



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ AGENDA ~

Kenneth Luersen,  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

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Wednesday, May 18, 2016

7:00 PM

Council Chambers

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### 1. Call to Order

### 2. Citizens Time

### 3. Minutes Approval

- i. Architectural Review Board - Regular Meeting - Mar 16, 2016 7:00 PM
- ii. Architectural Review Board - Work Session - Mar 16, 2016 6:00 PM

### 4. Certificate of Appropriateness

- i. 15026 Washington Street - Exterior Paint & Signs
- ii. 15201 Washington Street - Iron Fence
- iii. 14942 Greenhill Crossing Drive - Shed
- iv. 14650 Washington Street - Exterior Paint & Deck

### 5. Town Council Update

### 6. Planning Commission Update

### 7. New Business

### 8. Old Business

- i. ARB Monthly Task List

### 9. Adjournment



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ MINUTES ~

Kenneth Luersen,  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, March 16, 2016

7:00 PM

Council Chambers

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

Chair Kenneth Luersen called the meeting to order.

### 1. Call to Order

Chair Kenneth Luersen: Present, Architect John Parham: Present, Councilwoman Susan Edwards: Present, Board Member Nicole Zimnoch: Present, Board Member Robert Day: Present, Commissioner Connor Leake: Present.

### 2. Citizens Time

*No public comment*

### 3. Minutes Approval

i. Architectural Review Board - Regular Meeting - Jan 20, 2016 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Connor Leake, Commissioner
<b>AYES:</b>	Luersen, Parham, Edwards, Zimnoch, Day, Leake

### 4. Certificate of Appropriateness

i. Amend the Agenda

Move to amend the agenda by adding a Certificate of Appropriateness for a fence to be located at 15201 Washington Street - Shoppes @ Haymarket

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Kenneth Luersen, Chair
<b>SECONDER:</b>	Susan Edwards, Councilwoman
<b>AYES:</b>	Luersen, Parham, Edwards, Zimnoch, Day, Leake

ii. 6762 Sycamore Park Drive - Deck and Fence

Certificate of Appropriateness approved with no exception.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Connor Leake, Commissioner
<b>AYES:</b>	Luersen, Parham, Edwards, Zimnoch, Day, Leake

iii. 6740 Fayette Street - Replace Windows and Doors

Move to approve the Certificate of Appropriateness for the property located at 6740 Fayette Street, for the replacement of 27 windows and 3 doors. The approval includes the following:

- Replacement windows must have external mullions representation
- Replacement doors must have external mullions representation
- Replacement doors and windows must be painted white as indicated in the application

Minutes Acceptance: Minutes of Mar 16, 2016 7:00 PM (Minutes Approval)

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Connor Leake, Commissioner
<b>AYES:</b>	Luersen, Parham, Edwards, Zimnoch, Day, Leake

iv. **15201 Washington Street - Fence**

Move to Table until Wednesday, April 20th 2016.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Connor Leake, Commissioner
<b>SECONDER:</b>	Susan Edwards, Councilwoman
<b>AYES:</b>	Luersen, Parham, Edwards, Zimnoch, Day, Leake

## 5. Town Council Update

Councilwoman Edwards updates the ARB.

On Monday, March 16th Chick-fil-A held its groundbreaking ceremony. They are on a 18 week scheduled and slated to open on August 1st 2016.

Mr. Landry who owns the QBE building would like to move the old police department structure to his property right next door and it would house a new town business. A gentleman from Middleburg is proposing to dismantle the structure and move it to a new location.

The SCC held its hearing on Monday, March 16<sup>th</sup> in regards to the power lines. The gentleman that was running the discussion was very open. May 2<sup>nd</sup> will be the next hearing. I highly recommend all ARB members attend and speak at that meeting.

## 6. Planning Commission Update

Commissioner Leake updates the ARB.

Mr. Coffee from the Berkeley Group came and spoke at the Planning Commission meeting in regards to the Zoning Ordinance. He went over some changes that are being recommended by the Berkeley Group. The PC will review those changes and we will meet Mr. Coffee at our next scheduled PC meeting.

The Sign Ordinance was just passed. However, it has gone back to the Town attorney due to some recent Supreme Court decisions. Mr. Martin will make the necessary changes based upon the recent Supreme Court decisions. Once those changes are made there will be a public hearing on the PC side as well as Council side and most likely a joint hearing.

Mr. Guy Gravett has submitted a site plan for the 23 acre Fairgrounds property.

There has been word that there may be some potential buyers for the Payne Lane property. However, there is nothing concrete.

## 7. New Business

Town Planner/Zoning Administrator Marchant Schneider updates the ARB

Phase II of the Villages of Haymarket lots 51 & 52 foundation will happen either this week or next week.

The second phase of Haymarket Iceplex has started the second sheet of ice for the ice rink should be happening soon.

Council is looking at passing blight ordinance to address some the properties and structures here in town.

On the Fairgrounds property, "Lidel" grocer which is a cross between a Trader Joe's and Harris Teeter is one of the business slated to be built as well as a 150 room hotel behind CVS which will back to 66.

VRE is looking to extend their rail plans. We meet with the planning group and actually walked through some potential sites in town and outside of town.

### 8. Old Business

#### i. ARB Task List

Chair Luersen updates the ARB on the Task List.

The only thing on the Task List that could become active is the town signs. After meeting with Shaun Butcher, Director of the Journey Through Hallowed Ground project, I would like to try to move forward. I would also like to Incorporate some type of partnership or branding with them. Maybe they have a insignia they would like for us to use and incorporate in our town signs.

I will have some ideas aligned for the next ARB meeting.

### 9. Adjournment

#### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Connor Leake, Commissioner
<b>SECONDER:</b>	Nicole Zimnoch, Board Member
<b>AYES:</b>	Luersen, Parham, Edwards, Zimnoch, Day, Leake

Submitted:

Approved:

\_\_\_\_\_  
Denise Andrews, ARB Clerk

\_\_\_\_\_  
Ken Luersen, ARB Chair

Minutes Acceptance: Minutes of Mar 16, 2016 7:00 PM (Minutes Approval)





# Architectural Review Board

15000 Washington Street, Suite

Haymarket, VA 20169

## Work Session

<http://www.townofhaymarket.org/>

### ~ Minutes ~

Kenneth Luersen

Wednesday, March 16, 2016

6:00 PM

Council Chambers

## 1. Call to Order

Chair Kenneth Luersen: Present, Architect John Parham: Absent, Councilwoman Susan Edwards: Present, Board Member Nicole Zimnoch: Present, Board Member Robert Day: Absent, Commissioner Connor Leake: Absent.

## 2. Public Portion

### i. Information Item (ID # 2753)

Journey through Hallowed Ground - Gateway/Wayfinding Signs

COMMENTS - Current Meeting:

Mr. Sean Butcher, Director of the National City By-Way, Journey Through Hallowed Ground Partnership is here this evening for this Architectural Review Board Work Session

ATTACHMENTS:

- ARB JTHG Presentation (PDF)

## 3. Adjournment

Minutes Acceptance: Minutes of Mar 16, 2016 6:00 PM (Minutes Approval)



TO: Architectural Review Board  
SUBJECT: 15026 Washington Street - Exterior Paint & Signs  
DATE: 05/18/16

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Brenda Solomon and Karla Myre the owners of The Copper Cricket would like to refresh the building located at 15026 Washington Street by adding two business wall signs and also painting the front door as well as the window shutters.

**ATTACHMENTS:**

- 15026 Washington Street - Exterior Paint and Signs (PDF)



RECEIVED  
MAY - 9 2016  
TOWN OF HAYMARKET

# ZONING PERMIT APPLICATION

ZONING PERMIT #: 2P2016-017

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: The Copper Cricket, LLC

PROPOSED USE: Retail/Consignment Size (Sq. Ft./Length) of Construction: \_\_\_\_\_

SITE ADDRESS: 15026 Washington St, Haymarket 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: \_\_\_\_\_ Spaces Provided: \_\_\_\_\_

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.)

The Copper Cricket would like to refresh the building with two signs. Both will cover up damage on the building. Also to paint the shutters and doors to improve the overall appearance of the building

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

FEE:  \$25.00 Residential  \$50.00 Commercial

PAID MAY - 9 20

## CERTIFICATE OF APPROPRIATENESS

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

We propose to paint the door Tansy Green from Sherwin Williams and the shutters tricorn black. See attached pictures for sign design.

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

### PERMIT HOLDER INFORMATION

Brenda Solomon / Karla Myre  
Name

5957 Callie Furnace Ct  
Address

Manassas VA 20112  
City State Zip

### PROPERTY OWNER INFORMATION

Town of Haymarket  
Name

15026 Washington St.  
Address

Haymarket VA 20169  
City State Zip

**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.

Brenda G. Solomon Kaita Myer  
Applicant Signature

Bi R. Myer  
Property Owner Signature

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

Date Filed: May 09, 2016 Fee Amount: \$ 50.00 Date Paid: 5-9-16

**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:  
\_\_\_\_\_  
\_\_\_\_\_

Attachment: 15026 Washington Street - Exterior Paint and Signs (2797 : 15026 Washington Street - Exterior Paint & Signs)



# SIGN SPECIFICATION SHEET

**SIGN 1:**

Type of Sign:  Wall  Hanging  Freestanding  Menu  Individual Letter  Window  
 Other The Copper Cricket

Height above Ground at Signs: Lower Edge: \_\_\_\_\_ Upper Edge: \_\_\_\_\_

Height of Sign Structure: 19" Sign Width: 1 1/2" Length: 11' Area in Sq Ft: \_\_\_\_\_

Number of Faces: 1 Sign Material/Color/Font: Compressed wood w/vinyl wrap

Location of Sign (Include photo): Front. Above door (wood MDO)

Lighting Type/Fixture (No internal illumination is allowed): Ø

**SIGN 2:**

Type of Sign:  Wall  Hanging  Freestanding  Menu  Individual Letter  Window  
 Other Consignment shop

Height above Ground at Signs: Lower Edge: \_\_\_\_\_ Upper Edge: \_\_\_\_\_

Height of Sign Structure: 44" Sign Width: 1 1/2" Length: 36" Area in Sq Ft: \_\_\_\_\_

Number of Faces: 1 Sign Material/Color/Font: Compressed wood w/vinyl wrap

Location of Sign (Include photo): Front; right side of building (wood MDO)

Lighting Type/Fixture (No internal illumination is allowed): Ø

**SIGN 3:**

Type of Sign:  Wall  Hanging  Freestanding  Menu  Individual Letter  Window  
 Other Logo - The Copper Cricket Consignment Shop

Height above Ground at Signs: Lower Edge: \_\_\_\_\_ Upper Edge: \_\_\_\_\_

Height of Sign Structure: 36" Sign Width: - Length: 24" Area in Sq Ft: \_\_\_\_\_

Number of Faces: 2 Sign Material/Color/Font: metal

Location of Sign (Include photo): temporary daily display on Washington St

Lighting Type/Fixture (No internal illumination is allowed): Ø

**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 illumination is allowed): \_\_\_\_\_

Attachment: 15026 Washington Street - Exterior Paint and Signs (2797 : 15026 Washington Street - Exterior Paint & Signs)

# White Trim







Attachment: 15026 Washington Street - Exterior Paint and Signs (2797 : 15026 Washington Street - Exterior Paint & Signs)

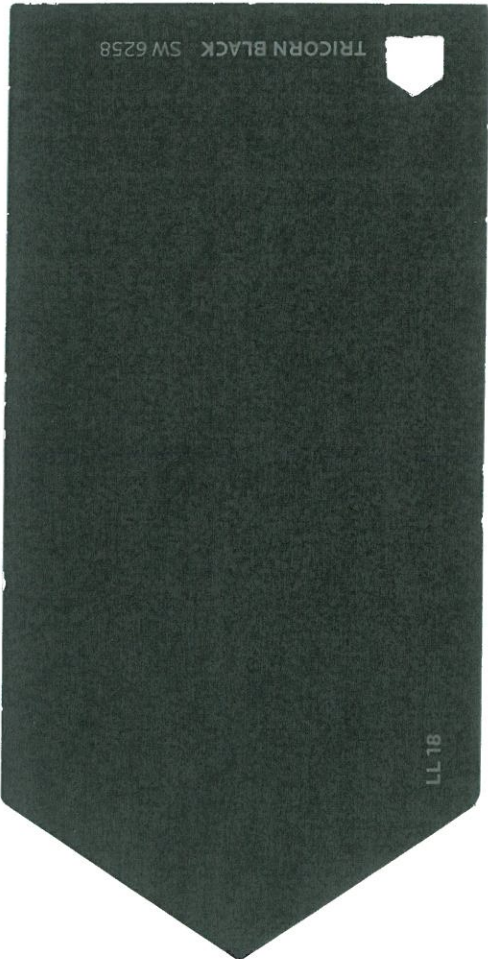
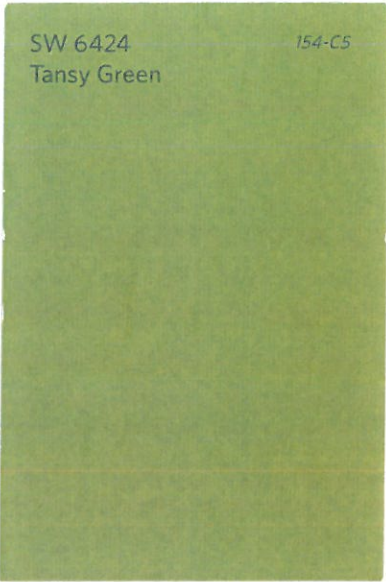
# the Copper Cricket

(1) 19"x11' Wood (single-sided)  
Black Lettering  
\$275.00 (plus tax)



(1) 44"x36' Wood (single-sided)  
Black Lettering





Attachment: 15026 Washington Street - Exterior Paint and Signs (2797 : 15026 Washington Street - Exterior Paint & Signs)



TO: Architectural Review Board  
SUBJECT: 15201 Washington Street - Iron Fence  
DATE: 05/18/16

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Mr. & Mrs. Jerry Leaberry owners of the property located at 15201 Washington Street would like to install a 4 foot black iron fence to match existing fence.

**ATTACHMENTS:**

- 15201 Washington Street - Iron Fence (PDF)



RECEIVED  
MAR - 7 2016  
TOWN OF HAYMARKET

### ZONING PERMIT APPLICATION

ZONING PERMIT #: 2 Pa 016-004

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: Shoppes at Haymarket (15201 Wash)

PROPOSED USE: 268 Linear FT 4' Black Size (Sq. Ft./Length) of Construction: Aluminum Fence

SITE ADDRESS: Leaberry Way 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: \_\_\_\_\_ Spaces Provided: \_\_\_\_\_

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.)  
4' black iron fence to match existing fence

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

FEE:  \$25.00 Residential  \$50.00 Commercial PAID MAR - 7 2016

### 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		PROPERTY OWNER INFORMATION	
<u>Karen H Weldon</u>		<u>Pat &amp; Jerry Leaberry</u>	
Name		Name	
<u>PO. 1146</u>		<u>Same</u>	
Address		Address	
<u>Haymarket, VA</u>	<u>20168</u>	City	State Zip
City State Zip		City	State Zip
<u>703-987-8050</u>		Phone#	Email
Phone#	Email	Phone#	Email

Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)

**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.

*Karen H. Weldon*

*Karen H. Weldon*

Applicant Signature

Property Owner Signature

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

Date Filed: 3-7-16 Fee Amount: \$50 Date Paid: 3-7-16

DATE TO ZONING ADMINISTRATOR: 3-7-2016

APPROVED  DISAPPROVED  TABLED UNTIL: \_\_\_\_\_  DEFERRED UNTIL: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT

CONDITIONS:

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): 3-16-2016

APPROVED  DISAPPROVED  TABLED UNTIL: 4/20/16  DEFERRED UNTIL: \_\_\_\_\_

*Kent M L*

*Kenneth M Luersen*

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINT

CONDITIONS:

DATE TO TOWN COUNCIL (IF APPLICABLE): N/A

APPROVED  DISAPPROVED  TABLED UNTIL: \_\_\_\_\_  DEFERRED UNTIL: \_\_\_\_\_

TOWN COUNCIL {where required):

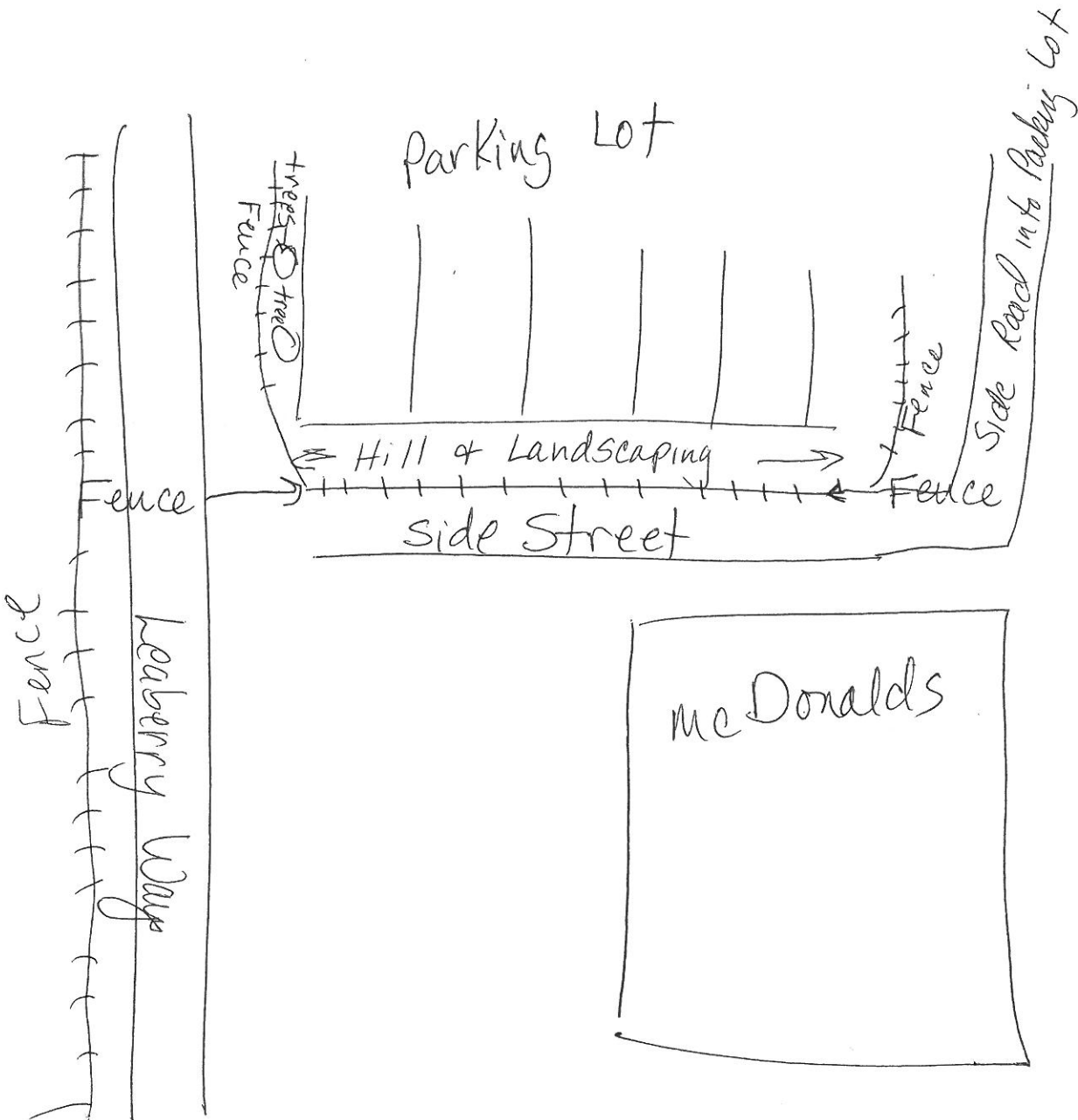
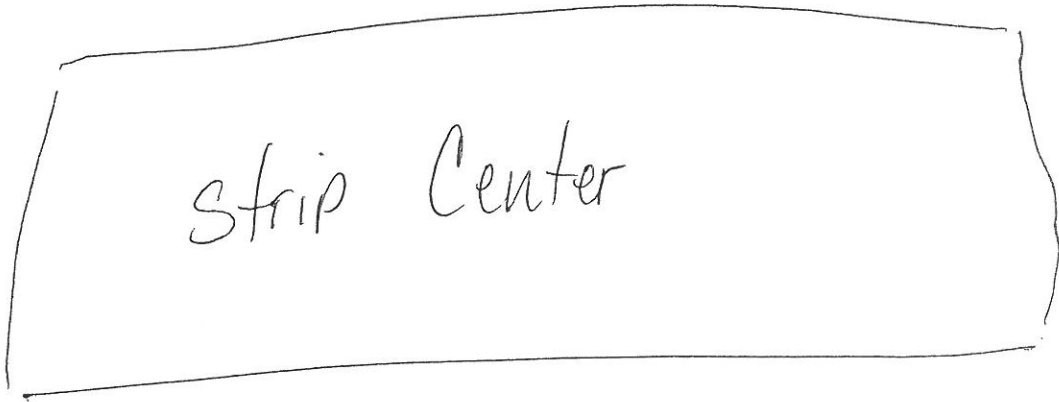
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SIGNATURE

\_\_\_\_\_  
PRINT

CONDITIONS:

Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)







Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)  
S E J ... V W

Behind McDonald's



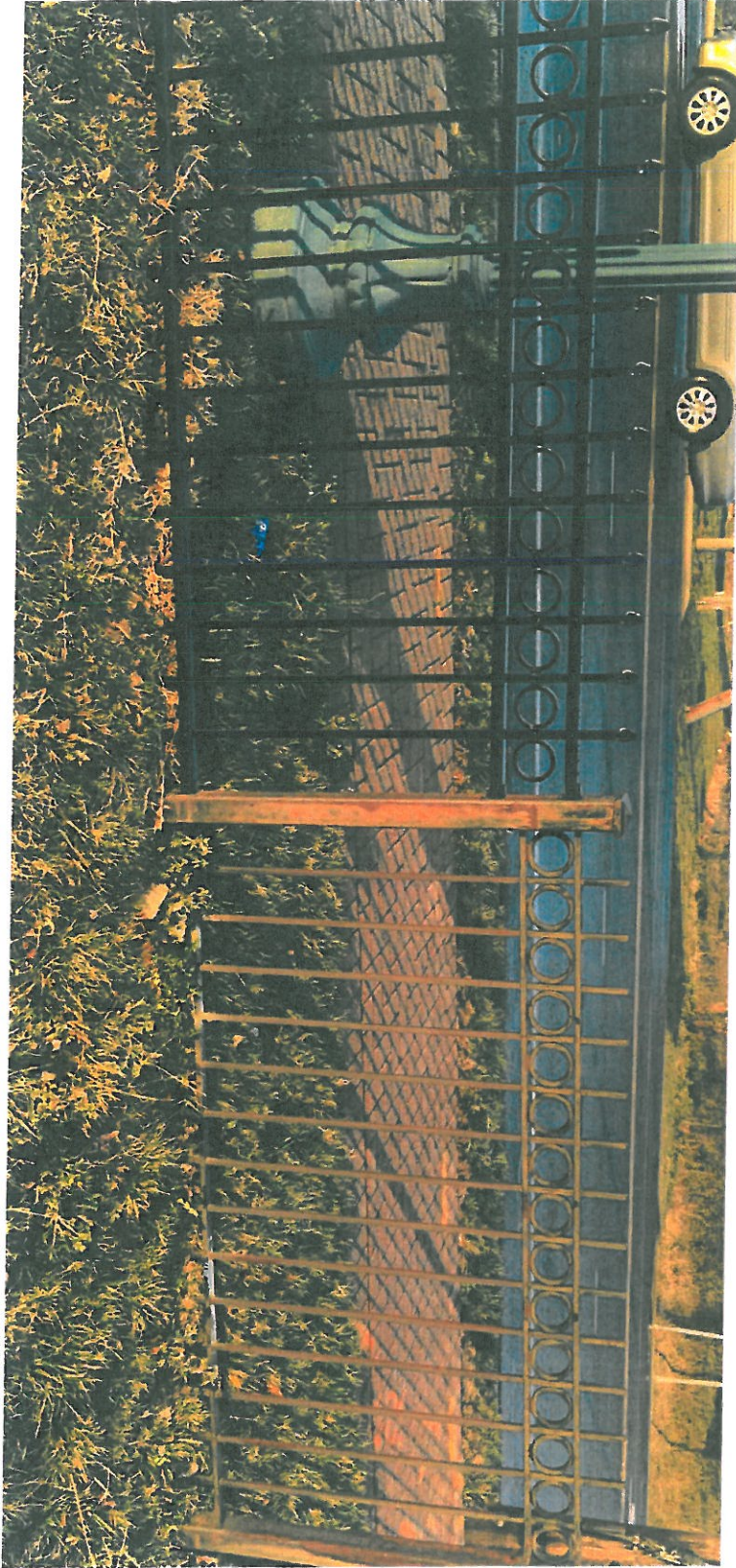


Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)

15201 Washington Street - Iron Fence

Leaberry Way





Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)





Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)





Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)





Attachment: 15201 Washington Street - Iron Fence (2800 : 15201 Washington Street - Iron Fence)



TO: Architectural Review Board  
SUBJECT: 14942 Greenhill Crossing Drive - Shed  
DATE: 05/18/16

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Mr. Ivan Zupan property owner at 14942 Greenhill Crossing Drive would like to have a prefabricated shed added to the back rear right side of his home. The color of the shed would match the existing home.

**ATTACHMENTS:**

- 14942 Greenhill Crossing Drive - Shed (PDF)





RECEIVED

MAY 13 2016

TOWN OF HAYMARKET

# ZONING PERMIT APPLICATION

ZONING PERMIT #: ZP2016-018

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: IVAN ZUPAN

PROPOSED USE: Storage Shed Size (Sq. Ft./Length) of Construction: 8' x 10'

SITE ADDRESS: 14942 Greenhill Crossing Drive Parcel ID #: Lot 14, Sec. 9

Subdivision Name: Greenhill Crossing Lot Size: 12,801 SQ ft.

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: N/A Spaces Provided: N/A

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.)  
Shed

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

FEE:  \$25.00 Residential  \$50.00 Commercial PAID MAY 13 2016

## CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (i.e. color, type of material, font, style, etc. See Sign Spec Sheet for Signage detail)  
see attachments: HOA approval letter, plat with proposed location of shed, spec document of shed

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

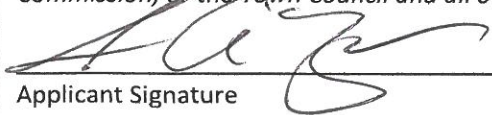
PERMIT HOLDER INFORMATION			PROPERTY OWNER INFORMATION		
<u>IVAN ZUPAN</u>			<u>SAME</u>		
Name			Name		
<u>14942 Greenhill Crossing Drive</u>			Address		
Address			Address		
<u>Haymarket, VA</u>	<u>20169</u>		City	State	Zip
City	State	Zip	City	State	Zip
<u>703-819-6908</u>	<u>ivan.zupan@hotmail.com</u>		Phone#	Email	
Phone#	Email		Phone#	Email	
<u>703-753-7818</u>					
(cell)					
(home)					

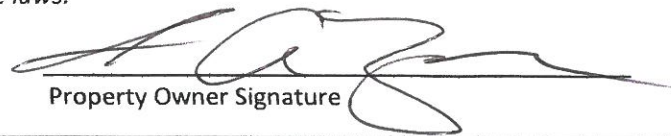
Attachment: 14942 Greenhill Crossing Drive - Shed (2801 : 14942 Greenhill Crossing Drive - Shed)

**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: 5-13-16 Fee Amount: 25 Date Paid: 5-13-16

**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: \_\_\_\_\_

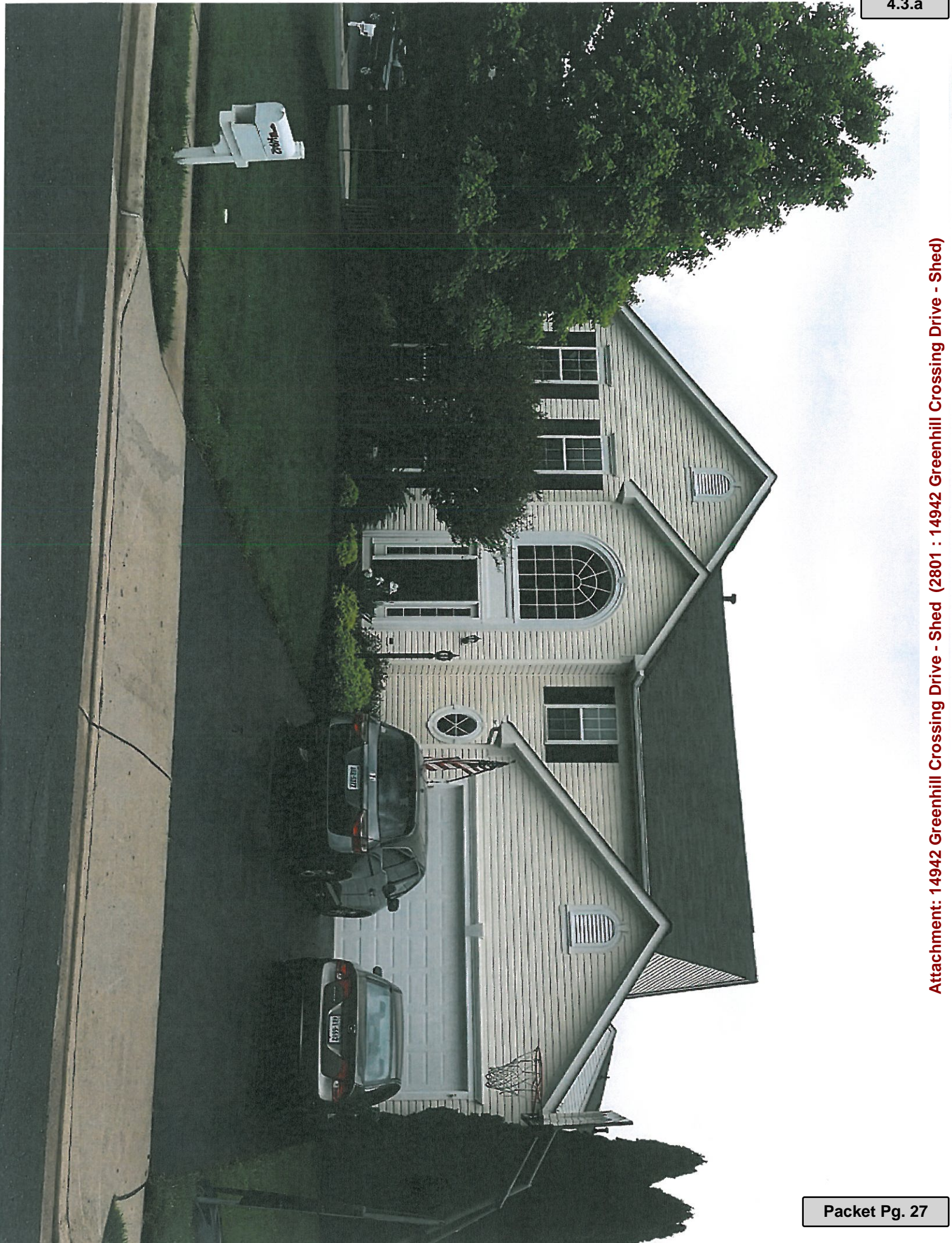
TOWN COUNCIL (where required):

\_\_\_\_\_  
SIGNATURE PRINT

CONDITIONS:

Attachment: 14942 Greenhill Crossing Drive - Shed (2801 : 14942 Greenhill Crossing Drive - Shed)





Attachment: 14942 Greenhill Crossing Drive - Shed (2801 : 14942 Greenhill Crossing Drive - Shed)





SEQUOIA MANAGEMENT COMPANY, INC. • 13998 PARKEAST CIRCLE • CHANTILLY, VIRGINIA 20151-2283 • 703-803-9641 • FAX 703-968-0936  
www.sequoiamanagement.com

April 27, 2016

Ivan Zupan  
14942 Greenhill Crossing Drive  
Haymarket, VA 20169

REF: Greenhill Crossing Architectural Improvement Request for  
14942 Greenhill Crossing Drive, Haymarket, VA 20169

Dear Mr. Zupan,

Please be advised that your application to **build a storage shed**, at the above referenced property, has been approved by the Greenhill Crossing Community Association Architectural Review Committee (ARC).

A copy of your approved application is enclosed. Please retain this letter for your records.

Feel free to contact me at 703-803-9641 or by e-mail to [kwalent@sequoiamgmt.com](mailto:kwalent@sequoiamgmt.com) should you have any questions.

Sincerely,  
**SEQUOIA MANAGEMENT COMPANY, INC.**

Kervi Walent  
Administrative Assistant

Enclosure: Approved Application

Attachment: 14942 Greenhill Crossing Drive - Shed (2801 : 14942 Greenhill Crossing Drive - Shed)



GREENHILL CROSSING  
COMMUNITY ASSOCIATION ARCHITECTURAL  
REVIEW COMMITTEE (ARC)  
ARCHITECTURAL IMPROVEMENT REQUEST

Name: IUAN A. ZUPAN Section: 9 Lot: 14  
Address: 14942 GREENHILL CROSSING DR. Phone (H): 703-753-7818  
Start/Completion Dates: MAY 2016 (W): 703-819-6908  
Application for: STORAGE SHED, 8' x 10', A FRAME

Please provide a complete, detailed description of the proposed change, including sketches, drawings, written description and show the location of the modification on a copy of the site plan (plat) for the property. Refer to the Guidelines for the information that is to be supplied.

Signatures of adjacent property owners, plus other property owners who have a view of the change. **Four (4) signatures are required.** Signature indicates awareness, not approval or disapproval of the proposed change.

Name: DAVID BROOKS Lot: 15 Address: 14938 GREENHILL CROSSING DR.  
Name: PAUL VICK Lot: 13 Address: 6833 ST. PAUL DR.  
Name: TOM LINDERMAN Lot: 19 Address: 14939 GREENHILL CROSSING DR.  
Name: William Lake Lot: 29 Address: 16336 ST. PAUL DR.

(I acknowledge having read the stipulations listed on page 2 of this form.)

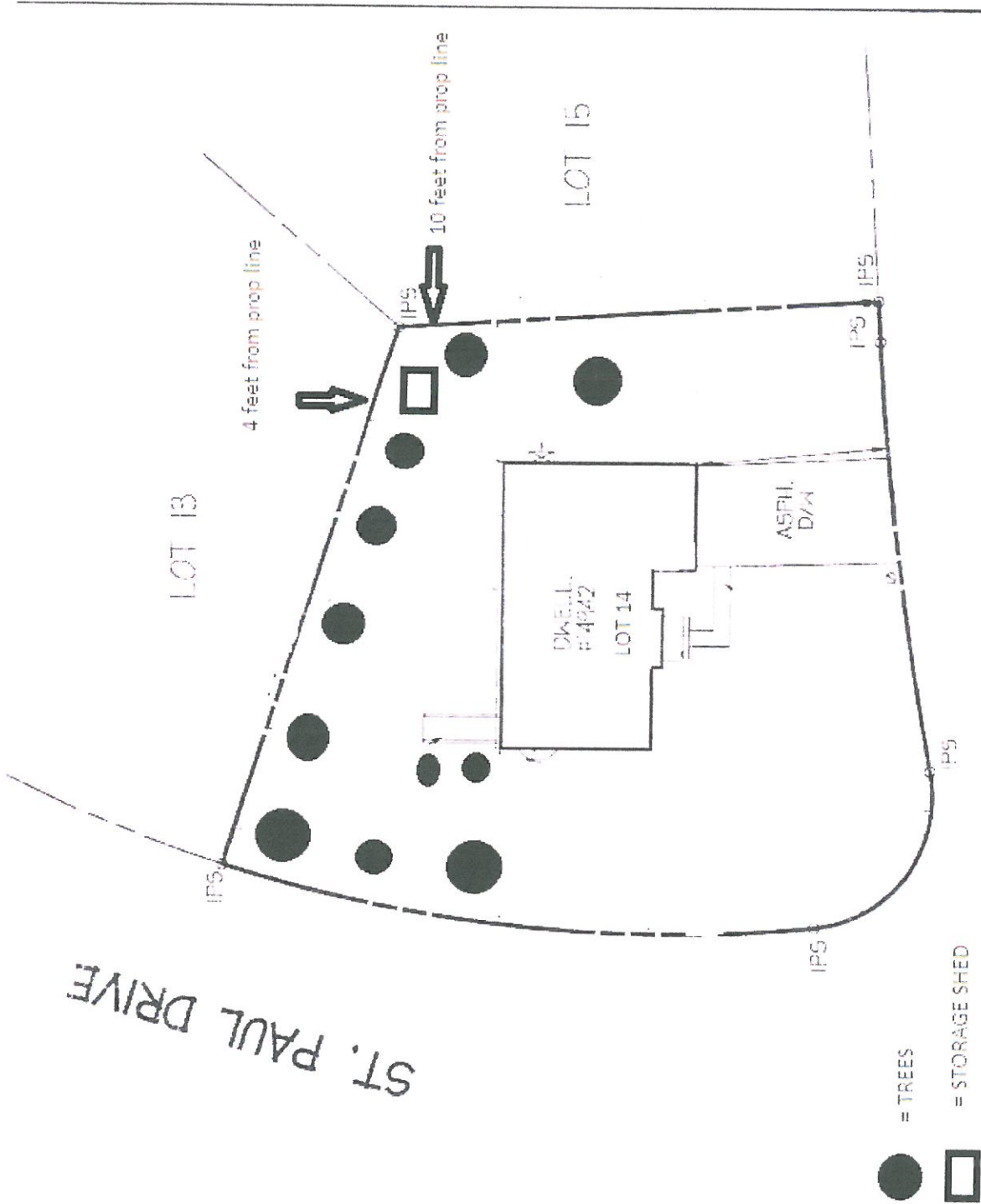
Owner's Signature: [Signature] Date 4/9/2016

ARC ACTION:  
Approved  Approved with Conditions/Stipulations \_\_\_\_\_ Disapproved \_\_\_\_\_

Comments/Stipulations: \_\_\_\_\_

Signed [Signature] Date 07 APR 2016  
Signed [Signature] Date 07 APR 2016  
Signed [Signature] Date 4/17/16  
Signed [Signature] Date 4/25/16  
William - Lake 4-25-2016  
Steve [Signature] 4-25-2016

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# GREENHILL CROSSING DRIVE

- Picture is an example of style – siding will match the current color siding on house.
- One set of Double Doors
- Pressure Treated Floor Joists
- 16 inch on Center Walls and Rafters
- 50 Year high performance Water Resistant Flooring
- Tar Paper under shingles.
- 25 Year 3-tab shingles. – Shingles will match color of current shingle on house.
- Diamond Plate entry protector.
- Tech Shield Radiant Barrier.



8' x 10'



TO: Architectural Review Board  
SUBJECT: 14650 Washington Street - Exterior Paint & Deck  
DATE: 05/18/16

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HPG owner of the property located at 14650 Washington would like to paint the exterior of the building add build a deck on the front and back of building and build a Pergola.

**ATTACHMENTS:**

- 14650 Washington Street - Exterior Paint & Deck (PDF)





PAID APR 29 2016

# ZONING PERMIT APPLICATION

ZONING PERMIT #: 2016-015

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: Cookies and Cream LLC

PROPOSED USE: Food Service Size (Sq. Ft./Length) of Construction: \_\_\_\_\_

SITE ADDRESS: 14650 Washington 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: n/a Spaces Provided: 100+

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.)

Deck - 7' x 15' - wood Front entrance - concrete w/  
Pergola - 20' x 25' - wood wood - T&B base  
Back Deck - 6' x 10' - wood on new house sit  
once lowered

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)

Exterior Color: Body - Raycroft Pewter, Trim - Raycroft Vellum  
Deck Stain Color: Weathered Shingle (or similar fire stain)  
Door: Raycroft Co

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

PERMIT HOLDER INFORMATION		PROPERTY OWNER INFORMATION	
<u>Cheryl Landry</u>		<u>HFG</u>	
Name		Name	
<u>14650 Washington St</u>		<u>14650 Washington St.</u>	
Address		Address	
<u>Haymarket VA</u>	<u>20169</u>	<u>Haymarket VA</u>	<u>20169</u>
City	State	City	State
<u>703-395-3207</u>	<u>cheryllandrya@me.com</u>	<u>703-498-8650</u>	<u>sladobenet</u>
Phone#	Email	Phone#	Email

Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)

**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.*

*Cheryl Landry*  
Applicant Signature

*[Signature]*  
Property Owner Signature

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

Date Filed: 4-29-16 Fee Amount: 50.00 Date Paid: 4-29-16

**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:  
\_\_\_\_\_  
\_\_\_\_\_

Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)



## Denise Andrews

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**From:** Cheryl Landry [cheryllandry@me.com]  
**Sent:** Friday, May 13, 2016 1:20 PM  
**To:** Denise Andrews  
**Subject:** Re: 14600 Washington

Hi Denise,

The pergola will be stained. The deck under it will be pressure treated and stained.

The back entrance stairs and deck will be pressure treated and stained.

We will have to do a temporary entrance on the front of stairs and a ramp to a platform which we will stain. Once the ground settles we can do a raised paver patio similar to what was on the house but instead of concrete using pavers. The area under the pergola off the deck will be crushed stone until we can afford to place pavers.

Let me know if you have any other questions.

Cheryl

Sent from my iPhone

On May 13, 2016, at 12:25 PM, Denise Andrews <[dhall@townofhaymarket.org](mailto:dhall@townofhaymarket.org)> wrote:

Good afternoon Cheryl,

Thank you for the photos! Quick question in regards to the wood. Will the deck, possible front entrance, and Pergola be pressured treated lumber or stained? Can you please specify for the application. ☺

Thanks,

*Denise Andrews*

*Main Street Coordinator*

*The Town of Haymarket*

703-753-2600

703-753-2800 fax

<image001.jpg>

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**From:** Cheryl Landry [mailto:[cheryllandry@me.com](mailto:cheryllandry@me.com)]  
**Sent:** Friday, May 13, 2016 12:16 PM  
**To:** Jennifer Preli; Denise Andrews  
**Subject:** Re: 14600 Washington

Here yah go!

Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)



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Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)



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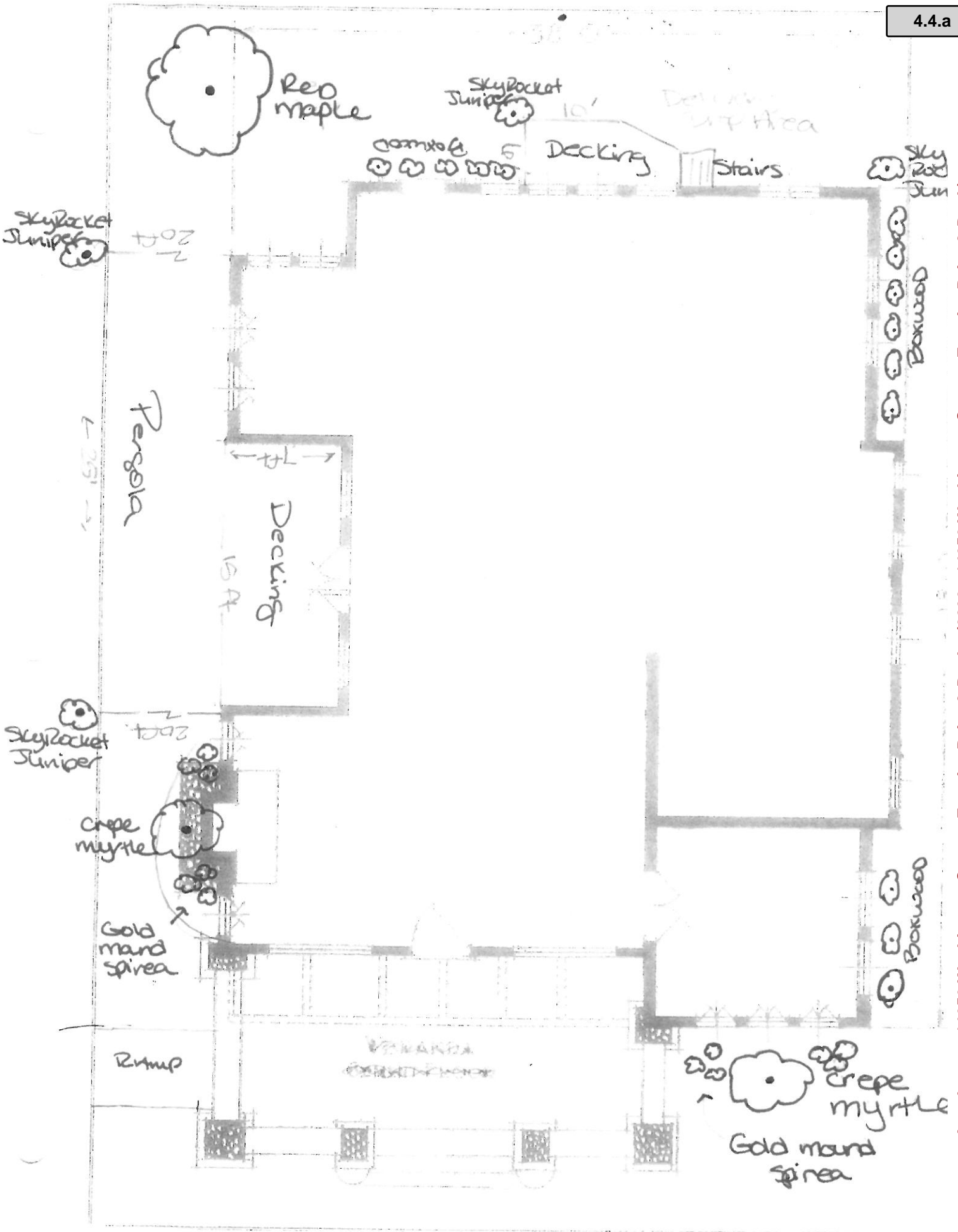
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Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)

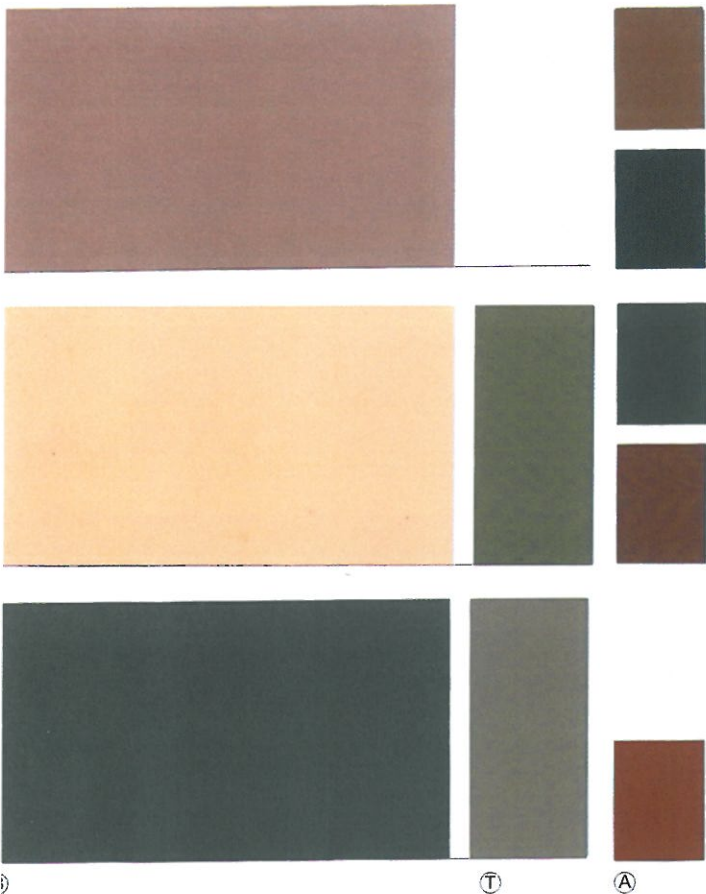
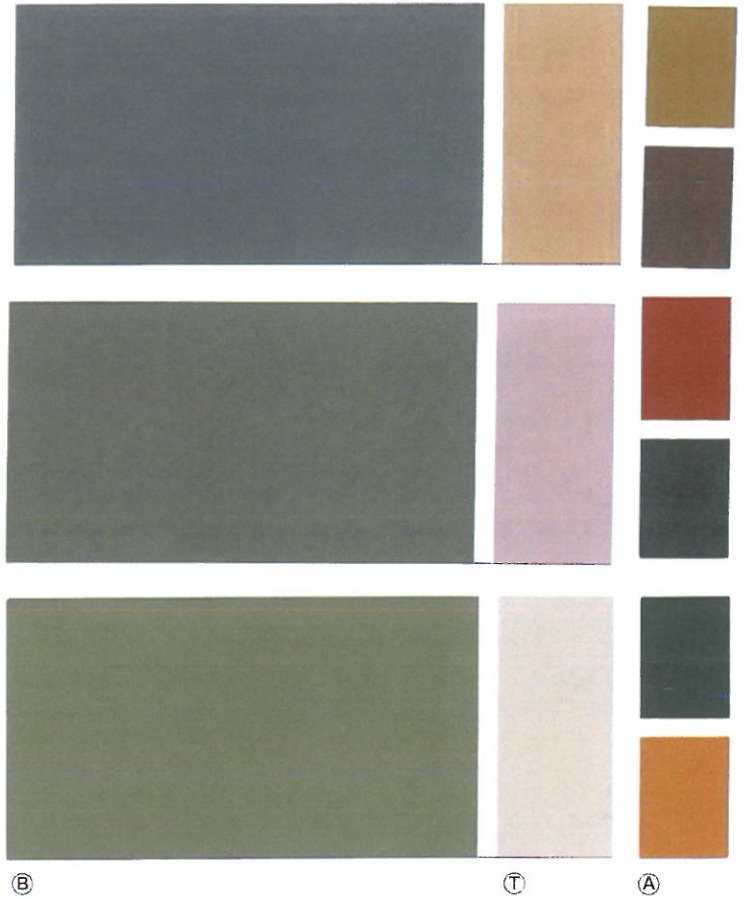




Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)



BODY	TRIM	ACCENT	ACCENT 2
<b>Downing Slate</b> SW 2819	<b>Downing Straw</b> SW 2813	<b>Rookwood Antique Gold</b> SW 2814	<b>Rookwood Medium Brown</b> SW 2807
<b>Downing Earth</b> SW 2820	<b>Renwick Beige</b> SW 2805	<b>Rookwood Terra Cotta</b> SW 2803	<b>Rookwood Dark Brown</b> SW 2809
<b>Renwick Olive</b> SW 2815	<b>Downing Sand</b> SW 2822	<b>Rookwood Dark Green</b> SW 2816	<b>Rookwood Amber</b> SW 2817



BODY	TRIM	ACCENT	ACCENT 2
<b>Craftsman Brown</b> SW 2835	<b>Roycroft Vellum</b> SW 2833	<b>Rookwood Brown</b> SW 2806	<b>Naval</b> SW 6244
<b>Birdseye Maple</b> SW 2834	<b>Roycroft Brass</b> SW 2843	<b>Roycroft Bronze Green</b> SW 2846	<b>Aurora Brown</b> SW 2837
<b>Roycroft Pewter</b> SW 2848	<b>Weathered Shingle</b> SW 2841	<b>Roycroft Vellum</b> SW 2833	<b>Roycroft Copper Red</b> SW 2832

Attachment: 14650 Washington Street - Exterior Paint & Deck (2802) : 14650 Washington Street - Exterior Paint & Deck

The above scheme is featured on the cover.





- Example of Pergola

Attachment: 14650 Washington Street - Exterior Paint & Deck (2802 : 14650 Washington Street - Exterior Paint & Deck)



TO: Architectural Review Board  
SUBJECT: ARB Monthly Task List  
DATE: 05/18/16

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Chair Ken Luersen will present the updated ARB Task List.

**ATTACHMENTS:**

- ARB Tasking 201605 (PDF)



## May ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
<b>Welcome Signs at Town entrance</b>	Luersen	Aug. 2012	Open	<p>???? – Task Created</p> <p><b>Aug. 2012</b> – Tabled ‘til next meeting</p> <p><b>Sep. 2012</b> – Board to review other towns signs via internet and prepare for Oct. 2012 concept discussion.</p> <p><b>Oct. 2012</b> – Concept Created. Ken to create formal ARB request package for town council. ARB review set for Nov. 2012. Packet submission to town council set for Dec. 2012 town meeting</p> <p><b>Nov. 2012</b> – ARB requested that town properties be included in package. ARB moved to submit document to Town council at the December TC meeting after changes are made.</p> <p><b>Dec. 2012</b> – Task tabled for the holidays</p> <p><b>Jan. 2013</b> – Town Council approved the concept and requested ARB to move forward with sign designs and costing. Next step. Get VDOT correspondence started and a list of road sign manufacturers.</p> <p><b>Feb. 2013</b> – Got feedback from VDOT to what concepts are possible and procedures to apply for right of way use. Also got POC’s for PWC’s sign designer/builder. Asked Marchant to contact Leesburg to request cost for their stone sign structure on 15 at the south entrance.</p> <p><b>Mar. 2013</b> – Luersen will be meeting with Bud Craiger, PWC sign designer, on March 22 to discuss fabrication costs. Marchant to initiate Leeseburg costs for Stone sign and landscaping costs for their sign at the south Rt15 entrance.</p> <p><b>Apr. 2013</b> – Bud Craiger to develop sign design/costs/time frame packet to ARB. No delivery date was set. Luersen to keep communications with Bud to determine a delivery date for the packet. Marchant talking with Leesburg and will be getting the RFP quotes for us to use as reference costs.</p>

Attachment: ARB Tasking 201605 (2799 : ARB Monthly Task List)

## May ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
				<p><b>May 2013</b> – Got two drawings from Bud’s group. Comments requested during meeting</p> <p><b>June 2013</b> – Luersen to reach out to Bud Craiger to reignite progress</p> <p><b>July 2013</b> – No change</p> <p><b>Aug. 2013</b> – Luersen reached out to Bud Craiger to start back up after Summer Vacation</p> <p><b>Sep. 2013</b> – Bud said review sign types and we can meet again to develop costing figures.</p> <p><b>Oct. 2013</b> – Luersen to meet with Jenifer to get sign count for Town owned buildings and give Bud Craiger details to make up the build plan.</p> <p><b>Nov. 2013</b> – Luersen met with Jenifer and determined that only the Museum needed to be updated. Luersen working with Craiger to use the new town Logo. Craiger waiting to receive the Logo from Luersen.</p> <p><b>Dec. 2013</b> – No Change. Luersen still to follow up.</p> <p><b>Jan. 2014</b> – No Change. Luersen still to follow up.</p> <p><b>Feb. 2014</b> – No Change. Luersen still to follow up.</p> <p><b>Mar. 2014</b> – No Change. Luersen still to follow up.</p> <p><b>Apr. 2014</b> – No Change. Luersen still to follow up.</p> <p><b>May 2014</b> – No Change. Luersen still to follow up.</p> <p><b>Jun. 2014</b> – No Change. Luersen wants to let the new board to settle in and will follow up in August with Bud Craiger.</p> <p><b>Jul. 2014</b> – No Change.</p> <p><b>Nov. 2014</b> – No Change.</p> <p><b>Dec. 2014</b> - Luersen to work with Swinford to get the stalled status moving.</p> <p><b>Jan. 2015</b> - Luersen relays Sign shop information and past</p>

Attachment: ARB Tasking 201605 (2799 : ARB Monthly Task List)



## May ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
				<p>designs to Swinford.</p> <p><b>Feb. 2015</b> – No Meeting</p> <p><b>Mar. 2015</b> – Initial sign package emailed to Swinford from Luersen</p> <p><b>May 2015</b> – No change.</p> <p><b>Jun. 2015</b> – No change.</p> <p><b>Jul. 2015</b> – Status to be updated at July meeting.</p> <p><b>Nov. 2015</b> – working meeting held before October ARB meeting. First step is to design Welcome signs that go with the Corp limit signs. Other signs are TBD later on.</p> <p><b>Jan. 2016</b> – No Change.</p> <p><b>Mar. 2016</b> – On hold for ToT briefing this month.</p> <p><b>May. 2016</b> – No change.</p>
<b>Commercial Fencing</b>	Marchant and ARB staff	December 2014	On Hold	<p><b>Jan. 2014</b> – A COA for a commercial Fence, led to the discussion that commercial fences are not addressed in the ARB Guidelines. With the changes of the Historic district overlay, and comp-plan review, the ARB Guidelines will need to be updated. To that note, it was determined to begin outlining acceptable commercial fencing to include with the guideline changes.</p> <p><b>May 2014</b> – On hold until Historic District overlay is determined, requiring Guideline changes.</p> <p><b>Jun. 2014</b> – District overlay was voted down by Haymarket Town Board. Will keep this on hold until new Board Liaison gives direction.</p>

Attachment: ARB Tasking 201605 (2799 : ARB Monthly Task List)