



ARCHITECTURAL REVIEW BOARD

REGULAR MEETING ~ AGENDA ~

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

15000 Washington Street, Suite 100
Haymarket, VA 20169

Wednesday, June 18, 2014

7:00 PM

Council Chambers

1. Call to Order

2. Citizens Time

3. Minutes Approval

- a. Architectural Review Board - Regular Meeting - May 21, 2014 7:00 PM

4. Certificate of Appropriateness

- a. 14600 Washington Street - Portico
- b. 15401 Kapp Valley Way - Canopy

5. Updates

- a. Town Council Updates - Councilwoman Harnest
- b. Planning Commission Updates - Commissioner Ring

6. New Business

7. Old Business

- a. Town Organization Sign - Colt Bradley
- b. ARB Task List

8. Adjournment



ARCHITECTURAL REVIEW BOARD

REGULAR MEETING ~ MINUTES ~

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

15000 Washington Street, Suite 100
Haymarket, VA 20169

Wednesday, May 21, 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, Chair Kenneth Luersen: Present, Architect John Parham: Present, Councilwoman Katherine Harnest: Present, Commissioner Ralph Ring: Present.

2. Citizens Time

Zachary Hart - Alexandra's Keep

Mr. Hart is here this evening to discuss his frustrations with DR Horton, the builder of his home. The accumulation of water and lack of proper run-off has been an on-going problem in his neighborhood. The problem has existed since the homes were built and still has yet to be corrected. He is looking for help from the Town so that he can get some type of resolution to this matter. Harnest recommends he attend the Town Council meeting on Monday, June 2.

3. Minutes Approval

a. Architectural Review Board - Regular Meeting - Apr 16, 2014 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Katherine Harnest, Councilwoman
SECONDER:	Sheila Jarboe
AYES:	Jarboe, Luersen, Parham, Harnest, Ring

4. Certificate of Appropriateness

a. 14990 Gossom Manor Place - Deck

Move to approve the Certificate of Appropriateness for a deck to be located at 14990 Gossom Manor Place located in the Sherwood Forest subdivision. Deck to be made of Trex composite white on fascia, beam, posts, stair risers, and railings with black aluminum balusters

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Katherine Harnest, Councilwoman
SECONDER:	Ralph Ring, Commissioner
AYES:	Jarboe, Luersen, Parham, Harnest, Ring

b. 4426 Costello Way - Sign

Move to approve the Certificate of Appropriateness for a temporary banner to be located at 4426 Costello Way for OPTUM. The banner may be displayed for a period of 30 days.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Katherine Harnest, Councilwoman
SECONDER:	Ralph Ring, Commissioner
AYES:	Jarboe, Luersen, Parham, Harnest, Ring

c. 14721 Alexandra's Keep Lane - Deck

Move to approve the Certificate of Appropriateness for a deck to be located at 14721 Alexandra's Keep Lane in the Alexandra Keep subdivision. Deck to be made of pressured treated wood and will remain natural in color

Minutes Acceptance: Minutes of May 21, 2014 7:00 PM (Minutes Approval)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Katherine Harnest, Councilwoman
SECONDER:	Ralph Ring, Commissioner
AYES:	Jarboe, Luersen, Parham, Harnest, Ring

5. Town Council/Planning Commission Update

TOWN COUNCIL UPDATE

Councilwoman Harnest informs the ARB that the Town Council did not amend the Historic District boundaries of the Town

PLANNING COMMISSION UPDATE

Commissioner Ring has no updates for the ARB

6. New Business

7. Old Business

a. Town Organization Sign - Colt Bradley

Colton Bradley is here this evening to update the ARB on his Eagle Scout project that is being supported by the Town. Colton is continuing to work on an organizational sign and would like to know if the ARB has any questions for him.

Chair Luersen directs staff to place this matter on the June 18th ARB agenda.

b. ARB Task List

Chair Luersen reviews the ARB task list with Board members. It is agreed that the top priority is to amend the ARB Guidelines by adding a section on commercial fencing.

8. Adjournment

Motion to Adjourn

Submitted:

Approved:

Denise Hall, Assistant Clerk

Ken Luersen, Chair

Minutes Acceptance: Minutes of May 21, 2014 7:00 PM (Minutes Approval)



TO: Architectural Review Board
SUBJECT: 14600 Washington Street - Portico
DATE: 06/18/14

Zachary Parsons would like to add a wood portico to the west side middle entrance of the building located at 14600 Washington Street. The portico is to be stained wood with an asphalt shingle roof.

ATTACHMENTS:

- 14600 Washington Street - Portico (PDF)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ralph Ring, Commissioner
SECONDER:	Katherine Harnest, Councilwoman
AYES:	Kenneth Luersen, Katherine Harnest, Ralph Ring
ABSENT:	Sheila Jarboe, John Parham



RECEIVED JUN 16 2014

ZONING PERMIT APPLICATION

TOWN OF HAYMARKET

ZONING PERMIT #: ZP20140616

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: [X] New Construction [] Alteration/Repair [] Addition [] Sign (See Spec sheet) [] New Tenant/Use [] Change of Use [] Relocation

NAME OF BUSINESS/APPLICANT: Zachary Parsons

PROPOSED USE: NA Size (Sq. Ft./Length) of Construction: 140 sq ft

SITE ADDRESS: 14600 Washington St Parcel ID #: _____

Subdivision Name: _____ Lot Size: _____

ZONING DISTRICT: [] R-1 [] R-2 [X] B-1 [] B-2 [] I-1 [] C-1 Site Plan Required: [] Yes [X] No

Special Use Permit Required: [] Yes [X] No Homeowners Association (HOA) Approval: [] Yes [X] No

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

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.) Adding wood portico to west side of building at middle entrance

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

FEE: [] \$25.00 Residential [] \$50.00 Commercial

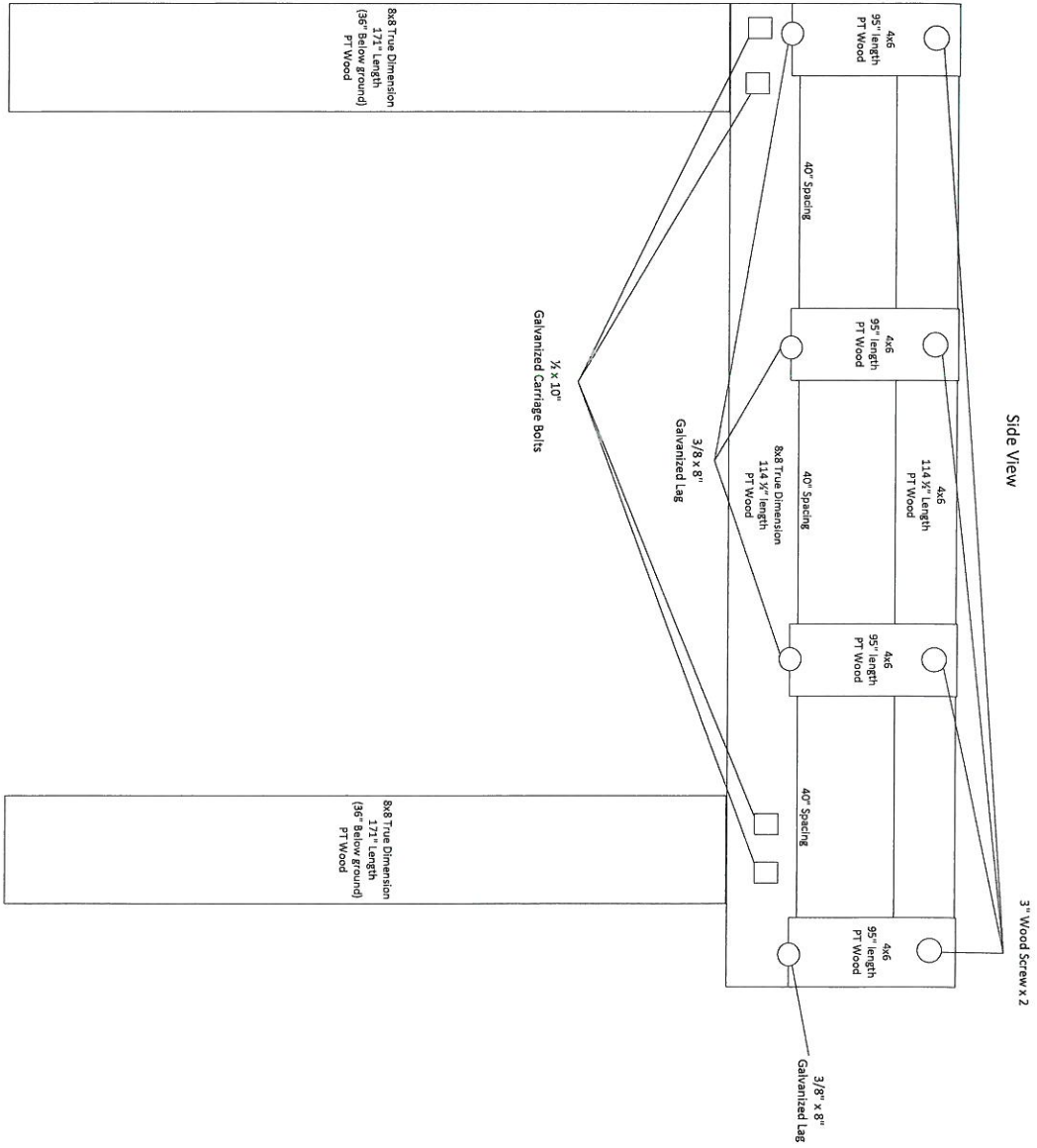
CERTIFICATE OF APPROPRIATENESS

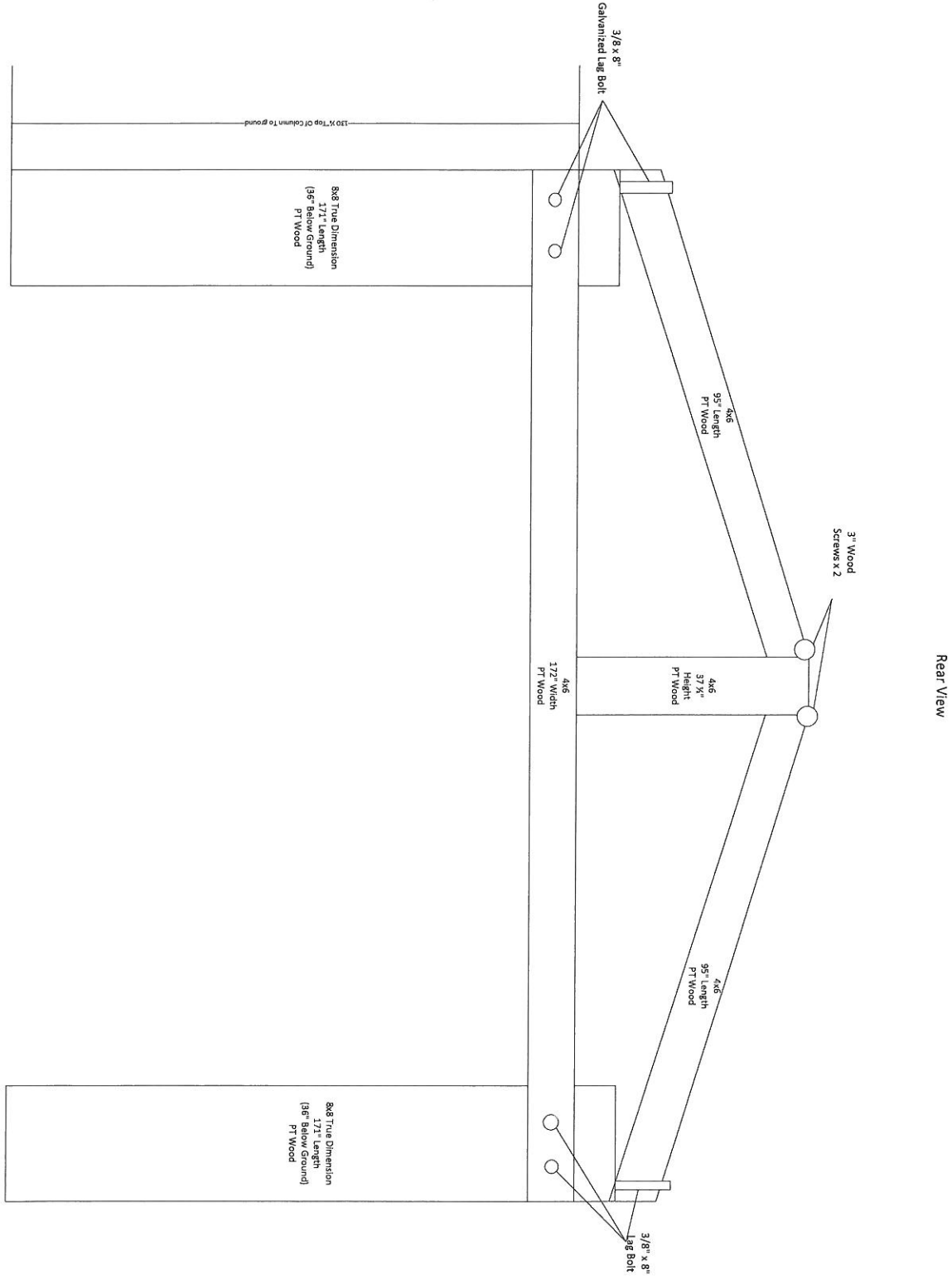
ADDITIONAL DESCRIPTION: (i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail) Stained wood Asphalt + Shingle roof to match building roof wood stain will be of matching color

Supporting Documentation (attached): [X] Specification Sheet [] Photograph(s)

PERMIT HOLDER INFORMATION: Zachary Parsons, 14600 Washington St, Haymarket VA 20169, 571 921 0487, Zachary.Parsons@jbc.net
PROPERTY OWNER INFORMATION: _____

Attachment: 14600 Washington Street - Portico (AGI-2014-63 : 14600 Washington Street - Portico)







Olympic 5-Gallon Canyon Brown Semi-Transparent Exterior Stain

Item #: 56208 | Model #: 57505A/05



Enter ZIP code to see price.

Tweet <0 +1 2

Description

5-Gallon Canyon Brown Semi-Transparent Exterior Stain

- Stain and sealant in 1
- For decks, fences and siding
- Enhanced waterproofing protection
- Advanced SunBlock® UV defense
- Extends color life
- Exclusive Scuff Guard® technology
- Provides our best mildew-resistant coating
- Penetrating oil formula
- Warranted against water damage and graying for 4 years on decks and 6 years on fences and siding

Specifications

Series Name	Maximum	Provides UV Protection	Yes
Stain Color	Canyon Brown	Flammable	No
Exterior Stain Type	Semi-transparent	Combustible	Yes
Stain and Sealer in One	Yes	Flashpoint	105°F
Warranty	4-year limited	Dry Time	24 hours
Product Type	Oil	Maximum Application Temp (Degrees F)	90.0
Application Method	Brush/Roll/Paint pad/Spray	Recommended for Walking Surfaces	Yes
Unit of Measure	Gallon(s)	Soap and Water Clean Up	No
Unit of Measure Quantity	5.0	Surfaces Sealed	Wood only
Tintable	No	Container Size	5 gallons
Color/Finish Family	Other	Coverage (Sq. Feet)	1250.0000

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Attachment: 14600 Washington Street - Portico (AGI-2014-63 : 14600 Washington Street - Portico)



Attachment: 14600 Washington Street - Portico (AGI-2014-63 : 14600 Washington Street - Portico)



Attachment: 14600 Washington Street - Portico (AGI-2014-63 : 14600 Washington Street - Portico)



Owens Corning 25-Year Supreme Autumn Brown AR 3-Tab Shingles

Item #: 14625 | Model #: PM09



Buy 48, Get 10% off

Enter ZIP code to see price.

Tweet 0 +1 1

Description

25-Year Supreme Autumn Brown AR 3-Tab Shingles

- Traditional 3-tab shingles
- Smooth, blended appearance in a wide range of popular colors
- 25-year limited warranty
- 60-MPH wind resistance limited warranty
- Algae resistance limited warranty
- See actual warranty for complete details, limitations and requirements

Specifications

Manufacturer Color/Finish	Autumn Brown	Shingles per Bundle	26
Collection	Supreme	Construction Material	Asphalt fiberglass
Warranty	25-year	Fire Rating	Class A
Color/Finish Family	Brown/Tan	Wind Rating (MPH)	60.0
Shingle Length (metric) (Centimeters)	91.44	Impact Resistance	None
Shingle Width (metric) (Centimeters)	30.48	Underlayment Required	Yes
Shingle Length (imperial) (Inches)	36.0	Attic Ventilation Required	Yes
Shingle Width (imperial) (Inches)	12.0	Algae Resistance	Yes
Exposure Width (Inches)	5.0	ENERGY STAR Rated	No
Bundles per Square	3.0	Coverage Area (Sq. Feet)	33.33

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Attachment: 14600 Washington Street - Portico (AGI-2014-63 : 14600 Washington Street - Portico)



TO: Architectural Review Board
SUBJECT: 15401 Kapp Valley Way - Canopy
DATE: 06/18/14

Danny Humphreys would like to replace the canopy on the modular building located at 15401 Kapp Valley Way. Mr. Humphreys would like to use same type of canvas material as on existing canopy but, changing the colors. See attached photo

ATTACHMENTS:

- 15401 Kapp Valley Way - Canopy (PDF)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ralph Ring, Commissioner
SECONDER:	Katherine Harnest, Councilwoman
AYES:	Kenneth Luersen, Katherine Harnest, Ralph Ring
ABSENT:	Sheila Jarboe, John Parham



4.b.a
RECEIVED
JUN 12 2014
TOWN OF HAYMAR

ZONING PERMIT APPLICATION

ZONING PERMIT #: ZP20140612

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: Pickle Bobs

PROPOSED USE: _____ Size (Sq. Ft./Length) of Construction: _____

SITE ADDRESS: 15401 Kapp Valley 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: 1 Spaces Provided: 1

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.)
Replacing Canopy on Trailer use same material (Change Color)
Installing Business Sign on existing Landscape from Rt 15

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)
CANVAS WITH COLORS AS SHOWN ON ATTACHED PHOTO
IN PLACE OF EXISTING CANOPY (GREEN)

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

PERMIT HOLDER INFORMATION			PROPERTY OWNER INFORMATION		
<u>Danny Humphreys</u>			<u>SAME</u>		
Name			Name		
<u>15200 Kapp Valley Way</u>			_____		
Address			Address		
<u>Haymarket</u>	<u>VA</u>	<u>20169</u>	_____	_____	_____
City	State	Zip	City	State	Zip
<u>703-753-3466</u>	<u>dan@advantage-landscaping.com</u>		_____	_____	
Phone#	Email		Phone#	Email	

Attachment: 15401 Kapp Valley Way - Canopy (AGI-2014-64 : 15401 Kapp Valley Way - Canopy)

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.

DAJ
Applicant Signature

DAJ
Property Owner Signature

OFFICE USE ONLY

Date Filed: 6-12-14 Fee Amount: 50.00 Date Paid: 6-12-14

DATE TO ZONING ADMINISTRATOR: 6-12-14

APPROVED DISAPPROVED TABLED UNTIL: _____ DEFERRED UNTIL: _____

[Signature]
SIGNATURE P. MARSHANT SCHNEIDER
PRINT

CONDITIONS:
PER 58-15(A), ARCHITECTURAL FEATURES
NO SIGNAGE PERMITTED ON AWNING/CANOPY

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): 6-18-14

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: 15401 Kapp Valley Way - Canopy (AGI-2014-64 : 15401 Kapp Valley Way - Canopy)



Capital  Canopies, Inc.

Attachment: 15401 Kapp Valley Way - Canopy (AGI-2014-64 : 15401 Kapp Valley Way - Canopy)



TO: Architectural Review Board
SUBJECT: Town Council Updates - Councilwoman Harnest
DATE: 06/18/14



TO: Architectural Review Board
SUBJECT: Planning Commission Updates - Commissioner Ring
DATE: 06/18/14

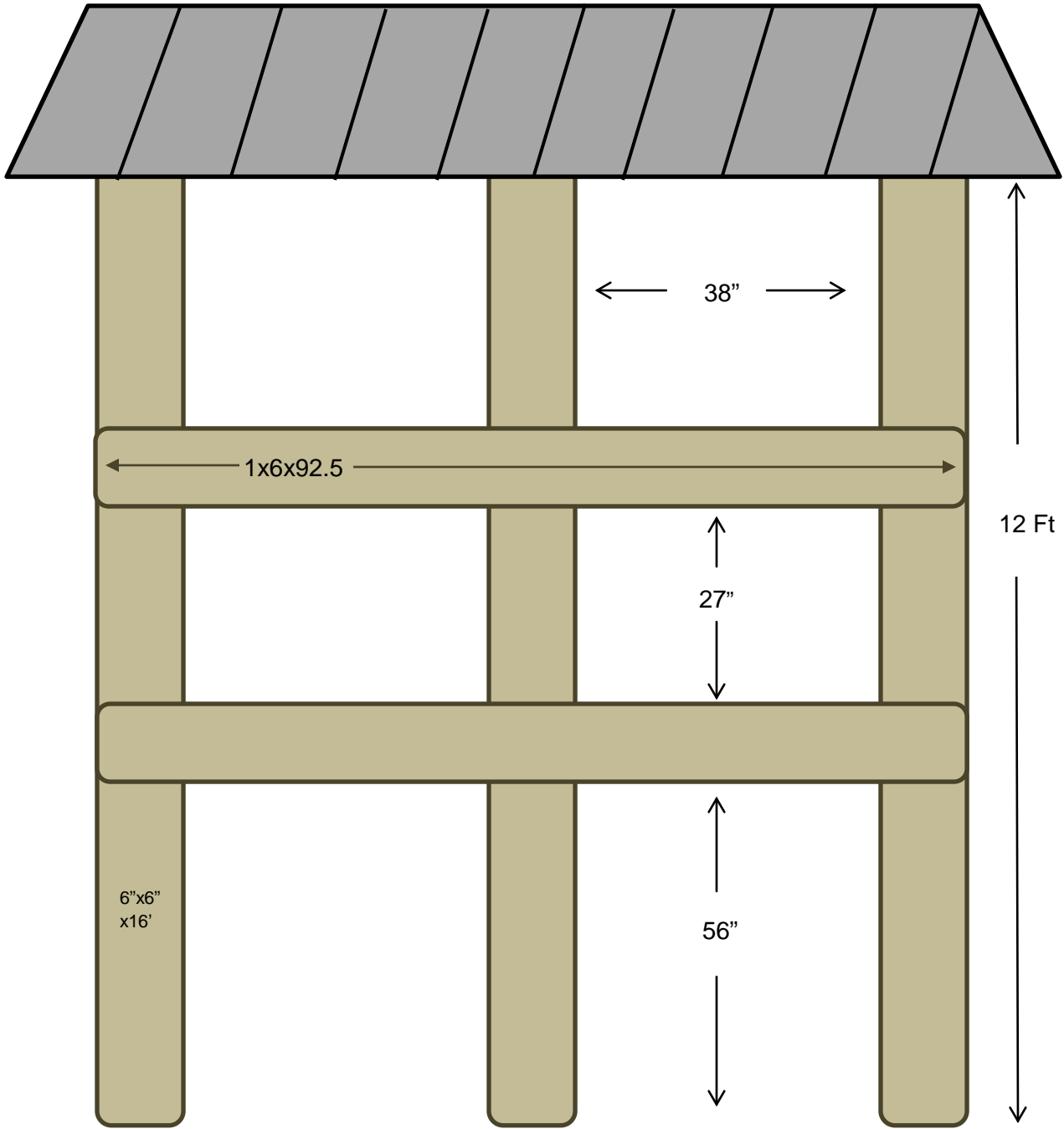


TO: Architectural Review Board
SUBJECT: Town Organization Sign - Colt Bradley
DATE: 06/18/14

Colton Bradley is here to this evening to update the ARB on his Eagle Scout project that is being supported by the Town.

ATTACHMENTS:

- Haymarket_Sign_Diagram (PDF)
- ARB Questions Regarding Sign (PDF)



Attachment: Haymarket_Sign_Diagram (1902 : Town Organization Sign - Colt Bradley)

From: Colt Bradley [<mailto:colt1@rcn.com>]
Sent: Monday, May 05, 2014 9:31 PM
To: Katherine Harnest; Katherine Harnest
Cc: Jennifer Preli; 'Kipp Bradley'; 'Abbie Bradley'
Subject: Questions on sign

Dear Mrs. Harnest

Here are the answers to the questions from the last ARB Meeting:

Any base? Based on fundraising concerns, I have not planned to build a base.

Permanence? I plan on this being a permanent structure to last for a long time.

Concrete? Yes, the frame will be anchored with concrete.

Color/stain? If the town wishes the sign to be colored or stained I will be happy to do so.

Type of wood? Pressure-treated lumber.

Ongoing maintenance? I can't obligate the troop to perform ongoing maintenance, but I'm sure the Scout Master will be willing to make a service project to fix the sign when needed.?

Height of the roof? 18 inches.

I plan on attending the May 21st ARB meeting to answer any additional questions you may have.

Very Respectfully
Colt Bradley
Life Scout, Troop Guide
Troop 924
703-349-3441



TO: Architectural Review Board
SUBJECT: ARB Task List
DATE: 06/18/14

Attached

ATTACHMENTS:

- ARB Tasking 201406 (PDF)

June ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
Welcome Signs at Town entrance	Luersen	Aug. 2012	Open	<p>???? – Task Created</p> <p>Aug. 2012 – Tabled ‘til next meeting</p> <p>Sep. 2012 – Board to review other towns signs via internet and prepare for Oct. 2012 concept discussion.</p> <p>Oct. 2012 – 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>Nov. 2012 – 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>Dec. 2012 – Task tabled for the holidays</p> <p>Jan. 2013 – 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>Feb. 2013 – 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>Mar. 2013 – 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>Apr. 2013 – 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 201406 (1904 : ARB Task List)

June ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
				<p>May 2013 – Got two drawings from Bud’s group. Comments requested during meeting</p> <p>June 2013 – Luersen to reach out to Bud Craiger to reignite progress</p> <p>July 2013 – No change</p> <p>Aug. 2013 – Luersen reached out to Bud Craiger to start back up after Summer Vacation</p> <p>Sep. 2013 – Bud said review sign types and we can meet again to develop costing figures.</p> <p>Oct. 2013 – 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>Nov. 2013 – 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>Dec. 2013 – No Change. Luersen still to follow up.</p> <p>Jan. 2014 – No Change. Luersen still to follow up.</p> <p>Feb. 2014 – No Change. Luersen still to follow up.</p> <p>Mar. 2014 – No Change. Luersen still to follow up.</p> <p>Apr. 2014 – No Change. Luersen still to follow up.</p> <p>May 2014 – No Change. Luersen still to follow up.</p> <p>Jun. 2014 – No Change. Luersen wants to let the new board to settle in and will follow up in August with Bud Craiger.</p>
Commercial Fencing	Marchant and ARB staff	December 2014	On Hold	<p>Jan. 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</p>

Attachment: ARB Tasking 201406 (1904 : ARB Task List)

June ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
				<p>begin outlining acceptable commercial fencing to include with the guideline changes.</p> <p>May 2014 – On hold until Historic District overlay is determined, requiring Guideline changes.</p> <p>Jun. 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 201406 (1904 : ARB Task List)