



**TOWN OF HAYMARKET PLANNING COMMISSION**  
**REGULAR MEETING**  
**~ AGENDA ~**

Emily Kyriazi, Town Planner  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Monday, April 17, 2023

7:00 PM

Council Chambers

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**I. Call To Order**

**II. Pledge of Allegiance**

**III. Citizens Time**

**IV. Minute Approval**

1. Planning Commission - Regular Meeting - Mar 20, 2023 7:00 PM

**V. Agenda Items**

**A. Comprehensive Plan Amendments**

1. Chesapeake Bay Preservation Act Requirements

**B. Capital Improvements Plan Revision**

1. CIP Working Document

**VI. Old Business**

**VII. New Business**

**VIII. ARB Updates**

**IX. Town Council Updates**

**X. Adjournment**



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING ~ MINUTES ~

Emily Kyriazi, Town Planner  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Monday, March 20, 2023

7:00 PM

Council Chambers

A Regular Meeting of the Planning Commission of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7:00 PM.

Chairman Alexander Beyene called the meeting to order.

### I. Call To Order

Commissioner Robert Hallet: Present, Chairman Alexander Beyene: Present, Commissioner Sandy Freeman: Present.

### II. Pledge of Allegiance

Chairman Alexander Beyene invited everyone to stand for the Pledge of Allegiance.

### III. Citizens Time

There were no citizens present at this evenings meeting.

### IV. Minute Approval

1. Planning Commission - Regular Meeting - Feb 22, 2023 7:00 PM

**Commissioner Hallet moved to approve the minutes from the February 22, 2023 Planning Commission meeting. Commissioner Freeman seconded the motion. The motion carried.**

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Robert Hallet, Commissioner                    |
| <b>SECONDER:</b> | Sandy Freeman, Commissioner                    |
| <b>AYES:</b>     | Robert Hallet, Alexander Beyene, Sandy Freeman |

### V. Agenda Items

#### 1. Town Center Site Plan

Town Planner Thomas Britt presented the Town Center site plan to the Planning Commission for consideration. He showed the green space area that would more parking in the front with upgraded landscaping. He stated that the new layout would give the site a more historic feel. There were questions regarding the dedicated right turn lane onto Washington Street from Jefferson. Mr. Britt also showed where the sidewalks would replace the chain link barrier in order to keep a more natural walkways in and out of Town. A discussion followed on different sections of the site plan.

**Chairman Beyene moved to give approval for the Town Center site plan with the conditions that all outside agencies come back before administrative approval is given. Commissioner Freeman seconded the motion. The motion carried by a roll call vote.**

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                     |
| <b>MOVER:</b>    | Alexander Beyene, Chairman                     |
| <b>SECONDER:</b> | Sandy Freeman, Commissioner                    |
| <b>AYES:</b>     | Robert Hallet, Alexander Beyene, Sandy Freeman |

### VI. Old Business

Town Planner Thomas Britt shared that all proffers from Van Metre Robinson Village townhomes have come in. He shared that staff is still waiting to hear back from the Karter School on their site plans. Mr. Britt also shared that the traffic light at the intersection of Washington Street and Costello Way will be

Minutes Acceptance: Minutes of Mar 20, 2023 7:00 PM (Minute Approval)

activated in early April. He stated that construction of the townhomes in the back of the Crossroads Village Center have started. He gave a list of all business occupying the multi tenant spaces as of March 2023. Lastly, Mr. Britt stated that he has not received any recent updates on the progress of the Planet Fitness facility beside Aldi in the Leaberry Way building.

### VII. New Business

Town Planner Thomas Britt shared that the Planning Commission will need to do some updates to the Comp Plan in regards to the Chesapeake Bay Preservation Act requirements. He stated that these requirements are given to every Town and that the representative looked at the Town's ordinance and suggested several new updates. Mr. Britt stated that he will be bring these changes for review and discussion to the April Planning Commission meeting. Mr. Britt also shared that the Town has received preliminary site plans for the town homes on Bleight Drive. He shared that he is waiting on the first round of comments but wanted to make the Commission aware that this will be a subject item in the near future.

#### 1. CBPA Comprehensive Plan Language Update

### VIII. ARB Updates

Commissioner Hallet gave the Architectural Review Board updates. He shared that the Board reviewed and approved solar panel applications for 2 homes. He also shared that the Board reviewed and approved a light permit for the parking lot at the Haymarket Masonic Lodge.

### IX. Town Council Updates

Town Clerk Kim Henry gave a brief Town Council update. She shared that the RFP for the sidewalk project is progressing. She also shared that the Council was still taking applications to fill the Council seat from Bob Weir's resignation. Ms. Henry also reminded the Planning Commission of the two vacancies on the Commission and encouraged the Commissioners to seek out to possibly find someone to fill the vacancy seats.

### X. Adjournment

With no other business before the Planning Commission, Commissioner Hallet moved to adjourn with a second by Commissioner Freeman. The motion carried.

#### 1. Motion to Adjourn

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                     |
| <b>MOVER:</b>    | Robert Hallet, Commissioner                    |
| <b>SECONDER:</b> | Sandy Freeman, Commissioner                    |
| <b>AYES:</b>     | Robert Hallet, Alexander Beyene, Sandy Freeman |

Submitted:

Approved:

\_\_\_\_\_  
Kimberly Henry, Clerk of the Council

\_\_\_\_\_  
Alexander Beyene, Chairman

Minutes Acceptance: Minutes of Mar 20, 2023 7:00 PM (Minute Approval)



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

**Thomas Britt**  
**Town Planner**

## MEMORANDUM

TO: Planning Commission  
FROM: Thomas Britt, Town Planner  
DATE: March 14, 2023  
SUBJECT: Comprehensive Plan Appendix Update

Background: As part of the Virginia DEQ's external review of the Town of Haymarket's compliance with required CBPA items, the DEQ recommended in January 2022 that the Town add a brief narrative to the existing potential soil hazards map found in the appendix of the Haymarket comprehensive plan. This narrative would provide more context for the potential soil hazards in Haymarket. The soil erosion map has also not been updated for over 10 years.

Thomas Britt, the town planner for Haymarket, has written an updated narrative for the potential erosion hazards map, and created an updated soil erosion hazard map with current soil conditions.

Response: The town planner recommends the planning commission approve:

- the updated narrative of the potential erosion and soil hazards map
- the potential erosion hazard map in the town comprehensive plan

## Sensitive Soils

Soils are perhaps the most important, and at the same time, most constraining of all the Town's natural resource. The parent material of a soil, the climate of a region, the location of surface and groundwater resources, and the slope of a land area, all of which are out of the control of human beings, will determine the soil's fertility, shrink-swell potential, permeability, erodibility, etc. These characteristics are only a few of which may affect the type of land use permitted on an individual soil. Soil characteristics will determine whether an area is appropriate for agriculture, for septic fields, or for foundations or roads. Good management of these soil characteristics will help maintain a clean water source and will provide areas to recharge groundwater. However, poor management of these soils will choke local waterways with silt and sediments and result in the erosion of valuable topsoil as well as spoil the lands cape.

As referenced in the Town's Chesapeake Bay Preservation Ordinance, soil characteristics which are considered RMA features include highly erodible soils and highly permeable soils.

According to the Soil Survey of Prince William County, Virginia, there are no highly permeable soils within the Town of Haymarket.

Figure 13 on the next page presents a map of soil erosion hazards for the Town of Haymarket. 67 percent of the Town's land area has severe erosion hazards if proper management during construction is not observed. Most of the Town's residential and commercial development sites are located within areas that have severe potential for erosion hazards. Soils with moderate risk of erosion are primarily located within and near the mapped RPA buffer adjacent to North Fork Broad Run. Outside of the North Fork Broad Run, there is a mix of soil with moderate and severe risk of erosion.

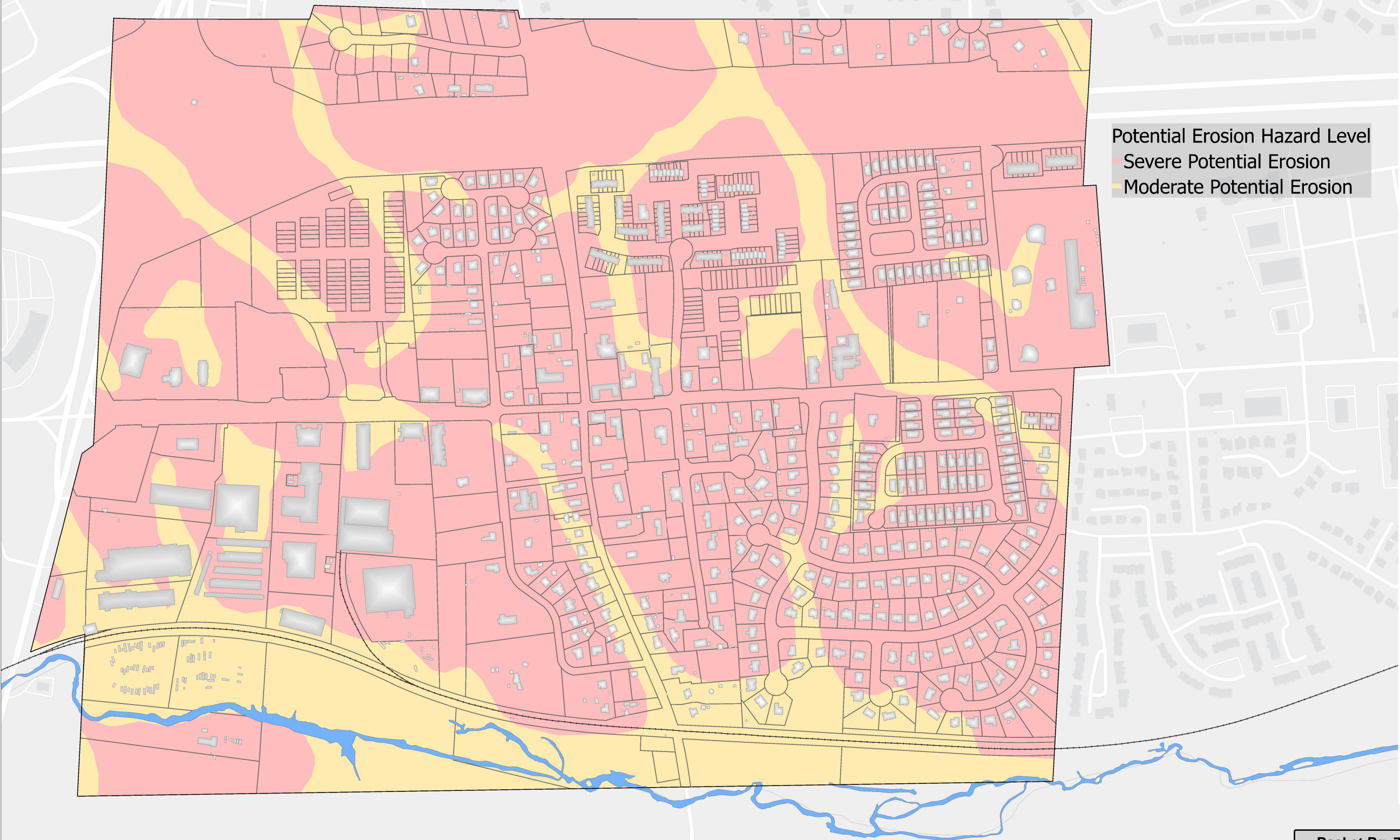
If future development is to be approved within areas with moderate-to-severe potential for soil erosion, permitted construction must be properly managed to prevent the impacts of soil erosion to water quality. Erosion and Sediment Control inspections for approved development must ensure that strict E/S controls are consistently required and applied in order to keep effective soil erosion management a high priority. The Town should carry out soils surveys on RMA lands and all remaining empty parcels to assess existing soil conditions, so that all approved land

disturbing activities shown on submitted site plans adequately address current conditions and all known onsite erosion hazards.

Other characteristics that may impact the suitability of proposed development are hydric soils, shrink-swell soils, degrees of wetness and flooding, depth-to-bedrock, and the presence of high water tables. These characteristics will determine if a site is suitable for a single family or commercial development, and whether or not a property can support an on-site septic system. There are no identified hydric soils within the Town. Soils that have a moderate shrink-swell potential include Calverton Silt Loam and the Sudley-Oatlands Complex, while soils with high shrink-swell potential include Dulles Silt Loam and Sycoline-Kelly Complex. Shrink-swell soils shrink when dry and expand when wet. Shrinking and swelling can damage roads, dams, building foundations, and other structures. A moderate-to-high shrink-swell potential may require significant precautions or preclude certain development on a given soil altogether.

# Potential Soil Erosion Hazards in Haymarket

Potential Erosion Hazard Level  
Severe Potential Erosion  
Moderate Potential Erosion



Attachment: 01 Haymarket Soil Erosion Map Draft (6077 : Chesapeake Bay Preservation Act Requirements)



**Town of Haymarket**  
**2023 Through 2028 Capital Improvements Plan**

|  | Town Contributions |                    |                    |                    |                    |           | Total Project Costs |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|-----------|---------------------|
|  | Current            | Future Years       |                    |                    |                    |           |                     |
|  | 2022-2023          | 2023-2024          | 2024-2025          | 2025-2026          | 2026-2027          | 2027-2028 |                     |
| <b>GENERAL GOVERNMENT</b>                                |                    |                    |                    |                    |                    |           |                     |
| <b>Washington Street Beautification</b>                  |                    |                    |                    |                    |                    |           |                     |
| Streetlights (Repairs)                                   |                    | \$25,000           | \$5,000            | \$5,000            | \$5,000            | \$25,000  | \$65,000            |
| Streetlight (Painting)                                   |                    |                    | \$50,000           |                    |                    |           | \$50,000            |
| Street Trees, Planters, Street Beautification Projects   |                    | \$5,000            |                    | \$5,000            |                    | \$5,000   | \$15,000            |
| Crosswalk Improvements (Signage/Markings)                |                    | \$25,000           | \$50,000           | \$50,000           |                    |           |                     |
| Crosswalk Repair (Maintenance)                           |                    |                    |                    |                    |                    | \$50,000  | \$50,000            |
| <b>Streets, Sidewalks, Parking</b>                       |                    |                    |                    |                    |                    |           |                     |
| Haymarket Park Sidewalk to Bleight Drive                 | \$500,000          |                    |                    |                    |                    |           | \$500,000           |
| Jefferson Street Turn Lane (Southbound Rte 625)          |                    | \$800,000          | \$1,500,000        |                    |                    |           | \$2,300,000         |
| Jefferson Street Turn Lane (Northbound Rte 625)          |                    |                    |                    | \$1,500,000        | \$2,000,000        |           | \$3,500,000         |
| <b>Town Center Property</b>                              |                    |                    |                    |                    |                    |           |                     |
| Master Plan Construction                                 | \$250,000          | \$250,000          | \$250,000          | \$250,000          | \$1,000,000        |           | \$2,000,000         |
| <b>Haymarket Community Park</b>                          |                    |                    |                    |                    |                    |           |                     |
| Renovations on the Community Center at Park              | \$75,000           | \$50,000           |                    |                    |                    |           | \$125,000           |
| Master Plan  |                    |                    |                    |                    |                    |           |                     |
| Parking Improvements                                     |                    |                    |                    |                    |                    |           | \$0                 |
| <b>Town Signage</b>                                      |                    |                    |                    |                    |                    |           |                     |
| Signage Above TH and PD Doors                            | \$20,000           |                    |                    |                    |                    |           | \$20,000            |
| Gateway Sign Program (Design, Engineering, Construction) |                    | \$15,000           | \$35,000           | \$35,000           |                    |           | \$85,000            |
| Post & Panel Gateway Signs (Qty 2)                       |                    | \$16,000           |                    |                    |                    |           | \$16,000            |
| <b>Quiet Zone</b>  |                    |                    |                    |                    |                    |           |                     |
| Quiet Zone Implementation                                |                    | \$150,000          | \$150,000          | \$250,000          |                    |           | \$550,000           |
| <b>POLICE DEPARTMENT</b>                                 |                    |                    |                    |                    |                    |           |                     |
| Police Cruiser   | \$43,000           | \$66,000           | \$109,000          | \$109,000          |                    |           | \$327,000           |
| PD Awning  |                    | \$6,000            |                    |                    |                    |           |                     |
| Admin Window   |                    | \$8,000            |                    |                    |                    |           | \$8,000             |
| <b>MUSEUM</b>  |                    |                    |                    |                    |                    |           |                     |
| Caboose Renovations                                      | \$40,000           |                    |                    |                    |                    |           | \$40,000            |
| <b>Totals</b>  | <b>\$928,000</b>   | <b>\$1,416,000</b> | <b>\$2,149,000</b> | <b>\$2,204,000</b> | <b>\$3,005,000</b> |           |                     |

Attachment: FY2024 CIP Draft\_04.14.2023 (6091 : CIP Working Document)