or Sherrie could review your application . Let's plan on touching base sometime early next week to discuss your application and the process with the ARB. My goal is to make this as quick and painless as possible for you and for our ARB.

Have a wonderful weekend!

Sincerely,

Brian P. Henshaw
Town Manager
Town of Haymarket

From: Stergio Zissios [mailto:szissios@bluevalleyva.com]
Sent: Thursday, November 12, 2015 5:17 PM
To: Brian Henshaw
Cc: Denise Hall; Marchant Schneider
Subject: Re: Haymarket ARB- COA Application

Brian,

Thank you for the follow up. I plan on stopping by tomorrow to drop off the application for next Wednesday meeting. Will some be their to review my application? If so what time is best to stop by.

Thank you

Sent from my iPhone

On Nov 12, 2015, at 5:00 PM, Brian Henshaw <bhenshaw@townofhaymarket.org> wrote:

> Sergio,
>
> Good evening. I just wanted to remind you that Denise needs your Certificate of Appropriateness application for the ARB meeting next Wednesday, November 18th at 7pm here at the Town Office. Please let me know if you have any questions.
>
> Sincerely,
>
> **Brian P. Henshaw**
> **Town Manager**
> **Town of Haymarket**
> **15000 Washington Street, Suite 100**
> **Phone: 703-753-2600**
> **Fax: 703-753-2800**
> **E-mail: bhenshaw@townofhaymarket.org**
> **Website: www.townofhaymarket.org**

Susannah Smith

From: Donna Beahm
Sent: Wednesday, January 18, 2017 11:19 AM
To: Susannah Smith
Cc: Danielle Kijewski
Subject: FW: Firehouse letter
Attachments: Town of Haymarket, Zissios Property Violation Letter, 1.3.17.docx

This was sent certified and Danielle file d this by street address

---

From: joe barbeau [mailto:jabo58@msn.com]
Sent: Tuesday, January 03, 2017 12:17 PM
To: Donna Beahm; Susannah Smith; Denise Andrews
Subject: Firehouse letter

Donna and all,

Attached please find my violation letter for this property. Could you please copy to Kim, as I don't have her address yet. Donna, we will need to send this out as a Certified Letter with return receipt to meet service requirements. Thanks, Joe

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

January 3, 2017

Z Properties, LLC
C/O Sergio Zissios
P.O. Box 947
Marshall, Virginia 20116

RE: Cease and Desist use of an abandoned structure located at 14941 Washington Street

Dear Mr. Zissios;

It has come to the attention of this office this property is being used for Ruritan Club events. As this property has been unused for quite some time, any Certificate of Occupancy that had been issued for that property has been vacated. As such, until this property receives a new CO, any such use must immediately cease.

Further, the existing conditions concerning the intrusion of the elements through broken windows and other openings in this structure must be repaired. These repairs are needed regardless of the state of occupancy, per Section 304 of the Commonwealths Property Maintenance Code. Additionally, at a minimum all Life Safety systems (Exit and Emergency illumination), working bathroom facilities, and all light and ventilation systems must be in working order, prior to any further use of this facility

Please end any further use of this building until these repairs have been made, and be certain to apply for any permits needed to make such repairs prior to commencing any work. Once that step has been completed an Occupancy Inspection must be conducted prior to the granting of any CO.

Thank you in advance for your cooperation in this matter. If you have any questions please feel free to call the office for assistance.

Sincerely,

Joseph E. Barbeau, Jr.
Town of Haymarket Building Official

HP ENVIRONMENTAL
INCORPORATED

Asbestos Survey Report

6707 Jefferson Street
Haymarket, Virginia

Date Prepared:	*November 5, 2013*
Prepared for:	*Willard Environmental Group, Inc.* *10405 Balls Ford Road* *Manassas, VA 20109*
Prepared by:	*HP Environmental, Inc.* *104 Elden Street* *Herndon, VA 20170*
Written by:	*Jason Edwards, B.S.* *VA Asbestos Inspector #3303-002331*
Reviewed by:	*Brent Sharrer, M.S., CIH*
HPE Job#:	*136279*

EXECUTIVE SUMMARY

Testing was conducted to determine if asbestos is present at a structure planned for demolition, located at 6707 Jefferson Street, a future development site in Haymarket, VA. The survey and collection of samples was conducted on October 29, 2013. The scope of the survey was to identify any friable or non-friable asbestos-containing building materials associated with the structure prior to demolition of the building. This report concludes that two (2) types of asbestos containing building material (ACBMs) are present within the structure.

Asbestos (Category 1 non-friable) was identified in:

Location	Material
Space #2 (under carpeting)	9"x9" Floor Tile & Mastic (~270 sq. ft. total)
Space #3 (under carpeting)	9"x9" Floor Tile & Mastic (~100 sq. ft. total)
2nd Floor (side bedroom)	9"x9" Floor Tile & Mastic (~100 sq. ft. total)
Space #5	9"x9" Floor Tile & Mastic (~200 sq. ft. total)

NOTE: The space located at the SE corner of the structure was locked and not accessible. Additional materials may be located in this particular area. The area has a green entry door, but no number.

These materials are not considered regulated materials for demolition purposes and may remain in place during the demolition process. However, the materials must be removed if the structure will be intentionally burned or if the underlying substrates will be recycled. Often, the local fire department requires the materials be removed prior to conducting any training exercises. It should be noted that some landfills will not accept construction debris with non-regulated ACBM, which could increase the disposal costs for the demolition debris. Additionally, some insurance companies that provide coverage to demolition contractors will not allow the contractor to demolish a structure unless all of the asbestos containing materials have been removed, which could also necessitate removal of the materials.

All quantities listed in the above tables are HPE's estimations only. If used for abatement purposes, the contractor should confirm these amounts.

NOTE: While care has been taken to locate and sample all suspect materials associated with the structure, the potential does exist for additional materials to be concealed within the structure (i.e. behind framing, under roofing, under floor boards, behind brick/stone/wood façades, inaccessible areas, etc.). For this reason, during the demolition process, care should be taken to recognize any materials that may become evident and accessible. Additional testing and/or removal of the materials may be required.

This report is submitted the 5th day of November in the Year 2013 by:

Jason Edwards, BS
(VA Asbestos Inspector #3303-002331)

Brent Sharrer, MS, CIH
Director of Industrial Hygiene Services

Table of Contents

Introduction

Project Description

The property located at 6707 Jefferson Street was surveyed at the request of Willard Environmental Group, Inc., LLC, located in Manassas, VA. The property is located on the eastern side of Jefferson Street between Payne Lane and Washington Street in Haymarket, VA.

There is a two-story house with a cellar present on the lot, which was vacant at the time of this inspection. The structure has a metal roof and has been internally subdivided into several separate spaces/addresses. The SE corner space (accessible via a green colored door) was locked and not accessible during this survey.

On October 29, 2013, Mr. Jason Edwards (VA Inspector #3303-002331) inspected the above-mentioned structure and collected a total of thirteen (13) representative samples of different building materials. The on site inspection consisted of entering all accessible spaces inside the structure and collecting samples of different building materials that were suspected to contain asbestos.

Scope of Work/Survey Objective

This survey was conducted in order to comply with current local, Commonwealth of Virginia and U.S. EPA NESHAP regulations prior to the demolition of the structure. The goal of the survey was to determine if any ACBM is located within or on the exterior of the building.

Definitions

- Friable Asbestos Containing Material – any material containing greater than 1% asbestos by PLM that when dry can be crumbled, pulverized or reduced to powder by hand pressure. Non-friable material is material that cannot be crumbled, pulverized or reduced to powder by hand pressure.

- Category 1 Non-Friable Asbestos Containing Material – resilient floor coverings, asphalt roofing products, packings, and gaskets.

- Category 2 Non-Friable Asbestos Containing Material – all other non-friable ACM.

- Regulated Asbestos Containing Materials (RACM) – Under EPA's National Emissions Standards for Hazardous Air Pollutants (NESHAP) regulations (40 CFR 61, subpart M), RACM is defined as – (1) Friable asbestos containing material, (2) Category 1 non-friable ACM that has become friable, (3) Category 1 non-friable ACM that will or has been subjected to sanding, grinding, cutting, or abrading, or (4) Category 2 non-friable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations.

Current Regulatory Guidelines

OSHA: Meets criteria for OSHA medical records rule. 29 CFR 1910.20 (7/1/88)

OSHA: 8 hr Time Weighted avg.: 0.1 fiber/cc. A fiber is defined as a particulate form of asbestos, tremolite, anthophyllite, or actinolite, 5 μm or longer, with a length-to-diameter ratio of at least 3:1. 29 CFR 1910.1001 (8/10/94)

NIOSH: 8-hr TWA: .1 fiber/cc (fibers greater than 5 μm in length) NIOSH. NIOSH POCKET GUIDE CHEM HAZ 2ND PRT 1997 Appendix C

ACGIH: TLV - Time Weighted Avg. (TWA) 0.1 fiber/cc (fibers longer than 5 μm and with an aspect ratio equal to or greater than 3:1) (2000) ACGIH. TLVs 1989-90., p. 18

EPA: Asbestos has been designated as a hazardous air pollutant under section 112 of the Clean Air Act. 40 CFR 61.01 (7/1/88)

Miscellaneous Published Reports

NTIS: Industrial Health Hazards Due to Atmospheric Factors, October 29082-May 1983.

USEPA/ECAO: Asbestos Health Update (1984) EPA 600/8-84-003A

WHO: Environ Health Criteria: Asbestos and Other Natural Mineral Fibers (1986)

USEPA: Health and Environmental Effects Profile for Asbestos (1979)

Survey and Analytical Methods

Air Sample Collection

No air samples were collected during this inspection.

Bulk Sample Collection

Samples of building material were collected using metal sampling devices. Material collected was contained entirely within catch containers and emissions from sampling were contained by application of wetting agents when appropriate. Efforts were made not to impair the function or appearance of items sampled. In some instances, samples could not be taken without adversely impacting the intended function of the material.

Sample Analysis

Analysis of bulk building material for the presence of asbestos, was conducted using the current EPA Method 600/M4-82-020. The technique includes use of polarized light microscopy with confirmation technique using dispersion staining. This method is designed to identify asbestos minerals and determine their estimated concentrations as a percent by area.

The United States Environmental Protection Agency (USEPA) defines ACM as a material which contains greater than 1% (w/w) of asbestos. Thus, materials that contain asbestos in concentrations greater than 1% are frequently labeled "positive" while materials containing less than 1% are labeled "negative". Although this convention has gained general acceptance, the designation was arbitrarily determined and may be subject to revision in the future. Precedent for such a revision can be found in the redefinition of "ACM" by the USEPA to include non-friable materials.

In some cases limitations associated with the analytical method must also be considered when determining what is a "positive" result. For instance, when asbestos fibers are contained within a vinyl matrix of a floor tile, the analysis requires that the vinyl be dissolved in organic solvents. In this case it is difficult to assign an accurate percentage to the asbestos content of the floor tile and labeling this floor tile as "negative", when it contains less than 1% asbestos, may be inappropriate and misleading. Likewise, some materials are formulated using very fine asbestos fibers. At some point these very fine fibers become invisible to light microscopy techniques. Experience has demonstrated that reports of trace quantities of asbestos in some materials following examination by light microscopy may be inaccurate. Frequently, such materials are found to contain significantly more asbestos when analyzed by other techniques such as electron microscopy.

For these reasons, the "positive" designation in this report will be applied to materials when even trace quantities of asbestos are detected. This will remain the case unless additional testing or other information is available to confirm the concentration of asbestos to be less than or equal to 1%.

Results

The laboratory report listing the results for all thirteen (13) samples collected is an attachment to this survey report (AmeriSci Richmond Certificate of Laboratory Analysis #113102046). Asbestos was identified in four (4) of the samples.

Results Summary

The on-site inspection and subsequent review of laboratory results of the thirteen (13) bulk samples collected during the survey on October 29, 2013 found that:

- Chrysotile asbestos (Category 1 non-friable) was identified in the **9"x9" floor tile and associated mastic** (~670 sf total) (see samples 6707-102913-02, 05, 06, and 09) located in Spaces 2, 3, 5 and the upstairs level. The black mastic is considered homogenous throughout the house.

Conclusions and Recommendations

Two (2) types of ACBM were found in association with the house in the forms of 9"x9" floor tiles and black floor tile mastic associated with the 9" tiles. The black mastic is considered homogeneous throughout the house.

These flooring materials are considered Category 1 non-friable materials and are not "regulated asbestos-containing materials" for demolition purposes. The flooring materials may remain in the building during demolition and be disposed of as normal construction debris in a landfill that accepts debris with non-friable ACM intermixed provided that the owner or owner's demolition contractor simply demolishes the building via mechanical means (bulldozer, backhoe, etc.). The cost to dispose of the demolition debris could increase based upon landfill fees, increased transportation distance, etc. Additionally, some insurance companies that provide coverage to demolition contractors will not allow the contractor to demolish a structure unless all of the asbestos containing materials have been removed. This could increase the overall cost of the demolition of this structure.

Should the structure be intentionally burned or if any of the building materials that have the asbestos flooring attached be salvaged/recycled, then the asbestos materials will need to be abated prior to conducting those activities.

All asbestos removal work must be performed by a qualified asbestos abatement contractor.

If the structure is to be donated to the local fire department for training exercises, the material may need to be removed prior to the training and thus prior to obtaining a demolition permit. HPE recommends inquiring with the local fire department in order to determine if they will require the materials to be removed based upon the scope of their training exercises and the location of the asbestos-containing materials.

NOTE: While care has been taken to locate and sample all suspect materials associated with the structure, the potential does exist for additional materials to be concealed within the structure (i.e. behind framing, under roofing, under floor boards, behind brick/stone/wood façades, inaccessible areas, etc.). For this reason, during the demolition process, care should be taken to recognize any materials that may become evident and accessible. Additional testing and/or removal of the materials may be required.

AmeriSci Richmond
13635 GENITO ROAD
MIDLOTHIAN, VIRGINIA 23112
TEL: (804) 763-1200 • FAX: (804) 763-1800

PLM Bulk Asbestos Report

HP ENVIRONMENTAL, INC.
Attn: Jason Edwards
104 Elden Street
Suite 11
Herndon, VA 20170

Date Received 10/30/13
Date Examined 11/02/13
AmeriSci Job # 113102046
P.O. #
Page 1 **of** 3
RE: 6707 Jefferson St, Haymarket VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
6707-102913-01	113102046-01	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
	Location: Wall Plaster, Space #2, Entry		
	Analyst Description: Lt. Gray, Heterogeneous, Non-Fibrous, Bulk Material		
	Asbestos Types:		
	Other Material: Animal hair 2 %, Non-fibrous 98 %		
6707-102913-02	113102046-02	*Yes*	5 % (by CVES) by Gordon T. Saleeby on 11/02/13
	Location: 9"x9" Floor Tile, Space #2, Under Carpet		
	Analyst Description: Brown, Heterogeneous, Non-Fibrous, Bulk Material		
	Asbestos Types: Chrysotile 5.0 %		
	Other Material: Non-fibrous 95 %		
6707-102913-03	113102046-03	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
	Location: Mastic Under 9" Tile, Space #2, Under Carpet		
	Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material		
	Asbestos Types:		
	Other Material: Non-fibrous 100 %		
6707-102913-04	113102046-04	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
	Location: Ceiling Plaster, Space #3		
	Analyst Description: Lt. Brown, Heterogeneous, Non-Fibrous, Bulk Material		
	Asbestos Types:		
	Other Material: Animal hair Trace, Non-fibrous 100 %		
6707-102913-05	113102046-05	*Yes*	3 % (by CVES) by Gordon T. Saleeby on 11/02/13
	Location: 9"x9" Floor Tile, Space #3, Former Kitchen		
	Analyst Description: Lt. Brown, Heterogeneous, Non-Fibrous, Bulk Material		
	Asbestos Types: Chrysotile 3.0 %		
	Other Material: Non-fibrous 97 %		

See Reporting notes on last page

AmeriSci Job #: **113102046**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

6707 Jefferson St, Haymarket VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
6707-102913-06	113102046-06	*Yes*	5 % (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Mastic Under Floor Tile, Space #3, Former Kitchen			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 5.0 % **Other Material:** Non-fibrous 95 %			
6707-102913-07	113102046-07	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Drywall, NW Space (Former Front Porch)			
Analyst Description: White/Brown, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose 7 %, Non-fibrous 93 %			
6707-102913-08	113102046-08	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Wall Plaster, Space #5			
Analyst Description: Lt. Brown, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Animal hair Trace, Cellulose 3 %, Non-fibrous 97 %			
6707-102913-09	113102046-09	*Yes*	3 % (by CVES) by Gordon T. Saleeby on 11/02/13
Location: 9"x9" Floor Tile, Space #5			
Analyst Description: Brown, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** Chrysotile 3.0 % **Other Material:** Non-fibrous 97 %			
6707-102913-10	113102046-10	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Mastic Under Floor Tile, Space #5			
Analyst Description: Black, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Non-fibrous 100 %			
6707-102913-11	113102046-11	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Ceiling Tile, Space #5			
Analyst Description: White/Brown, Heterogeneous, Non-Fibrous, Bulk Material **Asbestos Types:** **Other Material:** Cellulose 97 %, Non-fibrous 3 %			

See Reporting notes on last page

AmeriSci Job #: **113102046**
Client Name: HP ENVIRONMENTAL, INC.

PLM Bulk Asbestos Report

6707 Jefferson St, Haymarket VA

Client No. / HGA	Lab No.	Asbestos Present	Total % Asbestos
6707-102913-12	113102046-12.1	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Wall Plaster, 2nd Floor, Front Room			
Analyst Description: Lt. Tan, Heterogeneous, Non-Fibrous, Skim Coat (Plaster)			
Asbestos Types:			
Other Material: Non-fibrous 100 %			
6707-102913-12	113102046-12.2	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Wall Plaster, 2nd Floor, Front Room			
Analyst Description: Brown/Gray, Heterogeneous, Non-Fibrous, Base Coat (Plaster)			
Asbestos Types:			
Other Material: Animal hair Trace, Non-fibrous 100 %			
6707-102913-13	113102046-13	*No*	NAD (by CVES) by Gordon T. Saleeby on 11/02/13
Location: Ceiling Plaster, 2nd Floor, Rear Room, Damaged Area			
Analyst Description: Lt. Brown, Heterogeneous, Non-Fibrous, Bulk Material			
Asbestos Types:			
Other Material: Animal hair Trace, Non-fibrous 100 %			

Reporting Notes:

Analyzed by: Gordon T. Saleeby Gordon T. Saleeby Date NOV 02, 2013

*NAD = no asbestos detected, Detection Limit <1%, Reporting Limits: CVES = 1%, 400 Pt Ct = 0.25%, 1000 Pt Ct = 0.1%; "Present" or NVA = "No Visible Asbestos" are observations made during a qualitative analysis; NA = not analyzed; NA/PS = not analyzed / positive stop; PLM Bulk Asbestos Analysis by EPA 600//M4-82-020 per 40 CFR 763 (NVLAP Lab Code 101904-0) and ELAP PLM Analysis Protocol 198.1 for New York friable samples which includes quantitation of any vermiculite observed (198.6 for NOB samples) or EPA 400 pt ct by EPA 600/M4-82-020 (NYSDOH ELAP Lab # 10984); CA ELAP Lab # 2508; Note: PLM is not consistently reliable In detecting asbestos In floor coverings and similar NOB materials. NAD or Trace results by PLM are inconclusive, TEM is currently the only method that can be used to determine if this material can be considered or treated as non-asbestos-containing in New York State (also see EPA Advisory for floor tile, FR 59, 146, 38970, 8/1/94). NIST Accreditation requirements mandate that this report must not be reproduced except in full without the approval of the laboratory. This PLM report relates ONLY to the items tested.

Reviewed By:_____

104 Elden Street, Suite 11
Herndon, Virginia 20170

Phone: 703 • 471-4200
Facsimile: 703 • 471-0020

HPE

1131102046

HP ENVIRONMENTAL
INCORPORATED

Test Request Form

Page 1 of 2

CLIENT NAME: HPE	RPT. NO. / FOR LABORATORY USE ONLY REF. NO. 66076
ADDRESS	RECEIVED BY: DATE
	ANALYZED BY: DATE
PHONE / FAX	REVIEWED BY: DATE

PLEASE TYPE OR PRESS HARD WITH BALL POINT PEN.

P.O. # / CONTRACT # / CALL # / JOB # / CONTACT PERSON: J. EDWARDS	COLLECTED BY: DATE 10/29/13
PROJECT LOCATION: 6707 JEFFERSON ST, HAYMARKET VA	SUBMITTED BY: " DATE 10/30/13
TEST(S) REQUESTED OR TEST CODES (NOTE WITH EACH SAMPLE IF NECESSARY): PCM 3 DAY	TOTAL NUMBER OF SAMPLES: 15 / MODE OF SHIPMENT
☐ ROUTINE ☐ RUSH ☐ FAX ☐ PHONE	DESCRIBE THE PACKAGE OR SAMPLES

SAMPLE NO.	TYPE	SAMPLE LOCATION & REMARKS	VOLUME / AREA
NO. 01 6707-WC413-01	BULK	WALL PLASTER, SPACE #2, ENTRY	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 02 -02		9" X 9" FLOOR TILE, SPACE #2, UNDER CARPET	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 03 -03		MASTIC UNDER 9" TILE, SPACE #2, UNDER CARPET	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 04 -04		~~CEILING PLASTER~~ CEILING PLASTER, SPACE #3	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 05 -05		9"X9" FLOOR TILE, SPACE #3, FORMER KITCHEN	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 06 -06		MASTIC UNDER FLOOR TILE, SPACE #3, FORMER KITCHEN	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 07 -07		DRYWALL, NW SPACE (FORMER FRONT PORCH)	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 08 -08		WALL PLASTER, SPACE #5	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 09 -09		9"X9" FLOOR TILE, SPACE #5	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA (2x4) (25)
NO. 10 -10		MASTIC UNDER FLOOR TILE, SPACE #5	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 11 -11		CEILING TILE, SPACE #5	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA
NO. 12 -12		WALL PLASTER 2nd FLOOR, FRONT ROOM	FLOW / TIME ON / FLOW / TIME OFF / LITERS OR AREA

RECEIVED
OCT 30 2013
By

TERMS & FORM INSTRUCTIONS ARE LISTED ON THE BACK — RETAIN THE LAST (PINK) COPY FOR YOUR RECORDS. — SUBMIT THE WHITE & YELLOW COPIES TO THE LAB

104 Elden Street, Suite 11
Herndon, Virginia 20170

Phone: 703 • 471-4200
Facsimile: 703 • 471-0020

HPE

HP ENVIRONMENTAL INCORPORATED

1131020046

Test Request Form

Page 2 of 2

CLIENT NAME	RPT. NO.	FOR LABORATORY USE ONLY REF. NO. 66075
ADDRESS	RECEIVED BY:	DATE
	ANALYZED BY:	DATE
PHONE / FAX	REVIEWED BY:	DATE

PLEASE TYPE OR PRESS HARD WITH BALL POINT PEN.

P.O. # / CONTRACT # / CALL # / JOB #	CONTACT PERSON	COLLECTED BY:	DATE
PROJECT LOCATION 6707 Jefferson St		SUBMITTED BY:	DATE
TEST(S) REQUESTED OR TEST CODES (NOTE WITH EACH SAMPLE IF NECESSARY) Rm 3 DM		TOTAL NUMBER OF SAMPLES	MODE OF SHIPMENT
☐ ROUTINE ☐ RUSH	☐ FAX ☐ PHONE	DESCRIBE THE PACKAGE OR SAMPLES	

SAMPLE NO.	TYPE	SAMPLE LOCATION & REMARKS	VOLUME / AREA
NO. 01 ☒ 6707-102913-13		Ceiling Plaster, 2nd Floor, Rear Room, Bathroom	FLOW TIME ON FLOW TIME OFF
TEST CODE:		Area	LITERS OR AREA
NO. 02			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 03			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 04			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 05			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 06			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 07			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 08			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 09			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 10			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 11			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA
NO. 12			FLOW TIME ON FLOW TIME OFF
TEST CODE:			LITERS OR AREA

RECEIVED
OCT 30 2013
By

TERMS & FORM INSTRUCTIONS ARE LISTED ON THE BACK RETAIN THE LAST (PINK) COPY FOR YOUR RECORDS. SUBMIT THE WHITE & YELLOW COPIES TO THE LAB

Gabriel Consultants, LLC
6511 Trillium House Lane Centreville, Virginia 20120
(703) 266-1041 or cell (703) 344-1450
Br@gabrielconsultants.com

Project Management
Owner Services
Architecture

Existing Condition Report
Former Haymarket Home

Date: February 28, 2017

To: Stergio Zissios
Z Properties LLC
9402 Justice Lane
Delaplane, VA 20144

Property: House located at 6707 Jefferson Street (adjacent to the Old Bank Building)

Location: 6707 Jefferson Street
Haymarket, VA
TM 7297-99-0375

Prepared by: Gabriel Consultants LLC
6511 Trillium House Lane
Centreville, VA 20120

Location Map (red arrow identifies property)

1. PREFACE AND PURPOSE OF REPORT

Gabriel Consultants has been retained by Z Properties LLC to conduct an existing building condition assessment for the building located at the above address. The purpose of the study is to determine the condition of the property, assess code related issues, determine the suitability for re-developing the building into competitive Class A retail or office space (lease or sale), evaluate the benefit to community for retaining the building in lieu of a new historic venue development and provide a recommendation regarding a path forward.

2. PROPERTY BACKGROUND, DESCRIPTION AND GENERAL INFORMATION:

The subject property appears to have been a former retail of office type space, with multiple tenants and access doors. The building has two floors and fronts on Jefferson Street. Its exterior is painted wood siding, with wood windows and multiple single leaf doors. The roof assembly appears to be painted metal pan over a board/batten sub sheathing with wood rafters. The building footprint is a generally rectangular.

In 1994 the Town of Haymarket's (the Town) Town Council adopted the Historic Overlay District (HOD) and also established the Haymarket Architectural Review Board (ARB). The ARB's role is to determine that no building, structure or sign shall be erected, constructed, or altered until the ARB has issued a Certificate of Appropriateness (COA). Changes within the HOD including rehabilitation and additions to existing buildings, new construction and demolishing existing buildings must be reviewed and approved by the ARB. The establishment of a historic overlay

district and the ARB appears to be incompliance with enabling legislature for the Commonwealth of Virginia.

Based on meetings with the Town staff, clarification is needed regarding whether buildings are considered historic due to the location within the historic district or if they are deemed historic because they are greater than fifty (50) years in age. The concern stems from the perception that a blanket overlay would automatically make all buildings a "historic" structure and worthy of preservation. Conversely it is unclear if the regulation intends to consider all buildings greater than fifty years in age as "historic".

Under either scenario, the overarching issue is lack of an objective means of determining if a building is "historically significant". In order to make that determination several considerations are required. Based on work in other municipalities, for a building to be considered historically significant, it would need to have a historic reference point, character as expressed through architectural style, uniqueness, a cultural event, etc. By way of reference, the national standard established by the Department of Interiors includes the following excerpts:

> "The goal of HABS/HAER/ HALS documentation is to provide architects, engineers, scholars, preservationists, and interested members of the public with comprehensive information on the historical, architectural, technological, or cultural significance of a building, site, structure, object or landscape."
>
> "Documentation shall adequately explicate and illustrate what is significant or valuable about the historic building, site, structure, object or landscape being documented."
>
> "the aspect of the building, site, structure, object or landscape being documented should reflect the subject's overall significance."

The existing building appears to be related to the Arts and Crafts style of architecture. The county records appear to indicate a construction date of 1936. In reviewing Appendix D of the Historic District Guidelines, the building is not listed. We could not find any other reference preservation list such as the Historic American Building Survey (HABS) registry, the includes the building.

The front portion of the building appears to be an original porch and has been enclosed with T-1-11 wood siding (1970-1980s product). The building is in extremely poor condition.

Photo 1 – View from Jefferson Street

3. CONDITION ASSESSMENT:

A. General Conditions

On February 3 and 20, 2017, Gabriel Consultants LLC conducted a review of the subject property. The general overall condition of the building is extremely poor. There are numerous decayed components, code issues, accessibility issues and the overall deterioration of the existing building create a safety issue. Some of these issues stem from the building being abandoned while others appear inherit to the original design and construction. Under the current building code the construction equates to a Type V-B (residential) classification.

B. ASSESSMENT BY BUILDING COMPONENT

State Building Code: The building will not comply with the current building code for any occupancy other than residential. Even the residential use will require significant repair to the floors, foundations and roof assemblies. New floor live loads associated with an office or retail use would require a new floor structural system. The building is not handicapped accessible. The existing stair assembly is not fire rated. The existing porches have been enclosed and converted to lease areas which is non-compliant for retail of office uses. The interior first floor is distorted, wavy and has numerous depressions. This indicates differential settlement and that the wood rafters are failing. Because the building is in and advanced state of decay, it is not safe to occupy.

Foundation - The building foundation is failing. The existing foundation is composed of stones adhered together with a sand base mortar with a width of 8" to 12". The mortar is decomposing resulting in structural failure. Refer to the photographs below.

Photos 1 and 2 – Skim coat of parging has failed allowing moisture infiltration. Freeze thaw cycles have resulted in parging failure and greater amount of moisture to penetrate the wall. Moisture in the wall allows the decay to penetrate further into the wall composition resulting in cracking and eventual collapse.

Photos 3 and 4 show the longer term decay associated with moisture penetration and degradation of sand based mortars. The foundation for the building is failing requiring immediate attention to prevent collapse. Remedies include temporary cribbing or demolition of the building.

Building Envelop

Walls– The existing exterior walls appear to be a painted wood siding over non insulated wood studs, using platform framing (not confirmed). Interior side of the walls appear to be wood lathe with a multi-coat plaster finish.

The exterior wood siding is painted with a lead based paint which pealing and beginning to rot. The base trim and wall sole plates (where exposed) are rotted. Failure of the sole plates are due to rot and will eventually lead to failure of the walls. Additionally, the failure and warping of the wood siding in conjunction with penetrations through the peeling paint will result in moisture intrusion into the wall studs. The result will be rotting studs. The wall studs support the second floor wood joists. Therefore failure of the load bearing exterior walls will result in localized collapse of the second floor.

Photos 3 and 4 – examples of rotted trim and plates

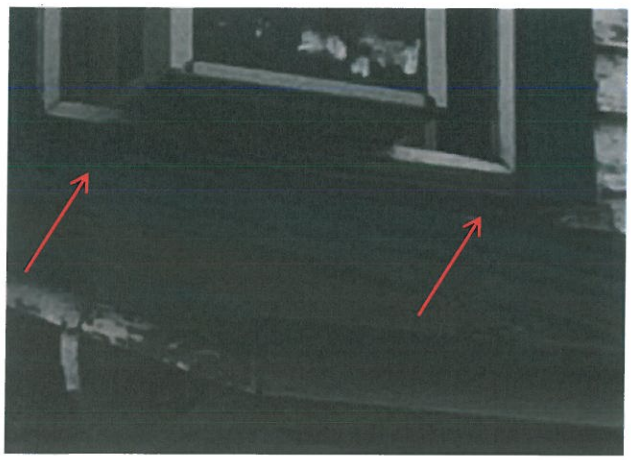


Photo 5 – Moisture penetration and resulting rot at window opening

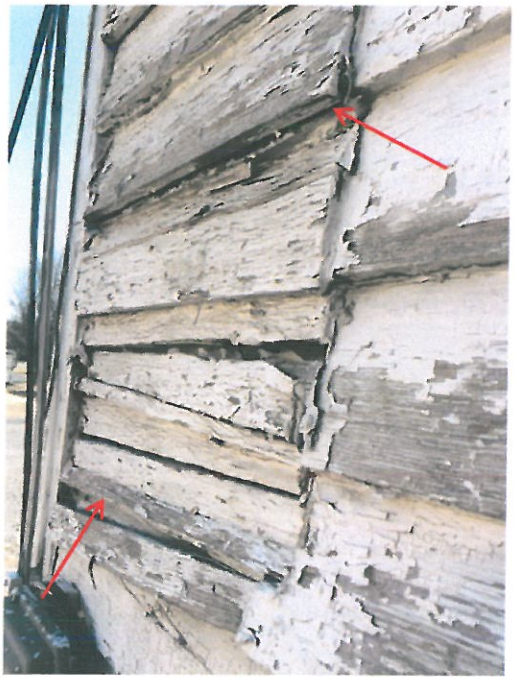


Photo 6 – Moisture penetration and rot at wood siding, leading to delamination of siding from the wall

The wood siding is no longer providing the basic moisture protection required to protect the structural wall components. This has resulted in rotted sole and rafter ends bearing on the stone foundations. There is high likelihood the wall studs are also rotted.

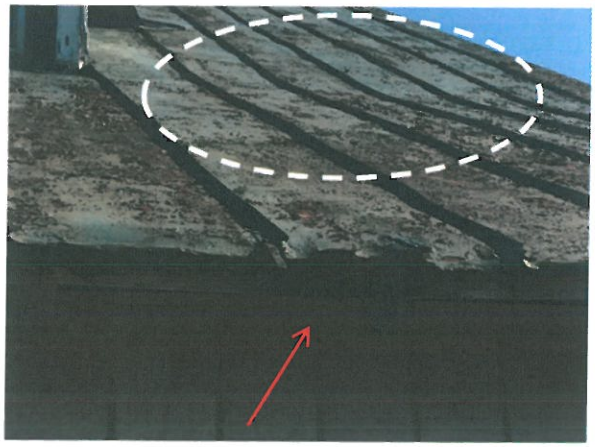
The failing siding in combination with moisture within the wall cavity also creates opportunities for termite infiltration and damage. Based on observations, there was significant termite damage at the first floor wood joists and the base of the exterior walls.

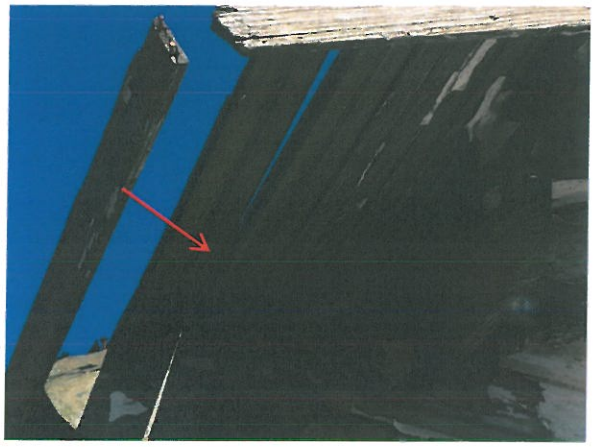
Window and Door Openings - The windows appear to be of varying age and style. Some appear to be replacements while other appear to be the original units. Numerous windows are broken and no linger operational. The windows glazing has not thermal value.

The existing doors are a combination of wood units while others are more recent metal units. The doors are not adequately fastened allowing for moisture penetration and several of the wood units are rotting.

Roof Assembly – The exterior roof cladding is a painted metal pan. The metal is rusting and fraying at the edges. The substrate appears to be wood plank anchored to wood rafters.

There has been significant moisture intrusion which has resulted in rotting the wood roof components. At higher locations along the roof slope there is evidence of wood rafter failure as manifested through dips, distortion and depressions in the roof (refer to white dashed area in the photograph below). The wood roof members at the bottom of the slopes are rotted (refer to the red arrows in the photographs below).





4. SUMMARY OF CONSIDERATIONS

The following findings and recommendations are offered in considering if the existing building can be retained for future development of the property and the potential for re-use of the building:

Aesthetic Value

In general terms, the architectural (Aesthetic) value of the subject property is moderate. It is a typical example of the Arts and Crafts style. There are other similar buildings in the town which are in better condition.

Historic Value

Although this is a nice example of the Arts and Crafts style of residential architecture, it has been modified extensively resulting in derivative of the original architecture. We can find no social or localized event which would elevate its historic value.

The interior has been significantly altered and compartmentalized for lease purposes. The original historic value of the interior has been lost through more recent alterations.

Evidential Value

The historic value and the evidential value often are parallel. The evidential value is derived from elements of a historical event or from a specific past human activity from one or several periods of time. By way of example, had George Washington or another notable person or even event occurred at the building, then its evidential value would be significant. None of these events occurred and for this reason the evidential value is nonexistent.

Community Value

Because the building lacks historic and evidential value, the community value is only supported by personal memories of individuals who may have interacted in or at the building in past local events. These memories constitute an emotion tie to the structure, but are not significant enough to constitute a community value.

Technical Considerations and recommendations

The current condition of the building is poor. There is significant rot and decay which would require:

a) Complete replacement of the foundation

b) Complete replacement of the first floor wood rafters and if used for anything other than residential purposes, a new structural system would be required

c) The existing siding is a combination of original wood and ad hoc contemporary siding which offers no historical reference. The siding would require complete replacement.

d) The existing windows and doors are a combination of original and new. All units require replacement.

e) The roof system is near a failure point and requires complete replacement.

In consideration of the significant amount of repair and replacement needed to convert the existing building into a safe structure suitable for occupancy, it would be less expensive to demolish the building and construct a new building containing Class A leasable space.

In considering site related matters to support leasing either the existing or new builing, the following components will be required:

- All utility services will require upgrades.
- There is not enough parking to support leasing the building in its current condition.
- Storm water regulations are not being addressed and there is no financial benefit to install such improvements without being able to offset the expenses with numerous leases for a new building.

End of Report

BASIS OF DESIGN

Development of
14941 Washington Street and 6707Jefferson Street
February 28, 2017

The purpose of this document is to provide a general understanding of the property owner's intention to develop the subject properties. The current properties are in poor and declining conditions. Neither of the existing buildings comply with state building code and have numerous structural and electrical issues creating unsafe conditions (refer to building assessment reports). The sites do not meet state requirements for storm water management and the associated Chesapeake Bay Act.

It is the owner's intention to develop the property to achieve the following goals:

1) Address the safety issues of the two buildings by demolishing, and stabilize the site to prevent storm water run-off prior to development activities.

2) Consolidate the properties to create greater opportunity to develop as a whole.

3) Design and construct two (2) new buildings using historic architectural references in order to be compatible and complement the existing historic buildings in the town. The primary goal is to draw residences and new business into the heart of the town.

4) Honor the existing fire station (proposed to be demolished due to structural and electrical/fire safety issues) by recreating a similar façade using new construction methods/materials.

5) Be sensitive to scale of the Old Bank Building by stepping the mass of the new buildings away from the street.

6) Develop the property using a mixed use approach combining first floor retail shops (small scale) and multiple stories of one and two bedroom apartments above.

7) Create new parking under a shared parking concept and comply to all state regulations for storm water management and best management practices.

8) Create public nodes by incorporating café style open spaces and alley ways to connect pedestrian traffic between Washington and Jefferson Streets. Public nodes will improved street/pedestrian character and create opportunities for impromptu pedestrian interaction.

9) Incorporate the town's desired lighting style, sidewalk materials, street front signage, landscaping elements, etc. for both Washington and Jefferson Street.

The Generalized Development Plan (refer to illustration):

The above reference development goals will be achieved by locating the new buildings close to the street in approximate alignment with the existing Old Bank Building. The proposed parking area will be located behind the buildings so it is screened from views.

Pedestrian travel ways will connect the building entries to public walks, connect Washington and Jefferson Streets and will utilize a brick paver matching the town's new sidewalks. Pedestrian walks and parking areas will have lighting confirming to the town's approved.

Because the buildings will be located close to the street front, the site will be a pedestrian scale as envisioned by many similar historic districts such as Old Towns of Manassas, Warrenton and Culpeper.

A public node is proposed at the fire station by increasing the front setback. This will serve as an outdoor café for a new restaurant to be located at the first floor of the Washington Street building.

A portion of the proposed building on Washington Street will be designed to mimic the existing fire station building and have a large overhead door (glazed) and simple unadorned window/door openings. The roofline will have a gable feature.

Residents of the apartments will enter at the sides/rear locations of the two buildings and have access to rooftop terraces. This will create a dynamic street front and also allow residences to view the western mountains.

Building Architecture:

Prior to developing conceptual designs for the new buildings, the architect visited the larger scale structures were have been documented in the Appendix D of the Historic District Guidelines for the Architectural Review Board dated June 22, 2010. It appears that the majority of buildings designated as "historic" were built between 1880 and 1930. This period of time roughly aligns with the following architectural styles;

- Industrial Age/Revolution - Characterized by upward or vertical architectural orientation and the advent of new building materials (steel, commercialization/standardization of concrete masonry, brick and wood framing members).

- Arts and Crafts – Characterized by focusing on horizontal massing of the building, careful articulation of the design features, increased roof overhangs, hand crafted

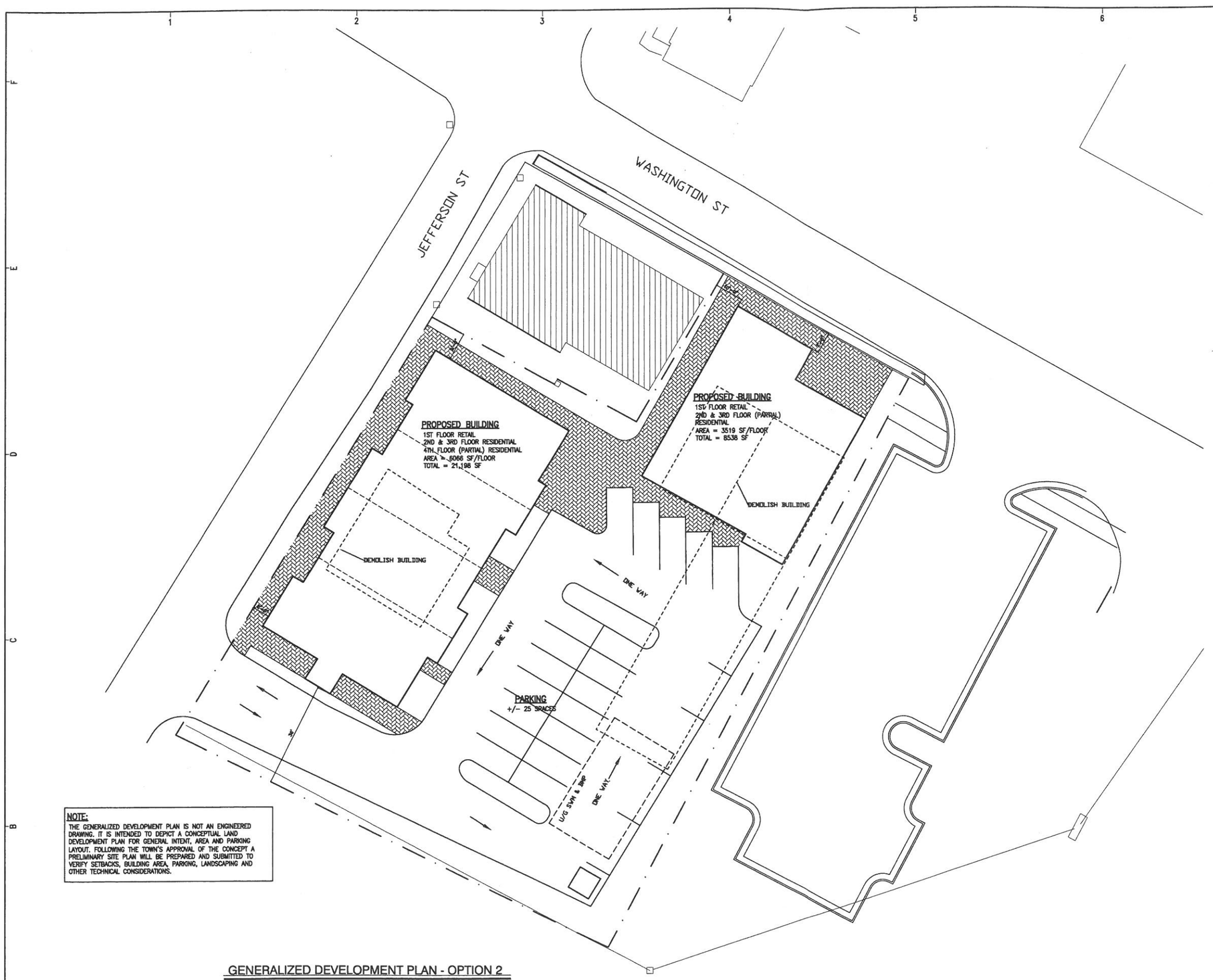
wood interiors and careful use of traditional materials such as stone, brick and metal roofs.

- Art Deco – Characterized by a vertical massing of the building, streamline design, vertical lines, articulation of window/door openings and the use of new cladding materials such as smooth faced brick, terracotta, exterior tiles, smooth faced stone veneer, stainless steel features.

The proposed architectural style of the new buildings mimics a combination of the Industrial Age and the Art Deco periods of architecture. Both styles were more vertically oriented in mass, but at the same time allow for the use of decorative features such brackets, vertical lines/stepping veneers and smooth faced brick or stone cladding.

The Washington Street building combines an architectural reference to the former fire station and creates a public café space. The fire station gable façade will accent the roof line. The second portion of the building will incorporate decorative brackets and rafter tails which will be profiled against the skyline. The building veneer will be a smooth faced painted or integral color brick.

The Jefferson Street building combines simple vertical lines by creating steps in the veneer. It will have covered entry points for the first floor retail spaces using cable supported canopies with metal cladding. The building veneers include portions of glazing, smooth faced stone and/or smooth faced synthetic stucco.



NOTE:
THE GENERALIZED DEVELOPMENT PLAN IS NOT AN ENGINEERED DRAWING. IT IS INTENDED TO DEPICT A CONCEPTUAL LAND DEVELOPMENT PLAN FOR GENERAL INTENT, AREA AND PARKING LAYOUT. FOLLOWING THE TOWN'S APPROVAL OF THE CONCEPT A PRELIMINARY SITE PLAN WILL BE PREPARED AND SUBMITTED TO VERIFY SETBACKS, BUILDING AREA, PARKING, LANDSCAPING AND OTHER TECHNICAL CONSIDERATIONS.

GENERALIZED DEVELOPMENT PLAN - OPTION 2

SCALE: 1/16" = 1'-0"

Project Management
Owner Services
Architecture & Planning

Gabriel Consultants, LLC
6511 Trillium House Lane Centreville, Va. 20120
(703) 344-1450 br@gabrielconsultants.com

Project Information

Generalized Development Plan
Z Properties LLC

14941 Washington Street, Haymarket, VA

Issued Dates:
GDP Concept - March 2, 2017

Sheet Number
LAND PLAN

SHEET 1

Economical Comparison

Z Properties, LLC
Existing Fire Station and Bungalow Properties
14941 Washington Street and 6707Jefferson Street
Haymarket, Virginia
February 20, 2017

Preface:

The purpose of this document is to provide a general economic comparison between developing the subject properties with new construction vice maintaining/preserving the existing buildings either within a new development or without any new development.

Subject Properties:

The subject properties consists of two (2) parcels, TM 7297-99-1282 (Fire Station) and TM 7297-99-0375 (Bungalow) both containing one building each. TM 7297-99-1282 is located at 14941 Washington Street consists of the former Town of Haymarket Fire Station. Based on the tax records, this building was constructed in 1946. The building appears to be a compilation of an original building with several additions. The two story building as a whole is in deteriorated condition. Refer to the Building Assessment Report dated February 3, 2017.

The second parcel is TM 7297-99-0375 and contains a wood framed two story building (+/- 1936 bungalow) in accelerating deterioration. Refer to the Building Assessment Report dated February 28, 2017.

Development options:

There are three (3) distinct development options for the subject properties consisting of:

- Option 1 consists of maintaining and preserving the existing building without any supplemental new development.
- Option 2 consists of maintaining and preserving the existing building with infill development between the existing structures.
- Option 3 consists of razing the existing buildings and constructing new buildings and site improvements.

Each of these options evaluated herein assessing the economic impact of each using the following variables:

a) General Cost Factors to Develop
b) Return on Investment
c) Tax Benefits for the Town of Haymarket
d) Aesthetic Considerations
e) Land Planning Benefits

Option 1: Maintain and Preserve Properties with no development

Both buildings are in deteriorated condition and contain hazardous materials (lead, asbestos, mold, etc.).Neither of the buildings comply with the current building code and both have structural safety issues. The buildings cannot be occupied in the current state of condition and will require significant cost to repair and upgrade as leasable areas. Neither building is handicap accessible. The structures cannot be upgraded to point of obtaining a Class C space without the following:

- Structural repairs consisting of; framing stabilization and new structure at the fire station and new foundation at the bungalow building.
- Complete hazardous material abatement
- Complete building envelop upgrades to achieve thermal and moisture barriers
- Removal and replacement of all exterior windows and doors
- Complete removal and replacement with a new mechanical system complying to energy code
- Complete removal and replacement with a new electrical system complying to energy code
- New plumbing systems (sanitary, water and fixtures)
- Site (parking upgrades) improvements. If paved spaces are required, then new storm water and BMP facilities.
- Following preservation efforts, a robust maintenance program for the buildings will be required. The useful building life expectation is 15-20 years before the structures would require even more substantial replacement effort

The Pros/Cons with Option 1 are as follows:

Pros:

- The municipal preserves average buildings with little or marginal architectural character.

Cons:

1. This Option contains the least available leasable area, requiring the longest payback on investment
2. The space could only obtain a Class C rating and would be competing against Class A and B space immediately available in the vicinity
3. This is the most constructions expensive space (square footage basis) and would generate the least amount of revenue

Option 1 Conclusion:

In considering the owner's point of view, Option 1 when compared with Option 2 and 3, represents the highest risk, longest payback period and least amount of investment return.

In considering the municipality's point of view, Option 1 will not produce as much tax review as Options 1 and 2. Option 1 when compared to the other Options, will not create

The Pros/Cons with Option 1 are as follows:

Pros:

- New buildings can customized to reflect the architectural flavor of adjacent buildings and the general aesthetics desired by the town.
- The buildings would reflect a Class A build out standard
- Town tax revenue would increase based new taxable business
- This project could set the standard for other new projects within the historic overlay district
- A new project in the historic district could lead to increased interest of other properties, driving the redevelopment of the immediate area

Cons:

8. Shared parking between the town, the developer and adjacent properties would be needed to establish a balance between building area, use and available parking.

CONCLUSION

When compared to Option 1 and Option 2, **Option 3** represents the cleanest, lower risk development potential for the subject properties. This option represents the lowest risk when compared to the other options with a greatly improved payback period. Note the considerations below:

1. Class A office/retail leases for $7 - $10/sf more in rental rates than C class in the Haymarket area.

2. There is a higher vacancy rate for C class space.

3. Class A space is more desirable and brings higher revenue from real estate tax assessment prospective. It also tends to bring a higher sales tax revenue. Higher end business' charge more for services, which in return brings more revenue for the town.

4. Class A buildings usually help the overall health of the local real estate market. The more recent a building, the more the local economy tends to thrive.

5. There is a smaller group of retailers/offices looking for older class C buildings.

6. Haymarket area is a prime area for the residential and retail markets provided Class A space is available. The Northern Virginia market is growing at fast pace. The town of Haymarket can capitalize on the local economy's growth, by promoting newer development.

Option 3 represents an opportunity for both the town and z Properties. The development of this parcel will spark other projects which will lead to balanced growth with a historic architectural style.

Z

Properties

Dear members of the Architectural Review Board:

We are submitted the attached data in support of our request and application for a Certificate of Appropriateness and demolition permits for the buildings located at 14941 Washington Street and 6707 Jefferson Street in Haymarket, Virginia. The attached information includes:

1) Existing Conditions Report for 14941 Washington Street

2) Existing Conditions Report for 6707 Jefferson Street

3) Basis of Design for Developing the consolidated properties

4) The Generalized Development Plan showing a concept development

5) Conceptual Street Front Elevations

6) Economic Analysis for Developing the properties

7)Asbestos/ Hazardous Materials

The Generalized Development Plan and Street Front Elevations are being submitted for CONCEPTUAL review and approval. Following the Board's approval, we will arrange for another submission to discuss more details topics such as materials, windows, doors, etc.

Should you have any questions related to the completeness of this application and information, please contact either myself or Bill Robson AIA at (703) 344-1450

Sincerely,

Stergio Zissios
Z Properties LLC"
703-489-8960

Utility Services
4 County Complex Court
P.O. Box 2266
Woodbridge, VA 22195-2266
Phone (703) 335-7930
Fax (703) 335-7905
www.utilityservices@pwcsa.org

Service Authority
Prince William County

December 16, 2015

Town of Haymarket
15000 Washington St. # 100
Haymarket, VA 20169

RE: Demolition letter – 14941 Washington Street. & 6707 Jefferson Street Haymarket, VA 20169

To whom this may concern:

The Service Authority has no objection to the issuance of the Demolition Permit for the above-referenced properties. The Service Authority does not have any record of these properties being connected to water or sanitary sewer service. However, a water service and sewer lateral were stubbed out to the property at 14941 Washington Street. If existing water and sewer services are not used after the rebuild, the customer will be responsible for the termination of both water and sewer services at the main and will be subject to inspections per the Service Authority standards. Prior to any new structure being built, availability fees must be paid to the Service Authority.

Should you have any questions or need additional information, please contact me at (703) 335-7930.

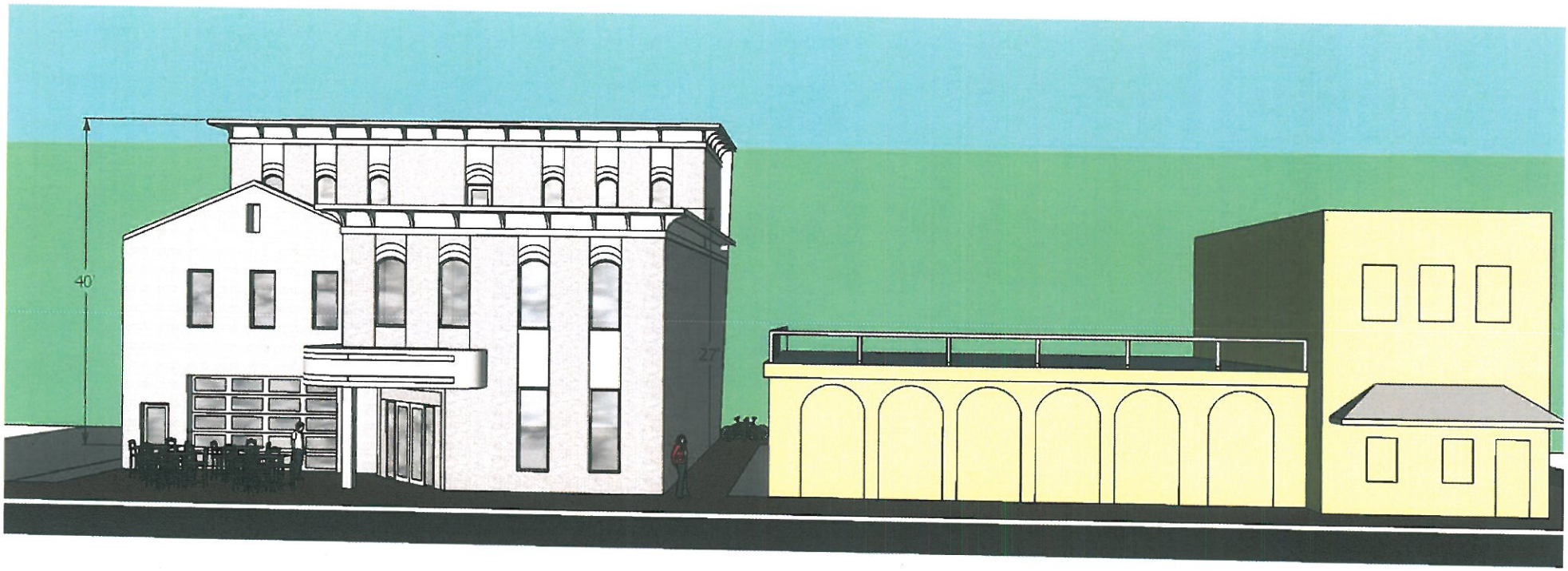
Sincerely,

Karla Coker /PD

Karla Coker,
Utility Services Manager

PROPOSED CONCEPTUAL ELEVATION
6707 Jefferson Street, Haymarket, Virginia
Retail & Residential Mixed Use Building

Owner - Z Properties, LLC
Architect - Gabriel Consultants LLC
February 28, 2017



PROPOSED CONCEPTUAL ELEVATION
14941 Washington Street, Haymarket, Virginia
Retail, Restaurant & Residential Mixed Use Building

Owner - Z Properties, LLC
Architect - Gabriel Consultants LLC
February 28, 2017

PROPOSED CONCEPTUAL ELEVATION
14941 Washington Street, Haymarket, Virginia
Retail, Restaurant & Residential Mixed Use Building

Owner - Z Properties, LLC
Architect - Gabriel Consultants LLC
February 28, 2017

Marchant Schneider

From: Marchant Schneider
Sent: Friday, November 13, 2015 6:53 AM
To: Stergio Zissios
Cc: Denise Hall; Jennifer Preli; Sherrie Wilson; Brian Henshaw; Marchant Schneider
Subject: RE: Haymarket ARB- COA Application

Hi, Stergio.

Couple of quick items.

Both the "Firehouse" (14941 Washington Street) and the "Bungalow" (6707 Jefferson Street) are considered contributing resources/structures to the Town's Historic District.

As such, there is some additional information that should be included with your application.

Below are excerpts from the Historic District Guidelines and the Zoning Ordinance regarding demolitions (both documents are on the Town's website). Relevant sections are highlighted in yellow. Photographs of the exterior would also be helpful.

Please let us know if you have questions.

HISTORIC DISTRICT DESIGN GUIDELINES

VI. DEMOLITION GUIDELINES

The Town Code has important requirements for all demolition of buildings within the Town.

A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

The Haymarket Comprehensive Plan supports the preservation of the Town's historic resources to the greatest extent possible. Therefore, there must be a compelling reason to demolish a historic structure.

- Applicants must provide a written statement explaining the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.
- In some instances, the ARB may require a structural analysis of the building by a licensed professional engineer regarding the structural integrity of a building prior to a demolition permit decision.
- If an applicant is successful in demonstrating that a historic structure is a candidate for demolition the ARB may approve the demolition request with one or more of the following conditions, depending on the circumstances surrounding the request:

1. Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.
2. Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.
3. The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.
4. The demolition may occur only following receipt of a building permit for the new construction.

- **ZONING ORDINANCE – OLD AND HISTORIC HAYMARKET OVERLAY DISTRICT**

- **Sec. 58-559. - Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.**

The board shall not consider interior arrangement, relative size of the building or structure, detailed design or features not subject to any public view, and shall not make any requirements regarding such matters except to prevent developments obviously incongruous with the old and historic aspect of the surroundings. The board shall consider the following in passing upon the appropriateness of architectural features:

(1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.

(2) General design arrangement.

(3) Texture, material and color.

(4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings.

(5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings.

(6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the town.

(7) The extent to which the building or structure will promote the general welfare of the town, and all citizens, by the preservation and protection of historic places and areas.

(8) The extent to which the building or structure will promote the general welfare by:

a. Maintaining and increasing real estate value;

b. Generating business;

c. Creating new positions;

d. Attracting tourists, students, writers, historians, artists and artisans, and new residents;

e. Encouraging study of and interest in American history;

f. Stimulating interest in and study of architecture and design;

g. Educating citizens in American culture and heritage; and

h. Making the town a more attractive and desirable place in which to live.

(

Marchant Schneider
Town Planner / Zoning Administrator
15000 Washington Street, #100
Haymarket, Virginia 20169
703-753-2600
703-753-2800 Fax
www.townofhaymarket.org
www.facebook.com/haymarketva

From: Brian Henshaw
Sent: Thursday, November 12, 2015 5:21 PM

To: Stergio Zissios
Cc: Denise Hall; Marchant Schneider
Subject: RE: Haymarket ARB- COA Application

Stergio,

I will not be in tomorrow, but Denise will be here and if she is not in Jennifer or Sherrie could review your application . Let's plan on touching base sometime early next week to discuss your application and the process with the ARB. My goal is to make this as quick and painless as possible for you and for our ARB.

Have a wonderful weekend!

Sincerely,

Brian P. Henshaw
Town Manager
Town of Haymarket

From: Stergio Zissios [mailto:szissios@bluevalleyva.com]
Sent: Thursday, November 12, 2015 5:17 PM
To: Brian Henshaw
Cc: Denise Hall; Marchant Schneider
Subject: Re: Haymarket ARB- COA Application

Brian,

Thank you for the follow up. I plan on stopping by tomorrow to drop off the application for next Wednesday meeting. Will some be their to review my application? If so what time is best to stop by.

Thank you

Sent from my iPhone

On Nov 12, 2015, at 5:00 PM, Brian Henshaw <bhenshaw@townofhaymarket.org> wrote:

> Sergio,
>
> Good evening. I just wanted to remind you that Denise needs your Certificate of Appropriateness application for the ARB meeting next Wednesday, November 18th at 7pm here at the Town Office. Please let me know if you have any questions.
>
> Sincerely,
>
> **Brian P. Henshaw**
> **Town Manager**
> **Town of Haymarket**
> **15000 Washington Street, Suite 100**
> **Phone: 703-753-2600**
> **Fax: 703-753-2800**
> **E-mail: bhenshaw@townofhaymarket.org**
> **Website: www.townofhaymarket.org**

Susannah Smith

From: Donna Beahm
Sent: Wednesday, January 18, 2017 11:19 AM
To: Susannah Smith
Cc: Danielle Kijewski
Subject: FW: Firehouse letter
Attachments: Town of Haymarket, Zissios Property Violation Letter, 1.3.17.docx

This was sent certified and Danielle file d this by street address

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From: joe barbeau [mailto:jabo58@msn.com]
Sent: Tuesday, January 03, 2017 12:17 PM
To: Donna Beahm; Susannah Smith; Denise Andrews
Subject: Firehouse letter

Donna and all,

Attached please find my violation letter for this property. Could you please copy to Kim, as I don't have her address yet. Donna, we will need to send this out as a Certified Letter with return receipt to meet service requirements. Thanks, Joe

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

January 3, 2017

Z Properties, LLC
C/O Sergio Zissios
P.O. Box 947
Marshall, Virginia 20116

RE: Cease and Desist use of an abandoned structure located at 14941 Washington Street

Dear Mr. Zissios;

It has come to the attention of this office this property is being used for Ruritan Club events. As this property has been unused for quite some time, any Certificate of Occupancy that had been issued for that property has been vacated. As such, until this property receives a new CO, any such use must immediately cease.

Further, the existing conditions concerning the intrusion of the elements through broken windows and other openings in this structure must be repaired. These repairs are needed regardless of the state of occupancy, per Section 304 of the Commonwealths Property Maintenance Code. Additionally, at a minimum all Life Safety systems (Exit and Emergency illumination), working bathroom facilities, and all light and ventilation systems must be in working order, prior to any further use of this facility

Please end any further use of this building until these repairs have been made, and be certain to apply for any permits needed to make such repairs prior to commencing any work. Once that step has been completed an Occupancy Inspection must be conducted prior to the granting of any CO.

Thank you in advance for your cooperation in this matter. If you have any questions please feel free to call the office for assistance.

Sincerely,

Joseph E. Barbeau, Jr.
Town of Haymarket Building Official

ARB Bylaws text

Sec. 58-14.6 - Architectural review board; creation, membership.

(a) For the purpose of making effective the provisions of this article, an Architectural Review Board is established. The board shall consist of up to seven members, but not fewer than five, appointed by the Town Council, and shall be legal residents of the Town. Where qualified and acceptable candidates are available, one member of the board shall be a licensed professional engineer, architect or land surveyor; one board member will be appointed from the Town Council and one from the Planning Commission; one member should be a person with knowledge of local real estate conditions, and one member should be appointed primarily on the basis of a knowledge and demonstrated interest in the historical heritage of the Town.

(b) The term of office of the members shall be for three years, except that the term of the Council member and Planning Commission member shall correspond to their official tenure of office. Members may be removed from office by Town Council at will and without notice. Appointments to fill vacancies shall be only for the unexpired portion of the term. Members may be reappointed to succeed themselves.

Sec. 58-14.7 - Chairman, vice-chairman and secretary of the board.

The Board of Architectural Review shall elect its chairman and vice-chairman from its membership, and the Town Clerk shall be its secretary.

Sec. 58-14.8 - Procedure for meetings.

(a) The chairman will conduct the meetings of the board. In his absence, the vice-chairman shall preside. The secretary shall keep the minutes of the meetings and a permanent record of all resolutions, motions, transactions and determinations.

(b) All members of the board shall be entitled to vote, and decisions of the board shall be determined by a majority vote of a quorum. A tie shall operate as a denial of the application.

(c) The board shall meet within 30 days after notification by the Town Clerk of an application for a certificate of appropriateness requiring action by the board. The meetings of the board shall be open to the public, and a full and impartial hearing shall be granted.

(d) When voting on any question, the determination may be made by voice vote or roll call, but no secret ballot or proxy shall be allowed at any time. The board shall vote and announce its decision on any matter properly before it not later than 60 days after the conclusion of the hearing on the matter unless time is extended by mutual agreement between the board and the applicant.

(e) The board shall not reconsider any decision made by it except in cases where an applicant appears within 90 days with his application amended. The board shall not hear the subject matter of any application which has been denied until a period of one year has elapsed, except in cases where an applicant appears within 90 days, with his application amended.

(f) In case of disapproval of the erection, reconstruction, alteration, restoration or razing of a building or structure, the board shall briefly state its reasons for disapproval in writing, and may make recommendations to the applicant with respect to the appropriateness of design, arrangement, texture, material, color, location, etc., of the building or structure involved. In case of disapproval accompanied by recommendations, the applicant may be heard before the board if, within 90 days, he comes before the board with his application amended so as to comply with the recommendations of the board.

(g) In matters regarding the procedure for meetings not covered by this section (e.g., schedules for regular periodic meetings), the board may establish its own rules, provided they are not contrary to the spirit of this article.

BYLAWS

Town of Haymarket, Virginia

Architectural Review Board

~~Adopted and Effective January 13, 2014~~

ARTICLE I – AUTHORIZATION

1-1. This planning commission is established in conformance with a resolution adopted by the Haymarket Town Council on ~~March 2004~~January 3, 1994, ; and in accordance with the provisions of Section 15.2-~~2210~~2306, Code of Virginia ~~(1997)~~, as amended.

1-2. The official title of this ~~planning commission~~Architectural Review Board shall be the "Town of Haymarket ~~Planning Commission~~Architectural Review Board," hereinafter referred to as the "~~Commission.~~Board"

ARTICLE II – PURPOSE

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

ARTICLE III – MEMBERSHIP

3-1. The Commission shall consist of five members appointed by the Town Council. All members shall be residents of the Town of Haymarket and qualified by knowledge and experience to make decisions on questions of growth and development. At least one-half of the members shall be owners of real property. One member may be a member of the Town Council and one member may be an administrative official of the Town government.

3-2. The terms of office for the members of the Town Council and the administrative official shall be coextensive with their terms of office, unless the Town Council appoints others in their stead. The terms of the other original members shall be for one (1), two (2), three (3), and four (4) years. Subsequent members shall be appointed for terms of four (4) years.

3-3. Any vacancy in membership shall be filled by appointment of the Town Council and shall be for the unexpired portion of the term only.

3-4. Any member of the Commission shall be eligible for reappointment.

3-5. Any member of the Commission may be removed by the Town Council for malfeasance in office.

3-6. The term of a Commission member shall expire upon the swearing in of the new commission or re-appointment of commissioner.3-7. The Town Council may provide

for the payment of expenses incurred by Commission members in the performance of their official duties and compensation for services.

ARTICLE IV – SELECTION OF OFFICERS

4-1. Officers of the Commission shall consist of a chairman and vice-chairman. The chairman and vice-chairman shall be elected by the membership. A clerk shall serve at the request of the Commission and may be a member of the Commission, an employee of the Town government, or a citizen volunteer.

4-2. Nomination of officers shall be made from the floor at the regular July meeting each year. Election of officers shall follow immediately. A candidate receiving a majority vote of the entire membership shall be declared elected.

4-3. The term of office shall be for one (1) year or until a successor takes office.

4-4. Any vacancies in office shall be filled for the unexpired portion of the term in the same manner as the officers are originally chosen.

ARTICLE V – DUTIES OF OFFICERS

5-1. The Chairman shall be a member of the Commission and shall:

5-1-1. Preside at all meetings.

5-1-2. Appoint all committees.

5-1-3. Rule on all procedural questions (subject to a reversal by a two thirds (2/3) majority vote by the members present).

5-1-4. Be informed immediately of any official communication, and report same at the next regular commission meeting.

5-1-5. Certify all official documents involving the authority of the Commission.

5-1-6. Certify all minutes as true and correct copies.

5-1-7. Carry out other duties as assigned by the Commission.

5-2. The vice-chairman shall be a member of the Commission and shall:

5-2-1. Act in the absence or inability of the chairman to act, with the full powers of the chairman.

5-3. The clerk shall:

5-3-1. Record attendance at all meetings.

5-3-2. Record the minutes of the Commission meetings.

5-3-3. Notify all members of all meetings.

5-3-4. Maintain a file of all official Commission records and reports.

5-3-5. Certify all maps, records, and reports of the Commission.

5-3-6. Give notice and be responsible for publishing public notices of all Commission public hearings and public meetings.

5-3-7. Attend to the correspondence necessary for the execution of the duties and functions of the Commission.

ARTICLE VI – COMMITTEES

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

ARTICLE VII – MEETINGS

7-1. Regular meetings of the Commission shall be held at least once a month. Special meetings shall be called as needed. When a meeting date falls on a legal holiday, the meeting shall be held on the day following unless otherwise designated by the Commission.

7-2. Special meetings may be called by the chairman or by two (2) members upon written request to the clerk. The clerk shall mail to all members, at least five (5) days before a special meeting, a written notice giving the time, place and purpose of the meeting.

7-3. All meetings of the Commission shall be open to the public.

ARTICLE VIII – VOTING

8-1. A majority of the members shall constitute a quorum.

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

ARTICLE IX – ORDER OF BUSINESS

9-1. The order of business for a regular meeting shall be:

9-1-1. Call to order by chairman.

9-1-2. Roll call.

9-1-3. Determination of a quorum.

9-1-4. Public expression.

9-1-5. Reading of minutes.

9-1-6. .

9-1-7. Report of standing committees.

9-1-8. Report of special committees.

9-1-9. Unfinished business.

9-1-10. New business.

9-1-11. Adjournment.

9-2. Parliamentary procedure in Commission meetings shall be governed by Robert's Rules of Order as tailored by the Chairperson.

9-3. The Commission shall keep a set of minutes of each meeting, and these minutes shall become a public record.

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

ARTICLE X – PUBLIC HEARING

10-1. The procedures normally followed for a public hearing involving a rezoning application, use permit, etc., amendment of the Zoning or Subdivision Ordinance, or matter other than the consideration of the comprehensive plan or part thereof, shall be:

10-1-1. Call to order; determination of quorum.

10-1-2. Description of properties in issue.

10-1-3. Applicant's presentation including witnesses in support of application (fifteen minutes).

10-1-4. Interested witnesses' presentation in opposition to application (twenty minutes).

10-1-5. Applicant's rebuttal (five minutes).

10-1-6. The normal time limitations are set forth in parentheses, but may be shortened or extended as determined by the Planning Commission.

10-1-7. Planning Commission discussion and action.

10-1-8. An applicant may appear in his own behalf, or be represented by an attorney or agent at the hearing.

10-1-9. In the absence of a personal appearance by the applicant or his agent, the Planning Commission may proceed to dispose of the application on the record before it.

10-2. The Planning Commission shall publish a notice of public hearing at least once a week for two consecutive weeks in a newspaper of general circulation prior to conducting the hearing.

10-3. The procedures normally followed for a hearing involving consideration of the comprehensive plan or a part thereof shall be:

10-3-1. Call to order, determination of a quorum.

10-3-2. Description of area under study, together with presentation, by the Planning Commission or its representative of recommendations for development of the area.

10-3-3. Call by Chairman for names of interested parties who wish to speak to the proposed plan.

10-3-4. Presentation by interested parties to the proposed plan. (Time limitations as announced by the Chairman.)

10-3-5. Planning Commission – staff discussion of the proposed plan.

10-3-6. Planning Commission discussion and action.

10-4. The Planning Commission shall keep a set of minutes of all meetings, including the names and addresses of all witnesses giving testimony before the Planning Commission.

ARTICLE XI – CORRESPONSDENCE

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

ARTICLE XII – AMENDMENTS

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

The Town of HAYMARKET
Established in 1799

County of Prince William

HISTORIC DISTRICT

BY LAWS AND RULES OF PROCEDURE

FOR

THE ARCHITECTURAL REVIEW BOARD

Adopted by the Haymarket ARB Committee December 16, 2012

Adopted by the Haymarket Architecture Review Board by a quorum present, upon a roll call vote, as follows:

Motion By: XXXXX
Seconded By: XXXXXXX
Voting Aye: XXXXXXXX
Voting Nay: XXXXX
Absent: 0
Abstain: 0

Done this 16th Day of December 2012 ATTEST:

Chair

Secretary

Post Office Box 1230 · Haymarket, Virginia 20168 · 703-753-2600 Fax 703-753-2800

Article 1. Name

The official title of this Board is the Haymarket Architectural Review Board, also known by the abbreviation "ARB."

Article 2. Origin, Authority and Purpose for the ARB

A. Origin and Authority. The ARB was authorized by vote of the Haymarket Town Council in 1994, to oversee and administer Town regulations concerning physical changes within its Historic District Overlay, and to assist the Council in its efforts to preserve and protect historic places and areas in the Town, pursuant to Section 15.1-503.2 of the Code of Virginia (the current citation is Va. Code Ann. §15.2-2306 (2003)) which authorized local governments to establish such historic districts and review boards. The ARB was established as Part 3 of Article 19 of the Town Zoning Ordinance; the Town Zoning Ordinance itself is Chapter 112 of the 1994 Code of the Town of Haymarket.

B. Purpose. Pursuant to Section 19-301 of the Zoning Ordinance, the purpose of the ARB is to administer the regulations of Historic Overlay Districts of the Zoning Ordinance, and to advise and assist the Town Council in its efforts to preserve and protect historic, architectural, and archeological resources in Haymarket. To carry out those purposes, the ARB adopted the following bylaws and rules of procedure to facilitate the performance of its duties and the exercise of its powers as set forth in Chapter 112, Zoning, of the Code of the Town of Haymarket (1994), as amended.

Article 3. Members, Officers, and Duties

A. Appointment of Members. Members of the ARB are appointed by Town Council in accordance with Section 19-303 of the Zoning Ordinance. Subject to periods of time to fill vacancies, the ARB shall have a minimum of five (5) voting Members, consisting of one (1) Town Council Member, one (1) certified architect, and at least three (3) other members drawn from concerned Town residents. All members shall be residents of the Town of Haymarket with the exception of the certified architect, which can be contracted by Town Council if a town resident architect cannot be found. More members can be appointed as deemed appropriate by Town Council.

B. Chair. A Chair shall be elected by the ARB, by majority vote, from among its members. The term of the Chair shall be for one year beginning as of the first meeting in January of each year, or until a successor is elected, and the Chair shall be eligible for reelection. The Chair shall preside over meetings of the ARB, decide all matters of order and procedure, subject to the rules and bylaws of the ARB, unless directed otherwise by a majority of the ARB in session at the time, and in the case of applications brought before the full ARB, the Chair shall execute all Certificates of Appropriateness and rulings issued on behalf of the full ARB, Any reference to the Chair in these bylaws shall be considered to include a reference to the Vice-Chair or Acting Chair when appropriate to the context in which the reference is made.

C. Vice-Chair. A Vice-Chair shall be elected by the ARB from among its members in the same manner as the Chair. The Vice-Chair shall act for the Chair in the Chair's absence. In the event the Chair is not available to execute any Certificates of Appropriateness or rulings issued on behalf of the full ARB pertaining to matters decided by the ARB and presided over by the Chair, the Vice-Chair may execute the same if the Vice-Chair was present at the ARB's meeting at which such matters were decided.

D. Town Council Liaison. One of the ARB members appointed by the Town Council will be a Town Council member. They will act as the liaison between the ARB and Council. All Council requests and ARB recommendations will be communicated through the liaison.

E. Planning Commission (PC) Liaison. Preferably, one of the appointed ARB members will also be an appointed PC Board member to act as a liaison between the boards. Under any circumstance that a PC member can't reside on the ARB, an ARB member will be elected by majority vote, from among its members. The term of the PC liaison shall be for one year beginning as of the first meeting in January of each year, or until a successor is elected, and the Chair shall be eligible for reelection. The PC liaison will attend the PC meetings and establish a communication channel with the PC chair. All requests, recommendations, information exchanges will be communicated through the liaison.

F. Board Architect. One of the appointed ARB members must be a certified architect. Their primary role will be to assist the ARB by noting issues associated with the design and size complexities of which only a trained professional would be aware.

G. Secretary. A Town employee, the Town Clerk, acts as Secretary to the ARB. The Secretary, subject to the direction of the Chair and the ARB, shall keep all records, serve notice to all members of all meetings, prepare an agenda for such meetings, conduct all correspondence of the ARB, and generally supervise the clerical work of the ARB. The Secretary shall keep the minutes of each meeting of the ARB and files them as the Town Clerk. These minutes shall show the record of all important facts pertaining to every meeting and hearing, every resolution acted upon by the ARB, and the total vote for or against any resolution or other matter, indicating the names of members absent or failing to vote. The Secretary shall prepare all Certificates of Appropriateness issued by the ARB or the Agent. The Secretary shall notify the Town Clerk promptly if any vacancy occurs in the membership of the ARB.

H. Acting Chair. In the event that neither the Chair nor the Vice-Chair is present at the starting time for any meeting, the Secretary shall call for nominations for an Acting Chair. Any member may nominate any other member present for the position. No second shall be required for a nomination. Upon the nomination duly secured, and if there are no other nominations, the members present shall vote. The nominee that is elected shall be the Acting Chair for the remainder of the meeting or until the Chair or the Vice-Chair is present.

I. Annual Review. The ARB shall review all policies, meeting procedures, and bylaws annually for relevance and revise them as appropriate.

J. Committees. The Chair may appoint any temporary committee the Chair deems necessary to assist the ARB in carrying out its duties. Any standing committee shall be appointed by the ARB. Any committee shall consist only of ARB members.

Article 4. Application Procedure

A. ARB Assistance. The applicant shall consult with the Secretary to determine if the proposed activity is eligible for review and that the application is complete.

B. Applications. All applications for Certificates of Appropriateness must be submitted to the Secretary at least fifteen (1 5) business days prior to the next meeting of the ARB, in order to allow staff and the ARB adequate time to study the application, Applications eligible for review and approval by the Agent may be submitted at any time.

C. Content of Applications. Applications for Certificates of Appropriateness must be on forms provided by the Secretary. Applications must be in sufficient detail to inform the ARB of the nature of such work and must be accompanied by sketches, drawings, photographs, specifications, descriptions, etc., of the proposed work.

D. Notice to Abutting Landowners. At least one week prior to the meeting at which the matter will be heard, the Secretary may mail notices to the owners of land abutting and directly across the street or alley from the property where the work is proposed, Failure to comply with the requirements of this subsection shall not prevent the ARB from taking action on a matter or otherwise prevent action by the ARB.

Article 5. Meetings

Article 6. Meetings

A. Regular Meetings. Unless otherwise notified, regular meetings of the ARB shall be held on the third Wednesday of each month at 7:00 p.m., in the Town Hall meeting room. The annual meeting for the election of officers of the ARB shall be held at the regular meeting in the month of December.

B. Special Meetings. Special meetings of the ARB may be called at any time by the Chair by notice given personally to each member or left at the member's place of residence not less than twenty-four (24) hours prior to the time fixed for the meeting. If all members of the ARB are present at the special meeting, then the requirements as to prior notice shall be deemed to be waived.

C. Quorum. Three fifths (3/5) of the members of the ARB shall constitute a quorum. This number of members must be present for consideration of any matters.

D. Voting. Any action taken shall require the affirmative vote of a majority of the voting members in attendance of a properly called matter.

E. Conflict of Interest. Members shall exempt themselves from taking part in the hearing, consideration, or determination of any application in which the Member or any of their immediate family have personal of financial interest as governed by Article 7, Code of Ethics.

F. Rules of Procedure. Procedural matters of the ARB, including the rules for conducting public meetings of the ARB, which are not otherwise governed by ordinance, regulation, or statute, shall be carried out in accordance with latest revised edition of Roberts Rules of Order.

G. Conduct of Meetings. All meetings shall be open to the public; provided, however, that closed meetings may be held in compliance with the Virginia Freedom of Information Act. The order of business for meetings shall be determined by the ARB.

1. Meeting Agenda. A typical regular meeting Agenda is as follows:
    - **Call to order** – Role call is taken and quorum determination is made
    - **Citizens Time** – Concerns by town residents with respect to ARB performance is heard
    - **Minute Approval** – previous meeting minutes are reviewed and approved for record
    - **Application Review** – All submitted Certificate of Appropriateness (COA) applications are reviewed
    - **Town Council Update** – the TC Liaison updates the ARB with TC activities/concerns/requests.
    - **Planning Commission Update** – the PC Liaison updates the ARB to PC activity
    - **New Business** – Any new business raised for to the ARB is discussed and resulting tasks are assigned
    - **Old Business/Tasks** – Tabled or uncompleted Business/Tasks are reviewed and updated
    - **Adjournment**
2. COA Application Review Procedure. Applicants or other interested persons may appear in person or by agent at the meeting. The order of business for consideration of applications for action by the ARB shall be as follows:
    - The Chair, or such person as she or he shall direct, shall give a preliminary statement concerning the application;
    - The applicant may present statements in support of his or her application;
    - Members of the public other than the applicant either in favor or opposed to granting the application may present statements concerning the application;
    - Statements or arguments submitted by any official of the Town, any state agency, or any local historical, preservation or neighborhood association shall be presented as directed by the Chair;
    - ARB members, including the Chair, may discuss the application;
    - An ARB member, other than the Chair, may introduce a motion. The names of the ARB members making and seconding motions shall be recorded.
    - Procedures may be modified by the ARB.

H. Findings. The ARB may, in its discretion, view the premises and obtain additional facts concerning any application before making a decision on an application. All decisions of the ARB shall be supported by appropriate findings of fact in the record.

I. Decisions. The ARB bases its decisions using the "Town of Haymarket Architectural Review Board Design Guidelines" approved by the Town Council. It considers all factors and principles of the architectural design with regard to the immediate area when making a decision.

1. Approvals. Once an application has been approved by the ARB, a Certificate of Appropriateness bearing the date of issuance and the nature of the work approved shall

be sent or given to the Applicant within two business days of approval, or as soon as possible thereafter.

2. Disapproval. In case of disapproval of an application, the ARB shall briefly state its reasons in writing, and may make recommendations to the applicant.
3. Rehearing and Appeals. If an application is disapproved, the applicant can modify and resubmit their application to the ARB or appeal and be heard before the Town Council. Details for these procedures can be found in the "Town of Haymarket Architectural Review Board Design Guidelines"

Article 7. Code of Ethics

The code of ethics in the National Alliance of Preservation Commissions Code of Ethics for Commissioners and Staff shall guide the ARB and Staff in all cases in which they are applicable and to the extent such code of ethics is not inconsistent with the Code of Virginia (1950), as amended, including the State and Local Government Conflict of Interests Act, section 2.2-3100, et seq., and the Code of the Town of Haymarket (1994), as amended.

Article 8. Amendments

These bylaws may, within the limits allowed by law, be amended at any time by an affirmative vote of not fewer than five (3/5) members of the ARB, provided that such amendment shall have first been presented to the membership in writing at a regular or special meeting at which the vote is taken.

Adopted by the Town of Haymarket Architectural Review Board on this 16th day of December, 2012.