



# 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, January 28, 2015

7:00 PM

Council Chambers

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### 1. Call to Order

### 2. Citizens Time

### 3. Minutes Approval

- A. Architectural Review Board - Regular Meeting - Nov 19, 2014 7:00 PM
- B. Architectural Review Board - Regular Meeting - Dec 17, 2014 7:00 PM

### 4. Certificate of Appropriateness

- A. Design Concept - Villages of Haymarket Phase II
- B. 14971 Cheyenne Way - Fence

### 5. Town Council Update

### 6. Planning Commission Update

### 7. New Business

### 8. Old Business

- A. ARB 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, November 19, 2014

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

Sheila Jarboe: Present, Councilwoman Pam Swinford: Present, Chair Kenneth Luersen: Present, Architect John Parham: Absent, Commissioner Ralph Ring: Present, Board Member Susan Edwards: Present, Board Member Robert Day: Present.

### 2. Citizens Time

No citizen spoke.

### 3. Minutes Approval

A. Architectural Review Board - Regular Meeting - Jul 16, 2014 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [5 TO 0]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Sheila Jarboe
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Day
<b>ABSTAIN:</b>	Susan Edwards
<b>ABSENT:</b>	John Parham

B. Architectural Review Board - Regular Meeting - Sep 17, 2014 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Sheila Jarboe
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Edwards, Day
<b>ABSENT:</b>	John Parham

### 4. Certificate of Appropriateness

A. 14812 Cypress Park Lane - Patio

Move to approve the Certificate of Appropriateness for a patio to be located at 14812 Cypress Park Lane, as applied for.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Susan Edwards, Board Member
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Edwards, Day
<b>ABSENT:</b>	John Parham

B. 6648 Hunting Path Road - Deck

Move to approve the Certificate of Appropriateness for a deck to be built at 6648 Hunting Path Road, as applied for.

Minutes Acceptance: Minutes of Nov 19, 2014 7:00 PM (Minutes Approval)

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Ralph Ring, Commissioner  
**SECONDER:** Susan Edwards, Board Member  
**AYES:** Jarboe, Swinford, Luersen, Ring, Edwards, Day  
**ABSENT:** John Parham

**C. 15001 Gossom Manor Place**

Move to approve the Certificate of Appropriateness for a fence to be located at 15001 Gossom Manor Place, as applied for.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Susan Edwards, Board Member  
**SECONDER:** Sheila Jarboe  
**AYES:** Jarboe, Swinford, Luersen, Ring, Edwards, Day  
**ABSENT:** John Parham

**D. 15020 Washington Street - Sign**

Move to Approve the Certificate of Appropriateness for an individual letter sign to be located at 15020 Washington Street, as applied for, with the following exception:

- Mounting must be done with minimal visual impact and allowing for maintenance of the sign

**RESULT:** ADOPTED [5 TO 1]  
**MOVER:** Ralph Ring, Commissioner  
**SECONDER:** Sheila Jarboe  
**AYES:** Swinford, Luersen, Ring, Edwards, Day  
**NAYS:** Sheila Jarboe  
**ABSENT:** John Parham

**E. 15101 Washington Street - New Building**

Move to approve the Certificate of Appropriateness for construction of the Winterham II building to be located at 15101 Washington Street, as applied for.

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Pam Swinford, Councilwoman  
**SECONDER:** Ralph Ring, Commissioner  
**AYES:** Jarboe, Swinford, Luersen, Ring, Edwards, Day  
**ABSENT:** John Parham

**Amend Approval of 15101 Washington Street**

Move to amend the approval ZP20141107-A to include the alternate glass for the commercial window design, subject to the ARB's approval

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Pam Swinford, Councilwoman  
**SECONDER:** Ralph Ring, Commissioner  
**AYES:** Jarboe, Swinford, Luersen, Ring, Edwards, Day  
**ABSENT:** John Parham

**F. 15111 Washington Street - Sign**

Move to approve the Certificate of Appropriateness for the Winterham sign located at 15111 Washington Street, as applied for.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Board Member
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Edwards, Day
<b>ABSENT:</b>	John Parham

**G. 15315 Washington Street - Rebuild**

Steico, Inc. is here tonight requesting approval of their Certificate of Appropriateness for the building facade, canopy and signage for the Sheetz building located at 15315 Washington Street.

Based on prior comments made by the Architectural Review Board, Steico Incorporated is providing revisions the following:

- Outdoor table umbrellas were suggested to be a darker green - suggestion was accepted
- Metal capping on the top of the building wall - use the bronze color instead of red
- Signs on the building will be externally illuminated
- Efficient LED down lighting fixtures will be used for the building, lot and under canopy lighting
- Fuel canopy will be faced with ACM (aluminum composite material) and will not be back lighted
- Canopy columns will be colored bronze (to match the bronze color on the stone) and have a brick or stone base
- Trash dumpsters will be screened, using brick and other materials, to make them more visually pleasing.
- The light post along the main street frontage will match the Town's lighting design and the applicant shall utilize the fixture selected by the ARB

**Table the Certificate of Appropriateness**

Move to table the Certificate of Appropriateness for the building facade, canopy, and signage for Sheetz located at 15315 Washington Street. Matter will be considered when the applicant provides the following revisions:

- Sample materials of pylon sign
- Sample of canopy with the crown molding
- Sample of window awning
- Specification sheet of colors from umbrella vendor
- Acorn lighting to match the streetscape
- Diesel signs will have back lighting
- The Sheetz logo will have back lighting but the awning will not
- Square post opposed to round
- Brick water table on the sign to match the pump area

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Edwards, Day
<b>ABSENT:</b>	John Parham

**5. Town Council Update**

Councilmember Swinford discusses the two day retreat attended by the Town Council. During this retreat the vision for the Town was discussed. Training will be provided for all of the Town's boards and the Town Manager is looking into finding training for the ARB locally.

**6. Planning Commission Update**

Commissioner Ring discusses the final recommendation regarding the power lines. The recommendation by the PC is underground power lines on the north side of 66. Also, there are still things going on with John Marshall Commons and the traffic circle.

**7. New Business**

Marchant Schneider the Town Planner/Zoning Administrator briefs the ARB on the following new

Minutes Acceptance: Minutes of Nov 19, 2014 7:00 PM (Minutes Approval)

business:

- The Town hired a consulting firm to master plan the Harrover properties. There will be meetings to talk about it.
- The contract for the master plan for the Town Hall site was done. Some preliminary engineering was done that was taken from the three master plan options. Once it is submitted I will bring it before you.
- A sign study will be done.
- We received the Payne Lane project site plan. They will have to come before the ARB for demolition of the existing structures.
- We received a rezoning for the fairgrounds property. They want to re-zone the back half of the property to R-2. This would allow for one hundred or so town homes.

### 8. Old Business

#### A. ARB Monthly Task List

No updates at this time.

### 9. Adjournment

#### A. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Robert Day, Board Member
<b>SECONDER:</b>	Sheila Jarboe
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Edwards, Day
<b>ABSENT:</b>	John Parham

Submitted:

Approved:

\_\_\_\_\_  
Denise Hall, Assistant Clerk

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

Minutes Acceptance: Minutes of Nov 19, 2014 7:00 PM (Minutes Approval)



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, December 17, 2014

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

called the meeting to order.

### 1. Call to Order

Board Member Sheila Jarboe: Present, Councilwoman Pam Swinford: Present, Chair Kenneth Luersen: Present, Architect John Parham: Late, Commissioner Ralph Ring: Present, Board Member Susan Edwards: Present, Board Member Robert Day: Present.

### 2. Citizens Time

*No citizens spoke*

### 3. Minutes Approval

A. Architectural Review Board - Regular Meeting - Nov 19, 2014 7:00 PM

### 4. Certificate of Appropriateness

#### Remove from the Table 15315 Washington Street

Move to remove from the table the Certificate of Appropriateness application for Steico, Inc., dba..Sheetz, 15315 Washington Street

**Discussion:** *Chair Luersen explains that at the November meeting of the ARB, with the consent of the applicant, this agenda item was placed on the table*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Jarboe, Swinford, Luersen, Parham, Ring, Edwards, Day

#### A. 15315 Washington Street - Rebuild

Move to approve zoning permit #ZP20141114 as described in the cover letter dated December 16, 2014 items 1 - 6.

**Discussion:** *Swinford asks if there is a notation in the application regarding the green umbrellas.*

Ring amends his motion to note that the color of the umbrellas must be chosen from the ARB's approved color pallet, Edwards affirms her second

**Discussion:** *The Town Planner addresses his understanding of the pylon sign on the corner and believes the intent is for it to be back-lit. The application is not specific, he just wants the board to understand that the canopy and the pylon (gas pricing sign) sign are back-lit.*

Ring amends his motion to include that the pylon (gas pricing sign) and the canopy will be back-lit.

Minutes Acceptance: Minutes of Dec 17, 2014 7:00 PM (Minutes Approval)

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Susan Edwards, Board Member
<b>AYES:</b>	Jarboe, Swinford, Luersen, Ring, Edwards, Day
<b>ABSENT:</b>	John Parham

## 5. Town Council Update

- Councilwoman Swinford presents the ARB with the Council's adopted Code of Ethics/Standards of Conduct. It is anticipated by the Town Council that the ARB and the Planning Commission members will sign the document and adhere to its expectations. Ring has concerns that the document co-mingles policy and ethics. Swinford explains that there will be a united board work session in January where concerns such as these will be discussed. It is agreed by all of the board members that the concerns should be presented in writing to the Town Manager prior to the publication of the agenda for that meeting. The board members would like to know as soon as possible the date for this meeting.
- Councilwoman Swinford informs the board that a stakeholders meeting was held regarding the sign ordinance. In attendance was; herself, Mr. Ring, Town business owners, and the consultant retained by the Town to review the sign ordinance. The general complaint from the business owners is that they have no visibility from the street. There was some discussion about signage and naming various areas of the Town. A second meeting has not been set but she will continue to keep the board informed as to the consultant's progress with the sign ordinance.

### A. Town Council and Appointed Officials Code of Ethics and Standards of Conduct Councilwoman Pam Swinford

## 6. Planning Commission Update

Commissioner Ring briefs the board on the progress on the Dominion Virginia Power 230 kv transmission lines. The Planning Commission has forwarded their final report to the Town Council. The Council will consider the final report at their next meeting. The Planning Commission, in summary, has recommended that the power lines be buried on the north side of I- 66.

Councilwoman Swinford informs the board that on Tuesday the Board of County Supervisors accepted a 52 acre conservation easement as a gift from Somerset Crossing. The conservation easement, located south of the railroad tracks, protects the wetlands, it will now be park area for the County. This area of land is where Dominion's originally preferred route would have been.

The board discusses whether to make a statement to Dominion Virginia Power regarding the 230 kv transmission lines. Ultimately, the ARB decides once they have unanimously reviewed the report written by the Planning Commission they would then add their signatures in agreement to the final report.

Councilman Pasanello encourages the ARB to attend Delegate Bob Marshall's Town Hall meeting at QBE on January 6, 2015, the matter of the Dominion VA Power 230 kv transmission lines will be discussed in detail.

## 7. New Business

## 8. Old Business

### A. ARB Task List

Chair Luersen updates the ARB regarding the task list. It has been determined that Councilwoman Swinford will take the lead on the coordination of the Town welcome signs.

## 9. Adjournment

Motion to Adjourn

**A. Motion to Adjourn**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ralph Ring, Commissioner
<b>SECONDER:</b>	Pam Swinford, Councilwoman
<b>AYES:</b>	Jarboe, Swinford, Luersen, Parham, Ring, Edwards, Day

Submitted:

Approved:

\_\_\_\_\_

Denise Hall, Clerk

\_\_\_\_\_

Ken Luersen, Chair

Minutes Acceptance: Minutes of Dec 17, 2014 7:00 PM (Minutes Approval)





TO: Architectural Review Board  
SUBJECT: Design Concept - Villages of Haymarket Phase II  
DATE: 01/28/15

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Doug Burke is the architect representing the Villages of Haymarket Phase II. Mr. Burke is here for discussion only regarding the renderings for this project.

**ATTACHMENTS:**

- Design Concept - Villages of Haymarket Phase II Streetscape (PDF)



Lot 52  
Washington Street Elevation



Lot 52

Lot 51

Lot 50  
Bleight Drive Elevation

Lot 49

Lot 48

# Villages of Haymarket Phase II

## Illustrative Streetscape

Douglas J. Burke, Architect LLC  
9 Sands Avenue Annapolis, Maryland 21403  
410-212-0892



TO: Architectural Review Board  
SUBJECT: 14971 Cheyenne Way - Fence  
DATE: 01/28/15

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Mr. Harris would like to replace his fence located at 14971 Cheyenne Way. All material is to be pressure treated.

**ATTACHMENTS:**

- 14971 Cheyenne Way - Fence (PDF)

# The Town of HAYMARKET

Established in 1799

## ZONING PERMIT APPLICATION

ZONING PERMIT #: ZP20150121

**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  
(Check all that apply)  New Tenant/Use  Change of Use  Relocation

NAME OF BUSINESS/APPLICANT: Kyle Harris

PROPOSED USE: Fenced in Yard Size (Sq. Ft./Length) of Construction: Total 81 ft

SITE ADDRESS: 14971 Cheyenne Way Parcel ID #: A

Subdivision Name: Longstreet Commons Lot Size: 0.0611 Acre

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, type and dimensions of signs, height/length of fencing, etc.)

6 feet high and 81 feet linear.

Footings to be 1/6 inches deep, 1 foot square, using Sakrete Concrete Mix.

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

paid FEE:  \$25.00 Residential  \$50.00 Commercial

## CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (i.e. color, type of material, font style, etc.)

All material is pressure treated, material to be used 1/6 board on board, 4x4 posts, 2x4 between each post, 8 feet on center.

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

PERMIT HOLDER INFORMATION			PROPERTY OWNER INFORMATION		
<u>Kyle Harris</u>			<u>Kyle Harris</u>		
Name			Name		
<u>14971 Cheyenne Way</u>			<u>14971 Cheyenne Way</u>		
Address			Address		
<u>Haymarket</u>	<u>VA</u>	<u>20169</u>	<u>Haymarket</u>	<u>VA</u>	<u>20169</u>
City	State	Zip	City	State	Zip
<u>571-641-1458</u>	<u>kharris@reyesholdings.com</u>		<u>571-641-1458</u>	<u>kharris@reyesholdings.com</u>	
Phone#	Email		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.

[Signature]  
Applicant Signature

[Signature]  
Property Owner Signature

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

Date Filed: 1/21/15 Fee Amount: \$25.00 Date Paid: PAID JAN 21 2015  
Cash

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] Kenneth M Luersen  
SIGNATURE PRINT

CONDITIONS:

NONE - One for One Replacement.

DATE TO TOWN COUNCIL (IF APPLICABLE): \_\_\_\_\_

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

TOWN COUNCIL (where required):

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

CONDITIONS:

Attachment: 14971 Cheyenne Way - Fence (2239 : 14971 Cheyenne Way - Fence)

## Longstreet Commons HOA

P.O. Box 1757  
 Ashburn, VA 20146  
 Phone: 703-723-8450  
 Fax: 703-729-1644

Heidi & Kyle Glascock & Harris  
 14971 Cheyenne Way  
 Haymarket, VA 20169

January 16, 2015

RE: Architectural Submittal for 14971 Cheyenne Way  
 Account#: 13600

Dear Homeowner,

The Architectural Review Committee for Longstreet Commons HOA has reviewed and **APPROVED** your architectural submittal for the installation of Six Foot Board on Board Fence per the plans submitted.

**Per your Association's governing documents, all construction must begin within: 6 months**

**If construction has not been started within the time frame noted above, such approval shall be deemed withdrawn. Once construction has begun, all work must be completed within: 6 months**

**Prior to construction, you must notify Miss Utility and obtain and post all required permits.**

*ARC approval of plans shall not constitute a representation, warranty, or guarantee that such plans and specifications comply with engineering design practices or zoning and building ordinances, or other governmental agency regulations or restrictions. The ARC shall not be responsible for reviewing, nor shall its approval of any plans or design, be deemed approved from the standpoint of structural safety or conformance with building or other codes. By approving such plans and specifications, neither the ARC, the Members thereof, the Association, any Member thereof, their Board of Directors, any Members thereof, or the Declarant assumes any liability or responsibility therefore or for any defect in the construction or improvement from such plans or specifications. As provided in the CC&R's neither the ARC, the Association, the Board of Directors or the Association or any Members thereof, not the Declarant or Developer shall be liable to any Member, Owner, Occupant, or other person or entity for any damage, loss or prejudice suffered or claimed on account of (1) the approval or disapproval of any plans, drawings, or specifications, whether or not defective, or (2) the construction or performance of any work whether or not pursuant to the approved plans, drawings, or specifications.*

Your patience and cooperation with the architectural review process is appreciated. If you have any questions, please contact the association at 703-723-8450.

Best regards,

Longstreet Commons HOA

Attachment: 14971 Cheyenne Way - Fence (2239 : 14971 Cheyenne Way - Fence)

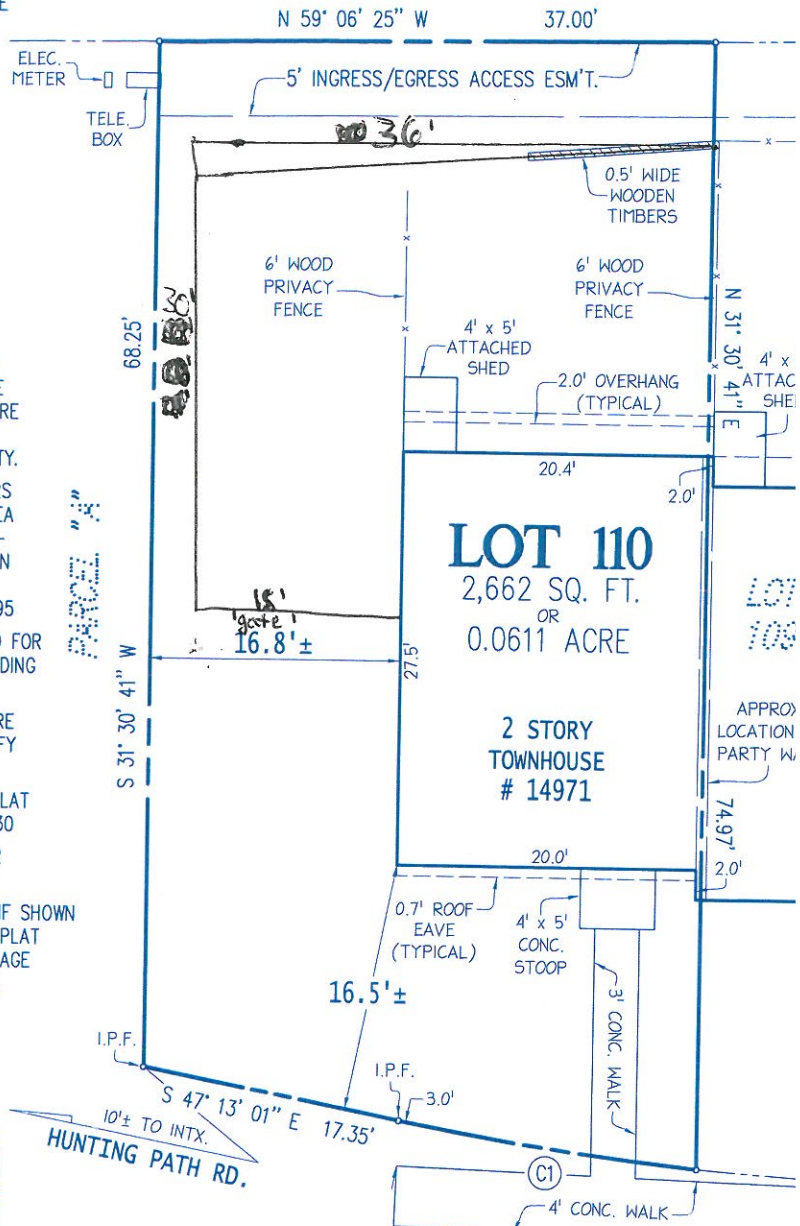
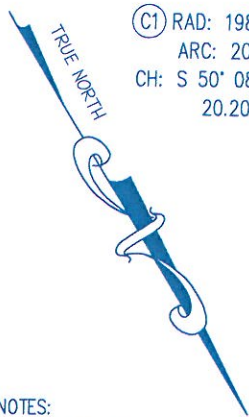


Attachment: 14971 Cheyenne Way - Fence (2239 : 14971 Cheyenne Way - Fence)

N/F KENNEDY HAYMARKET PROPERTIES LLC

INSTRUMENT # 200603130041706

C1 RAD: 198.07'  
ARC: 20.21'  
CH: S 50° 08' 24" E  
20.20'



NOTES:

- 1) THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT THEREFORE NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY.
- 2) THE LOT SHOWN HEREON APPEARS TO PLOT IN FLOOD ZONE "X" AREA DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN, AS SHOWN ON F.E.M.A. MAP # 51153C0059-D EFFECTIVE DATE: JANUARY 5, 1995
- 3) THIS SURVEY WAS NOT PREPARED FOR CONSTRUCTION PURPOSES. (INCLUDING FENCES)
- 4) LOCATION OF FENCES (IF ANY) ARE APPROXIMATE AND DO NOT CERTIFY TO OWNERSHIP.
- 5) THE PROPERTY SHOWN ON THIS PLAT IS LOCATED BY PIN 7298-90-7030
- 6) PROPERTY CORNERS NOT SET PER WAIVER REQUEST.
- 7) EASEMENTS, B.R.L.S & MERIDIAN, IF SHOWN HEREON, ARE AS DELINEATED ON PLAT RECORDED IN DEED BOOK 1527, PAGE 1467 (UNLESS NOTED OTHERWISE).



CHEYENNE WAY  
(PRIVATE)

22' INGRESS/EGRESS ESM'T.

HOUSE LOCATION SURVEY

LOT 110

LONGSTREET COMMONS

TOWN OF HAYMARKET

GAINESVILLE MAGISTERIAL DISTRICT

PRINCE WILLIAM COUNTY, VIRGINIA

PARCEL "A"  
HOMEOWNERS ASSOCIATION

LEGEND:

- I.P.F. DENOTES IRON PIPE FOUND
- X- DENOTES FENCE LINE
- N/F DENOTES NOW OR FORMERLY

MBH # GA11308021

HARRIS & GLASCOCK / IRAP INVESTMENTS LLC

B.W. SMITH AND ASSOCIATES, INC.

PROFESSIONAL LAND SURVEYING  
MANASSAS, VIRGINIA (703) 368-5866 1(800) 682-0996

FIELD CREW: D. CONRAD
JOB# 20132445
DATE: 8/13/13

DFT: M.K.S.	CHK: T.J.F.	NO TITLE REPORT FURNISHED	SCALE= 1" = 10'
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Attachment: 14971 Cheyenne Way - Fence (2239 : 14971 Cheyenne Way - Fence)





TO: Architectural Review Board  
SUBJECT: ARB Task List  
DATE: 01/28/15

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Chair Luersen will update the ARB regarding the task list.

**ATTACHMENTS:**

- ARB Tasking 201501 (PDF)

## January 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 201501 (2208 : ARB Task List)

## January 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 201501 (2208 : ARB Task List)

## January ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
				designs to Swinford.
<b>Commercial Fencing</b>	Marchant and ARB staff	December 2014	On Hold	<p><b>Jan.</b> 2014 – 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.</b> 2014 – District overlay was voted down by Haymarket Town Board. Will keep this on hold until new Board Liaison gives direction.</p>

Attachment: ARB Tasking 201501 (2208 : ARB Task List)