



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING

~ AGENDA ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Monday, March 18, 2019

7:00 PM

Council Chambers

### **I. Call to Order**

### **II. Pledge of Allegiance**

### **III. Minutes Approval**

1. Planning Commission - Regular Meeting - Feb 11, 2019 7:00 PM

### **IV. Citizen's Time**

### **V. Agenda Items**

1. CIP Final Draft
2. Street Tree Recommendation

### **VI. Updates**

1. Playground Update

### **VII. Architectural Review Board Update**

### **VIII. Town Council Update**

### **IX. Adjournment**



TOWN OF HAYMARKET PLANNING COMMISSION
REGULAR MEETING
~ Minutes ~

Emily Lockhart, Town Planner
http://www.townofhaymarket.org/

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, February 11, 2019

7:00 PM

Council Chambers

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

Chairman Matt Caudle called the meeting to order.

I. Call to Order

Chairman Matt Caudle: Present, Councilman Steve Shannon: Present, Commissioner Nicholas Pulire: Present, Commissioner Tony James: Absent, Commissioner Aayush Kharel: Present.

II. Pledge of Allegiance

III. Minutes Approval

1. Planning Commission - Regular Meeting - Jan 15, 2019 7:00 PM
Councilman Shannon makes a motion to accept the minutes from the January 15, 2019 regular meeting. Commissioner Pulire seconds the motion.

There is no discussion on the motion.

Table with 2 columns: Field (RESULT, MOVER, SECONDER, AYES, ABSENT) and Value (ACCEPTED [UNANIMOUS], Steve Shannon, Councilman, Nicholas Pulire, Commissioner, Matt Caudle, Steve Shannon, Nicholas Pulire, Aayush Kharel, Tony James)

IV. Citizen's Time

There are no Citizen's comments.

V. Agenda Items

VI. New Business

1. Draft Capital Improvements Plan

Ms. Lockhart states that at this evening's meeting, the Commission will be discussing the Capital Improvement Projects that the Town needs and wants to compile in the coming year. She continues stating that they will be looking at all government projects within the Town limits of the course of the next five years.

Areas highlighted in the evening's discussion includes striking the "quiet zone" implementation, sidewalks, playground and Town park, Washington Street beautification, Town Center property, Town signage and Museum.

VII. Old Business

Ms. Lockhart shares that Crossroads Village got their DEQ, VDOT and Prince William Service Authority comments in. She adds by next meeting we will most likely have the next rendition of the plan. The Fayette Street/Jefferson Street homes are still addressing questions from the Town Engineer. She concludes that she is working out final details for the Citizen's Survey which should go live by the end of February.

Ms. Lockhart states that Morais Winery purchased one of the brick ramblers on Washington Street and the plans are to open a wine tasting room.

Minutes Acceptance: Minutes of Feb 11, 2019 7:00 PM (Minutes Approval)

### VIII. Town Planner Update

Ms. Lockhart updates the Commission on some of the upcoming events including the Stars and Stripes Concert and Car Show, end of summer barbecue and concert, Haymarket Day and Christmas and Holiday Event.

### IX. Architectural Review Board Update

Ms. Lockhart states that the Board voted to demolish 6 of the 7 structures across the street. She adds that they felt the one on the corner of Jefferson Street and Payne Lane was one that could be salvaged and rehabilitated. She further adds that the applicant did appeal that decision and the Town Council upheld the ARB's decisions.

### X. Town Council Update

Councilman Shannon states that the SUP for the McDonald's drive and Sherwood Forest resolution were on the agenda. He adds that the Mayor's veto for the funeral was not overridden.

### XI. Adjournment

#### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Shannon, Councilman
<b>SECONDER:</b>	Nicholas Pulire, Commissioner
<b>AYES:</b>	Matt Caudle, Steve Shannon, Nicholas Pulire, Aayush Kharel
<b>ABSENT:</b>	Tony James

Submitted:

Approved:

\_\_\_\_\_  
Shelley M. Kozlowski, Clerk of the Council

\_\_\_\_\_  
Matt Caudle, Chairman

Minutes Acceptance: Minutes of Feb 11, 2019 7:00 PM (Minutes Approval)



**Town of Haymarket**  
**2019-2024 Capital Improvements Plan**

	Town Contributions					Total Project Costs
	Upcoming Year	Future Years				
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	
<b>GENERAL GOVERNMENT</b>						
<b>Streetscape</b>						
						\$0
<b>Washington Street Beautification</b>						
Painting of Light Posts		\$20,000			\$20,000	\$40,000
Benches, Pads, Trashcans, Bike Racks		\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Crosswalk Repair		\$50,000			\$20,000	\$70,000
<b>Streets, Sidewalks, Parking</b>						
Haymarket Park Sidewalk to Bleight Drive		\$250,000				\$250,000
Municipal Parking Lot						\$0
Sidewalk extension (Jefferson St./ Town Side Streets)	\$500,000					\$500,000
<b>Town Center Property</b>						
Master Plan construction	\$100,000					\$100,000
Security Surveillance System	\$10,000					\$10,000
<b>Haymarket Community Park</b>						
Master Plan Engineering	\$75,000					\$75,000
Construction		\$235,000	\$2,000,000	\$2,000,000	\$2,000,000	\$6,235,000
<b>Town Administration</b>						
Information Technology Upgrade		\$25,000	\$25,000			\$50,000
<b>Town Signage</b>						
Gateway Sign Program (Design, Engineering, Construction)	\$15,000	\$35,000	\$35,000			\$85,000
Post & Panel Gateway Signs (Qty 2)	\$16,000					\$16,000
National Historic Registry Marker		\$5,000				\$5,000
<b>Quiet Zone</b>						
Quiet Zone Implementation		\$150,000	\$150,000	\$250,000		\$550,000
<b>POLICE DEPARTMENT</b>						
Police Cruiser	\$45,000	\$47,500	\$50,000	\$52,500	\$55,000	\$250,000
RADAR Speed Indicator Signs	\$15,000					\$15,000
Duty Pistol Upgrade	\$5,500					
Scene/Event Lights		\$10,000				\$10,000
RADAR Speed Trailer		\$12,500				\$12,500
Variable Message Boards			\$20,000			\$20,000
<b>MUSEUM</b>						
Security Surveillance System (Museum and Park Buildings)	\$5,000					\$5,000

<b>Totals</b>	<b>\$786,500</b>	<b>\$845,000</b>	<b>\$2,285,000</b>	<b>\$2,307,500</b>	<b>\$2,100,000</b>	<b>\$0</b>
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Attachment: 2019 Draft CIP 5 Year Plan (3956 : CIP Final Draft)

\*Design- Phase 1, 2019-2020/ \$35,000 for 1 Monument Sign

\* Removing Quiet Zone Implementation --

\* Inflation costs, adding additional 2500 each year to plan for costs increase  
2 new signs 9,500 Plus costs of two new poles and installation?

\* Accident scenes/Events



**Emily K. Lockhart**  
Town Planner and Zoning Administrator

## MEMORANDUM

TO: Planning Commission  
FROM: Emily K. Lockhart  
DATE: March 14, 2019  
SUBJECT: Draft CIP Recommendation

**Summary:**

Following the Planning Commission's last CIP discussion, additional changes have been made to the Plan. After discussion on March 18th, the Planning Commission shall make a recommendation to the Town Council.

**Draft Motion:**

"I move the Planning Commission to recommend the Draft CIP for 2019-2024 to the Town Council for approval.

OR Other Motion

Attachment: CIP Draft Memo (3956 : CIP Final Draft)



**Emily K. Lockhart**  
Town Planner and Zoning Administrator

## MEMORANDUM

TO: Town Council  
FROM: Emily K. Lockhart  
DATE: March 14, 2019  
SUBJECT: Washington Street Streetscape Trees

### Summary:

Per the request of Mayor and Council, I would like to discuss the streetscape trees for Washington Street. Of those planted, a majority of them are damaged, leaning or in poor condition and need replacement. In addition, we have lost a number of trees due to vehicle accidents, high winds, and poor maintenance practices. With the money from the Historic Commission for the Streetscape, I propose we invest in replacing our street trees. It has been requested we consider planting Crepe Myrtles as the new street tree. Several other properties in Town already have these trees planted along Washington Street and the coordination will benefit the Town's beautification and unity along main street. The Council would be requesting a recommendation from the Planning Commission on the preferred Street Tree type.

### Draft Motion:

"I move the Planning Commission to recommend the Crepe Myrtle trees as a replacement for the street trees along Washington Street.

Or

Other Motion

Attachment: Street Tree Memo (AGI-2019-12 : Street Tree Recommendation)



PLAYGROUND SPECIALISTS INC.  
29 APPLES CHURCH ROAD  
THURMONT, MD 21788

EQUIPMENT SIZE:  
**X' x Y' x Z'**

USE ZONE:  
**X' x Y'**

AREA: **3520 SqFt.** PERIMETER: **256 Ft.**

FALL HEIGHT:  
**9 Ft.**

USER CAPACITY: **95** AGE GROUP: **2-12**

ADA SCHEDULE	Total Elevated Play Activities: X		
	Total Ground-Level Play Activities: X		
	Accessible Elevated Activities	Accessible Ground-Level Activities	Accessible Ground-Level Play Types
Required	X	X	X
Provided	X	X	X

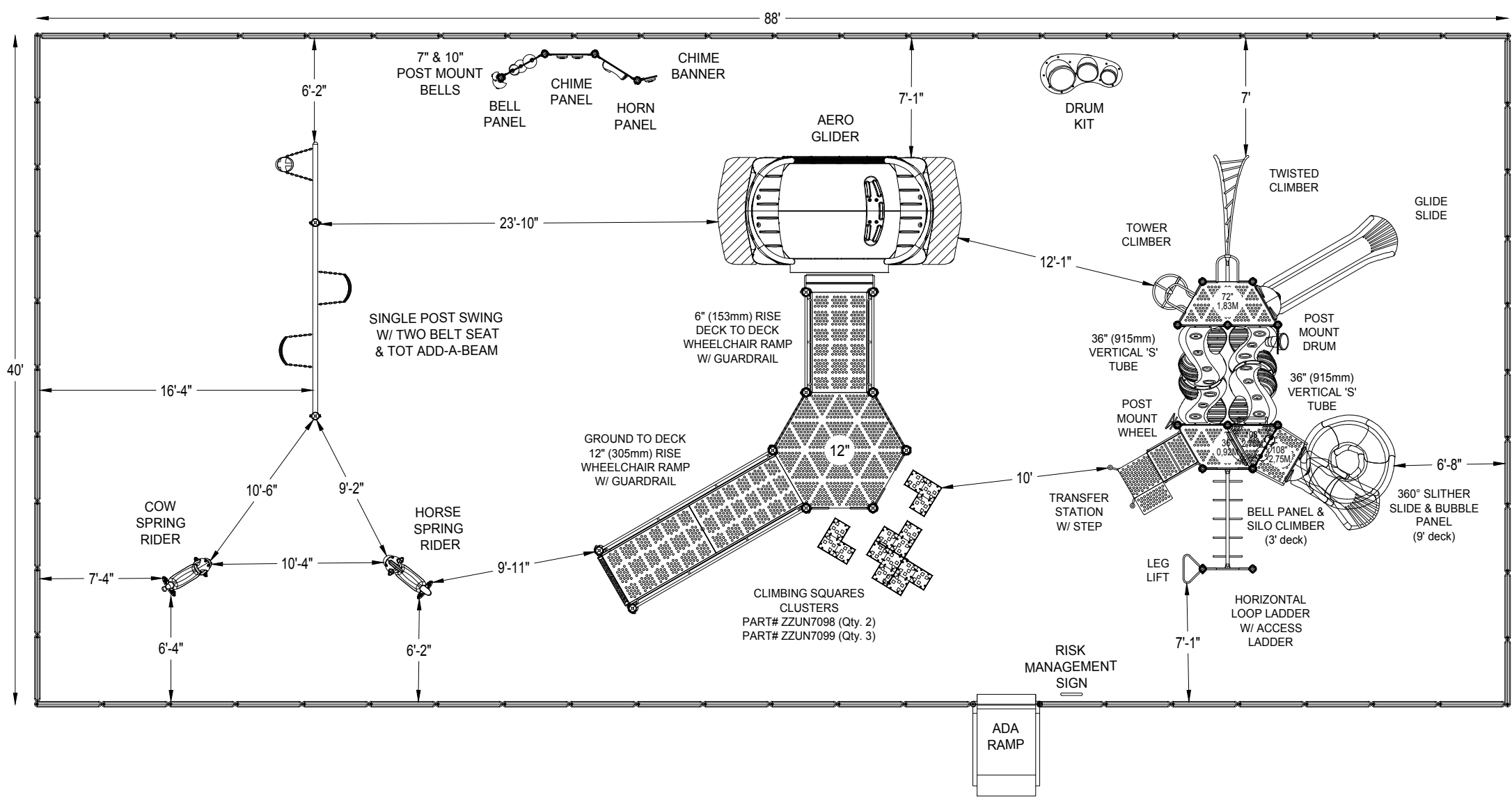
- ✓ ASTM F1487-17
- ✓ CPSC #325



PROJECT NO: <b>P082118-2B</b>	SCALE: <b>1/8"=1'-0"</b>
DRAWN BY: <b>SSHEEHY</b>	Paper Size <b>B</b>
DATE: <b>11-MAR-19</b>	

# Town of Haymarket Playground

Attachment: Town Of Haymarket Playground Opt 1-Site Plan (3958 : Playground Update -- Site Visit)



\*PLAYGROUND SUPERVISION REQUIRED





PLAYGROUND SPECIALISTS INC.  
29 APPLES CHURCH ROAD  
THURMONT, MD 21788

EQUIPMENT SIZE:  
**X' x Y' x Z'**

USE ZONE:  
**X' x Y'**

AREA: **3520 SqFt.** PERIMETER: **256 Ft.**

FALL HEIGHT:  
**8 Ft.**

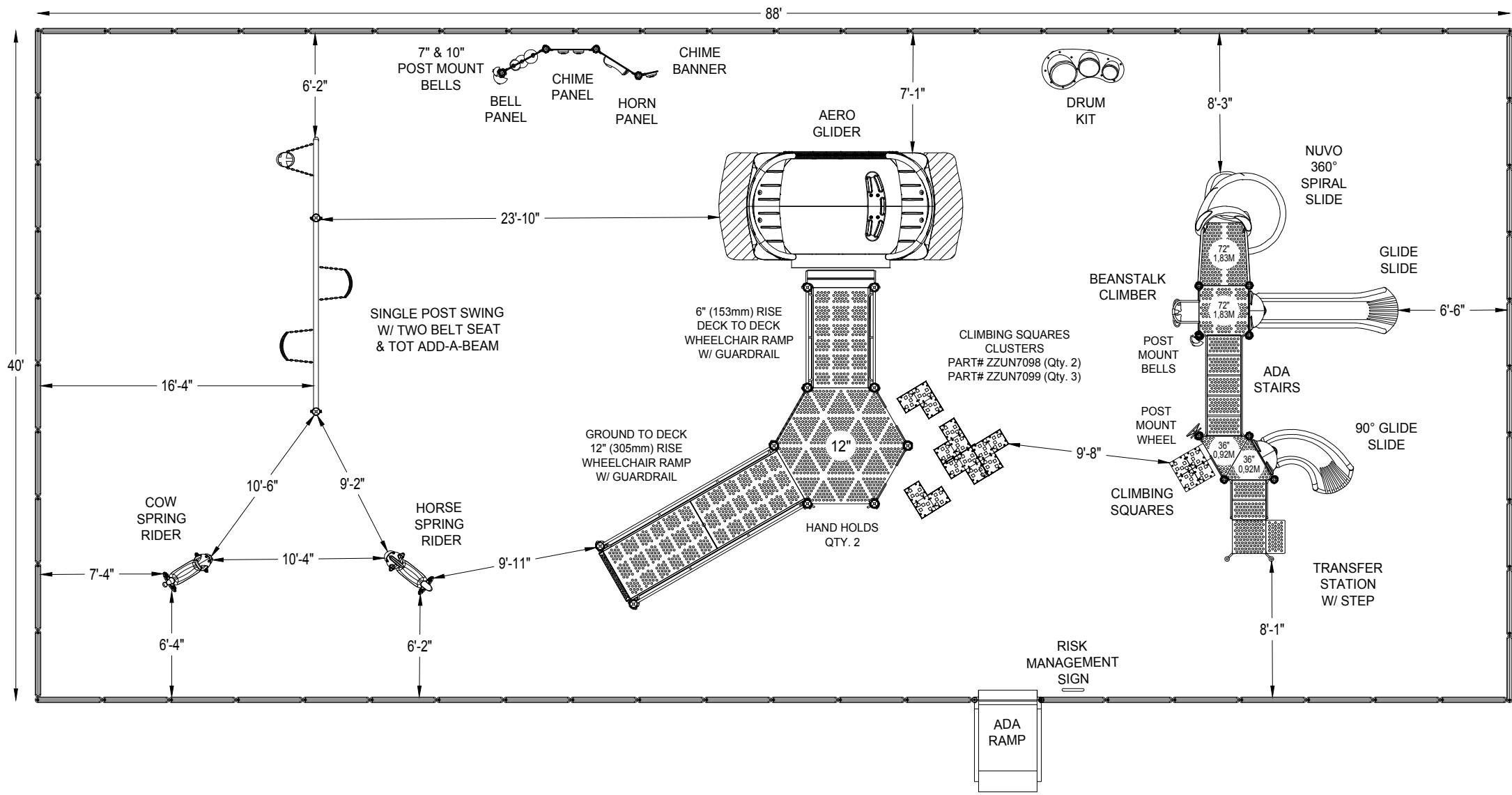
USER CAPACITY: **80** AGE GROUP: **2-12**

ADA SCHEDULE	Total Elevated Play Activities: X		
	Total Ground-Level Play Activities: X		
	Accessible Elevated Activities	Accessible Ground-Level Activities	Accessible Ground-Level Play Types
Required	X	X	X
Provided	X	X	X

- ✓ ASTM F1487-17
- ✓ CPSC #325



PROJECT NO: <b>P121418-10C</b>	SCALE: <b>1/8"=1'-0"</b>
DRAWN BY: <b>SSHEEHY</b>	Paper Size <b>B</b>
DATE: <b>11-MAR-19</b>	



\*PLAYGROUND SUPERVISION REQUIRED

# Town of Haymarket Playground

Attachment: Town Of Haymarket Playground Opt 2-Site Plan (3958 : Playground Update -- Site Visit)