



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING ~ AGENDA ~

Shelley M. Kozlowski, Clerk of Council  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, November 1, 2017

7:00 PM

Council Chambers

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

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

### **III. Moment of Silence**

### **IV. Minutes Approval**

1. Planning Commission - Regular Meeting - Oct 4, 2017 7:00 PM

### **V. Citizens' Time**

### **VI. New Business**

1. Potential New Town Business, Informational Session to Introduce Business

### **VII. Old Business**

1. #SP2017-003 Haymarket Town Center Redevelopment Final Site Plan
2. A Dog's Day Out Discussion

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

### **IX. Architectural Review Board Update**

### **X. Town Planner Update**

### **XI. Adjournment**



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING ~ MINUTES ~

Debra Sprehe, Clerk of Council  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, October 4, 2017

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.

### 1. Call to Order

Chairman Matt Caudle: Present, Commissioner James Carroll: Present, Commissioner Maureen Carroll: Present, Councilman Connor Leake: Present, Commissioner Cathy Pasanello: Present, Commissioner Madhusudan Panthi: Present, Commissioner Steve Shannon: Present, Councilwoman Susan Edwards: Present.

### 2. Pledge of Allegiance

### 3. Moment of Silence

### 4. Minutes Approval

a. Planning Commission - Regular Meeting - Jul 5, 2017 7:00 PM

A motion was made to approve the minutes from the July 5, 2017 meeting.

<b>RESULT:</b>	<b>ACCEPTED [7 TO 0]</b>
<b>MOVER:</b>	Steve Shannon, Commissioner
<b>SECONDER:</b>	James Carroll, Commissioner
<b>AYES:</b>	Caudle, Carroll, Carroll, Leake, Pasanello, Panthi, Shannon
<b>ABSTAIN:</b>	Susan Edwards

### 5. Citizens' Time

### 6. New Business

#### a. #SP2017-003 Haymarket Town Center Redevelopment Final Site Plan

Emily Lockhart, Planner, reports that the staff has received the Town Center Redevelopment Final Site Plans from the engineering consultant, Rinker Design Associates, PC (RDA). The final site plan will require a parking and landscape waiver for final approval from the Town Council.

The current zoning ordinance requires 70 spaces and the waiver would allow 61 spaces. This will add 8 parking spaces to the current 53 spaces. The parking will be shared with other tenants/visitors. Because offices/retail tenants do not have peak demands in the day time it is expected to meet the parking demands. Staff recommends the shared parking waiver be reviewed and approved since it increases the current number of spaces, provides a site that accommodates two-way traffic and additional green space in front of Town Hall.

Currently the existing site has minimal or very little landscaping. The proposed landscaping is aesthetically pleasing and creates a Town green space. The required landscaping waivers are for a buffer adjacent to the residential and commercial developments along the property boundaries, for parking adjacent to public streets and, for the required number of trees per 10 parking spaces along Washington Street and Jefferson Street and the required landscape strip along Jefferson Street. Staff believes these waivers will enhance the entire site by providing adequate screening and buffer consisting of the existing 6' board fence and adding a 5' landscaping strip along all property lines. This change will allow for sufficient screening and increase the traffic flow. Staff recommends the landscaping waiver be reviewed and approved.

Minutes Acceptance: Minutes of Oct 4, 2017 7:00 PM (Minutes Approval)

Staff recommends changing the type of trees to be planted along Washington & Jefferson from London Plane trees to something less invasive, less in height, and does not drop seed balls, which these trees are known to do. Staff will look at the zoning approved list of trees to find a substitute. Council member Edwards asked if any trees would be planted in accordance with the Journey Through Hallowed Ground specifications, if not then recommends checking with them regarding the choice of trees.

Committee members instructed staff to research tree options and bring this back to the next meeting for a vote.

## 7. Old Business

Committee member Maureen Carroll believes a walking tour of the town will give them a better idea of traffic impact and an opportunity to evaluate potential improvements/developments.

The Committee agreed to meet at 5:30pm prior to the next meeting on November 1, 2017, to take a "walking tour" of the town.

## 8. Town Council Update

Kimberly Murray, Town Manager, reported, staff is working on getting the Town Center project moving. The next Council meeting will have a resolution for funding and Council will give staff recommendations on how to proceed. To complete entire project may be more than financially possible this year so it may have to be done in phases. The Town is planning to get a general obligation bond for \$2 million along with adding limited cash reserves. This bond will not increase taxes so there is no need for a referendum.

Kimberly Murray, Town Manager, explained the staff will be asking the Council to apply for a VDOT Revenue Sharing Program with Prince William County. These VDOT revenue sharing funds require the Town to match 50% of the funding received.

## 9. Architectural Review Board Update

Committee member, Steve Shannon reported that Committee member Bond brought up the fence along CVS. Shannon explained that it is more to keep the pedestrians from crossing the busy road than animals. VDOT installed the fence but will not put anything else up. If a change is made it will be the Town's responsibility.

The ARB is working on getting signs that say "Welcome to Haymarket". Council member, Susan Edwards, said the ARB Committee had several previous work session to determine the sign design but have been waiting until all construction was completed on the diamond interchange.

Chairman, Luersen, suggested removing the "coming soon" from park sign. It needs to be revisited since it says something that is not accurate at this time.

## 10. Town Planner Update

### a. A Dog's Day Out Update

Emily Lockhart, Planner, reported the "A Dog's Day Out" was approved as a dog beauty salon, however applicant has stated that ADDO will offer 24/7, 365 days a year cage-free dog daycare, boarding and certified grooming which makes their business more in line with a kennel operation. Only certified grooming complies with the zoning ordinance definition of Personal Services; grooming of pets.

The applicant was sent a letter by former planner, Steve Gyuris, outlining his opinion and suggestions for possible zoning text amendments. In the applicant's response Wikipedia's definition was referenced which outlines dog daycare as short-term daytime care for dogs. This definition does not include overnight stays. The applicant was urged to schedule an appointment to discuss their requests and anticipated time frame. The applicant meet with current town planner to discuss her zoning text amendment. They would like to put a residential apartment on the 1<sup>st</sup> floor that would not necessarily have anything to do with the business or comply with the current zoning. Previously the applicant said the apartment would only be for a person to occasionally stay if dogs remained after hours because the owner could not pick them up. This change in the plan was not previously discussed with past planning staff. The Committee said no requests of a residential apartment, not related to the business, was previously suggested by the applicant at the time approval was granted. Staff will clarify with the applicant if the actual use will be residential or an occasional overnight and report to the Committee.

Lockhart reported that the old zoning ordinance allowed a residential dwelling on the 2<sup>nd</sup> floor of a B1 building as long as it was not more than 40% of gross floor area; however, current zoning definition allows an apartment to be attached to a residential dwelling with the owner living in the main dwelling. The Committee's options are: 1) restore previous B1 zoning ordinance as requested by applicant; they still do not comply; 2) change accessory apartment definition in the B1 district but all businesses (restaurant, other commercial buildings) could have 1<sup>st</sup> floor apartment. Consideration should be given to the future impact this would have on the Town in the B1 district and how to limit. 3) The Committee could ask the applicant to include, in writing, that the accessory apartment would only be used for staff personnel to occasionally look after dogs.

Lockhart researched surrounding cities/towns ordinances and they do not allow B1 buildings to have a residential apartment since dog kennels/day cares are in industrial sections of their city/town with restrictions of no outdoor use.

Kimberly Murray, Town Manager, reported the staff has gotten this far and are looking for guidance for any avenues that will allow the applicant to continue to move forward. The Town Manager indicated in the future a written intent of use should be added to the permit process so that changes cannot be made as an applicant goes along which has occurred in this situation.

Each Committee member gave their opinion and unanimously agreed that only a dog grooming/day care is the appropriate use of the site; it is not to be used as a kennel or have a non-related residential apartment on the 1st floor. The applicant can proceed with their business as previously approved. If the applicant wants to present their case for something other than a personal services business then they are welcome to do so but it will likely delay their business plans even further.

**b. Wood Village LLC Parking Lot Site Plan Update**

Emily Lockhart, Planner, reported the Town engineer, Katie McDaniel, reviewed the Wood Village LLC parking lot site plan for Iceplex overflow parking at Winterham. Per zoning ordinance the small adjustments to the already approved plans can be approved administratively as long as all required documents are submitted.

**11. Adjournment**

**a. Motion to Adjourn**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	James Carroll, Commissioner
<b>AYES:</b>	Caudle, Carroll, Carroll, Leake, Pasanello, Panthi, Shannon, Edwards

Submitted:

Approved:

\_\_\_\_\_  
Debra Sprehe, Town Clerk

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

Minutes Acceptance: Minutes of Oct 4, 2017 7:00 PM (Minutes Approval)



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

**Emily Lockhart**  
TOWN PLANNER

## MEMORANDUM

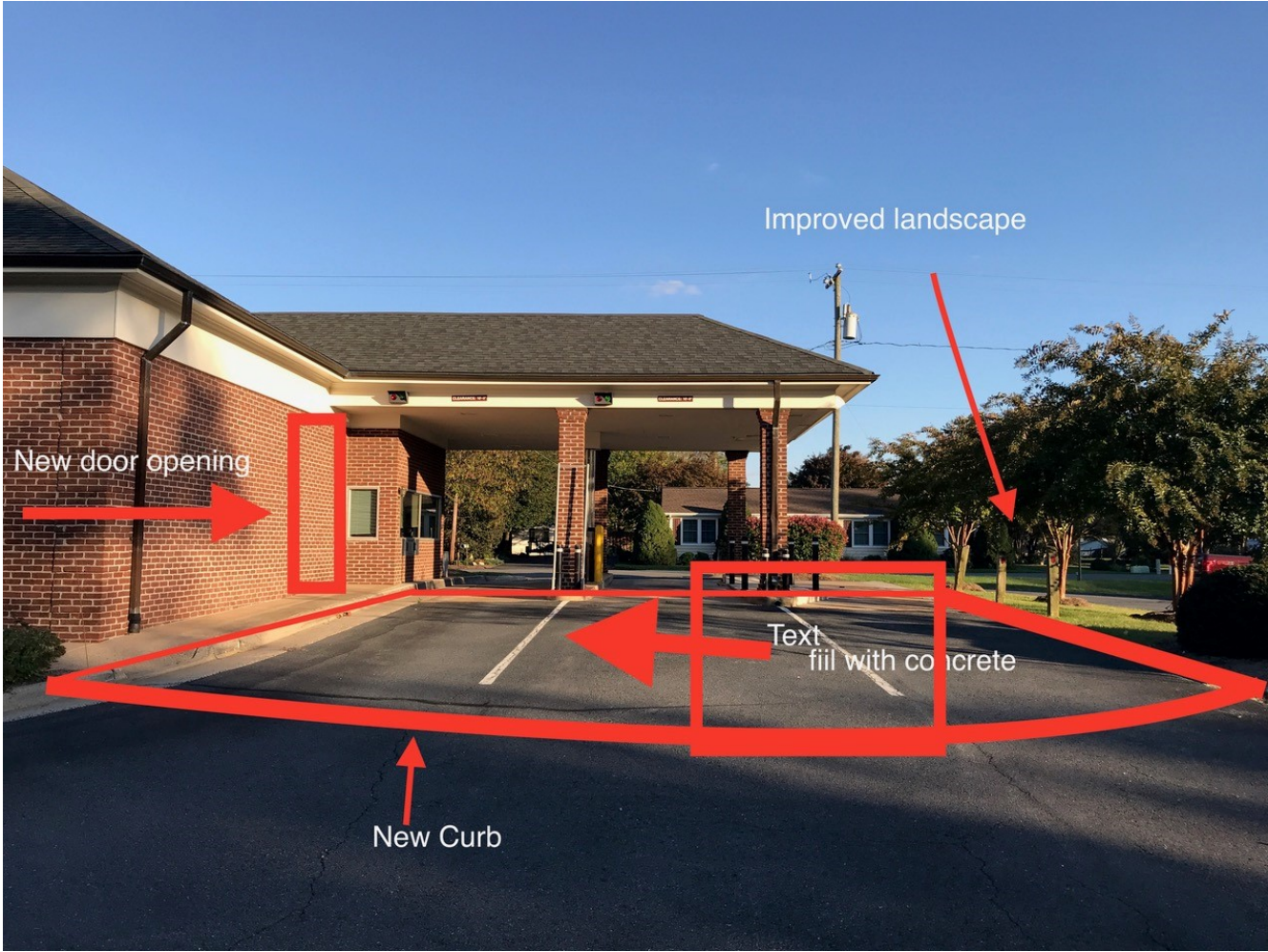
TO: Planning Commission  
FROM: Emily Lockhart, Town Planner  
DATE: November 01, 2017  
SUBJECT: Introduction to Potential New Restaurant in Town

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### SUMMARY:

Miguel Pires is interested in converting the BB&T bank building at 14931 Washington Street into Zandra's restaurant with an outdoor patio. Miguel owns and operates Zandra's in Manassas and would like to open his second location in Haymarket. The restaurant would provide an outdoor patio with buffering to enhance the patio setting as well as enhance the experience for the surrounding businesses and residential properties.

The addition of the restaurant to Town would provide an enhancement to our walkable Town, allowing residents to walk to the restaurant in the evening and enjoy the outdoor setting. This opportunity provides an example for others to adaptively reuse buildings in Town and provide spaces that welcome the residents, are aesthetically appealing and bring the use out into the open space.



Attachment: Staff Report for Zandra's (3341 : Potential New Town Business, Informational Session to Introduce Business)

Improve landscaping to provided additional screening

Increase curb



New opening for service

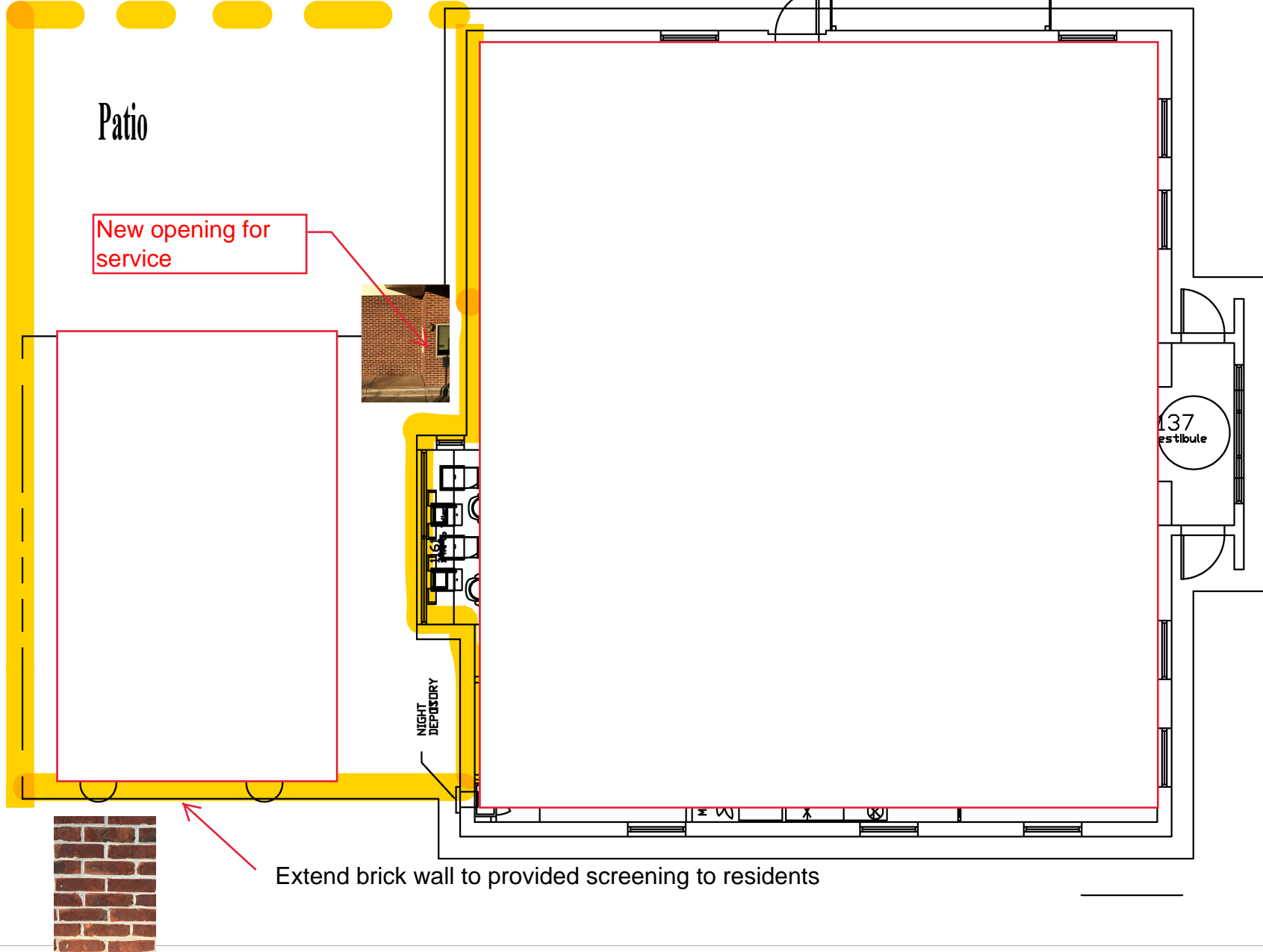


Extend brick wall to provided screening to residents



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

**Emily Lockhart**  
TOWN PLANNER

## MEMORANDUM

TO: Planning Commission  
FROM: Emily Lockhart, Town Planner  
DATE: November 01, 2017  
SUBJECT: #SP2017-003 Haymarket Town Center Redevelopment Final Site Plan

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### SUMMARY:

The Journey through Hallowed Ground organization has recommended the following trees based on their primary palette; Redbud, Oaks, Red Maples and Red Cedars. Any of the trees on the primary palette would fit in with the current landscaping along Washington Street. I recommend the Planning Commission discuss the tree options and decide on which trees they would like to have in the parking lot landscape as well as the Washington and Jefferson Street Corridors. The current trees on the plan are London planetree in parking and Washington Hawthorne along the streets. I recommend Red Maples, Redbud or an Oak.

### Draft Motion:

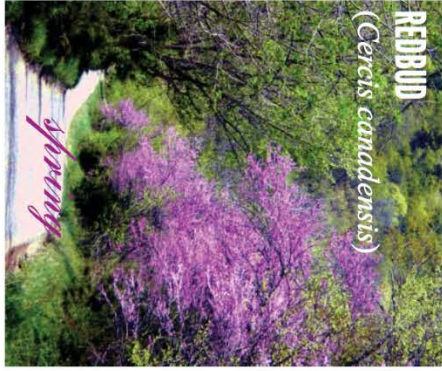
"I make a motion to approve the parking wavier for SP2017-003 Haymarket Town Center Redevelopment Final Site Plan and the landscaping wavier for SP2017-003 Haymarket Town Center Redevelopment Final Site Plan with the recommendation that the parking lot trees are changed to ---insert tree name--- and the street trees are changed to ---insert tree name---."

Or alternative motion.



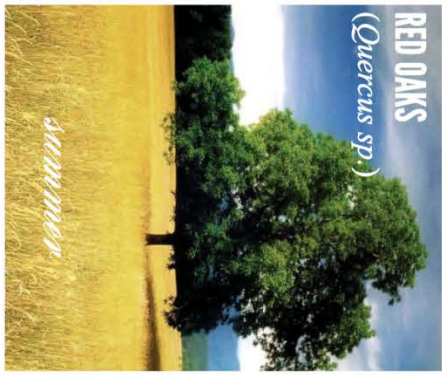
04 - THE BRAND

THE PRIMARY PALETTE:  
THE ACTORS



SYMBOLIC SIGNIFICANCE

Redbuds are one of the most adaptable and orniferous native understory trees. Redbuds bloom when other trees have yet to leaf out, making them that much more vivid. They do well as a forest understory tree or in a sunny eld. They are aggressive generalists that thrive in the heavy competition of hedgerows. Their ornamental features can be associated with remembering the war dead, including the reddish-purple color (blood, valor) and their heart-shaped leaves (love, sacr ce).



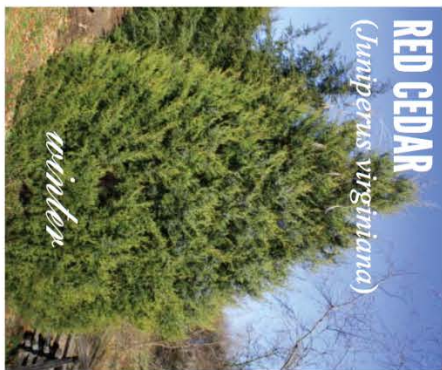
SYMBOLIC SIGNIFICANCE

Oaks are among the most stately and majestic trees in the Eastern forests. Of the many "witness trees" still living on Civil War battle elds, oaks are among the most numerous, including a particularly famous copse of Oaks that marked Pickett's Charge. Oaks possess a rich symbolic history, particularly as a marker for war dead. The trees' mighty stature, their strength, and longevity all make them a clear choice for the Living Legacy Project.



SYMBOLIC SIGNIFICANCE

Red Maple is possibly the most widely distributed tree in eastern North America. No tree offers as much drama in color as the Red Maple. It is the rst tree to leaf out in the spring, with garnet buds and samaras; its silver bark is striking in the winter; and it is the rst and most brilliant tree in fall. The purity of the red color in fall is without rival. The association of this red with the memory of Civil War soldiers would make a dramatic statement about blood, sacr ce, and honor.



SYMBOLIC SIGNIFICANCE

The Red Cedar may be the most predominant native plant already along the NSB. It is highly adaptable and capable of withstanding poor and compacted soils. A young Red Cedar has a form almost human in shape. Grouped together or arranged in an allee, Cedars recall soldiers marching or standing in a eld a witness to the passage of time. Cedars' foliage is evergreen, making it an ideal candidate for screening or framing views. Perhaps the best feature of Cedars is how elegantly they age over time.

## THE PLANT PALETTE

It is necessary and tting that the Living Legacy project establish a de ned plant palette. The palette will help establish a consistent and recognizable imprint for the National Scenic Byway. The trees selected for this palette have symbolic, historic, or cultural signi cance.

### NATIVE SPECIES

From the beginning of the project, the mandate that all trees be native to the National Heritage Area has been clear. The Living Legacy Project is a bold celebration of the local culture and ecology of the region, so it is tting that native species compose the palette. The ecological bene ts of using native trees has been widely documented. They support more wildlife, from leaf-eating Lepidoptera to small mammals. They are generally adapted to many of the conditions of the corridor. Because they have evolved within the region, their colors, forms, and patterns express the unique sense of place.

### THE PRIMARY PALETTE

The plant palette is divided into a primary and secondary palette. The purpose of this division is to give certain weight to key symbolic trees. The primary palette consists of four basic trees, though the cultivars and individual species are also included in that list. Each of the four basic groups represents one tree that is a highlight for a particular season, Redbuds for spring, Oaks for summer, Maples for fall, and Red Cedars for winter.

### DISTRIBUTION OF THE PRIMARY PALETTE

The primary palette will make up at least 75% of the species within the right of way. The goal is to establish a bold imprint for visitors travelling along the NSB. Larger plantings beyond the right of way such as groves and forests can be more mixed, though the more visible edges of these groups should use primary palette species more heavily.

PRIMARY PALETTE PLANT LIST	
<p><b>RED MAPLES</b> <i>Acer rubrum</i>, Red Maple</p> <p>The following cultivars are acceptable and should make up at least 70% of Red Maples within the right of way of the NSB. <i>Acer rubrum</i> 'October Glory' <i>Acer rubrum</i> 'Autumn Flame' <i>Acer rubrum</i> 'Red Sunset' <i>Acer rubrum</i> 'Autumn Blaze' <i>Acer rubrum</i> 'Autumn Fantasy' <i>Acer rubrum</i> 'Brandywine' <i>Acer rubrum</i> 'Somerset' <i>Acer rubrum</i> 'Sun Valley'</p> <p>The following cultivars are acceptable and should make up at least 70% of Red Maples within the right of way of the NSB. <i>Acer rubrum</i> 'October Glory' <i>Acer rubrum</i> 'Autumn Flame' <i>Acer rubrum</i> 'Red Sunset' <i>Acer rubrum</i> 'Autumn Blaze' <i>Acer rubrum</i> 'Autumn Fantasy' <i>Acer rubrum</i> 'Brandywine' <i>Acer rubrum</i> 'Somerset' <i>Acer rubrum</i> 'Sun Valley'</p> <p>The following cultivars are acceptable and should make up at least 70% of Red Maples within the right of way of the NSB. <i>Acer rubrum</i> 'October Glory' <i>Acer rubrum</i> 'Autumn Flame' <i>Acer rubrum</i> 'Red Sunset' <i>Acer rubrum</i> 'Autumn Blaze' <i>Acer rubrum</i> 'Autumn Fantasy' <i>Acer rubrum</i> 'Brandywine' <i>Acer rubrum</i> 'Somerset' <i>Acer rubrum</i> 'Sun Valley'</p>	<p>The following list of tree species represent acceptable primary palette species and cultivars. For straight species, plant seeds should be harvested within a 200 mile radius of the National Heritage Area</p> <p><b>REDBUD</b> <i>Cercis canadensis</i>, Eastern Redbud</p> <p>For residential settings, the following cultivars are acceptable: <i>Cercis canadensis</i> 'Forest Pansy' <i>Cercis canadensis</i> 'Burgandy Hearts' &amp; 'Rising Sun'</p> <p><b>OAKS (Focus on red foliage color)</b> <i>Quercus coccinea</i>, Scarlet Oak <i>Quercus rubra</i>, Red Oak <i>Quercus shumardii</i>, Shumard Oak <i>Quercus palustris</i>, Pin Oak <i>Quercus macrocarpa</i>, Bur Oak <i>Quercus alba</i>, White Oak <i>Quercus acutissima</i>, Sawtooth Oak</p> <p><b>RED CEDARS</b> <i>Juniperus virginiana</i>, Red Cedar Straight species are preferred, though for special sites, the following cultivars can be considered: <i>Juniperus virginiana</i> 'Brodie' <i>Juniperus virginiana</i> 'Burkii' <i>Juniperus virginiana</i> 'Emerald Sentinel'</p>

## THE SECONDARY PALETTE: THE SUPPORTING ACTORS

While the purpose of the primary palette is to provide cohesion and impact, the secondary palette provides diversity and exhibitly. The secondary palette supports the primary palette by adding depth, richness, and diversi cation to the larger gesture.

### WHY A SECONDARY PALETTE IS NECESSARY:

**Ecological Diversity:** 620,000 trees of just four species represents a very large near-monoculture, especially when the species planted are already present in large numbers in the existing landscape. A serious species-specific insect or disease could move through the population quickly and take out a very large percentage of the total planting. The secondary palette provides some diversity to the overall planting. The secondary palette also helps with nursery availability and site adaptability.

**Visual Diversity and Depth:** A secondary palette also helps to temper the impact of the primary palette, preventing the restricted palette from monotonizing the already diverse landscape. The white blooms of Dogwoods and Serviceberries, for example, will add sparkle and depth to the sweep of Redbuds in spring, and intensify the red color theme in the fall.

### SITE SPECIFIC CONDITIONS

The secondary palette offers a wider arsenal for the variety of conditions that one will encounter along the NSB. For example, American Sycamores grow well along wet streambanks and are an appropriate selection for marking where the NSB crosses streams and rivers. Sassafras trees are often found woven into agricultural hedgerows. Planting Sassafras in front of existing hedgerows may be one way of adding red fall color to these areas. American Hollies may be a way of getting evergreen screening in areas too shady for Eastern Red Cedars. While a secondary palette is important, their distribution should always be less than the primary palette, particularly along the NSB.

## SECONDARY PALETTE PLANT LIST

For straight species, plant seeds are required to be harvested within a 200 mile radius of the National Heritage Area. The plants are arranged in order of the preferred distribution, with the heaviest at top.

### CANOPY TREES

- Acer saccharum*, Sugar Maple
- Acer saccharum* 'Legacy'
- Acer saccharum* 'Green Mountain'
- Nyssa sylvatica*, Blackgum
- Castanea dentata*, American Chestnut (blight resistant cultivars)
- Platanus occidentalis*, Sycamore
- Liriodendron tulipifera*, Tulip Tree

### EVERGREEN TREES

- Ilex opaca*, American Holly

### UNDERSTORY TREES

- Cornus orida*, Dogwood (anthracnose resistant cultivars preferred)
- Amelanchier arborea*, Serviceberry
- Amelanchier x grandi ora*

- Amelanchier laevis*
- Chionanthus virginicus*, Fringetree
- Sassafras albidum*, Sassafras

### SHRUBS

- Cornus sericea*, Redosier Dogwood including cultivars 'Cardinal,' 'Kelsey' and 'Arctic Fire'
- Ilex verticillata*, Winterberry (Red berry cultivars acceptable- always include a male for cross pollination)
- Ilex virginica*, Virginia Sweetspire (Cultivars acceptable)

### BULBS

- Narcissus* 'Ice Follies'
- Narcissus* 'Mount Hood'
- Narcissus* 'Galatic Star'
- Narcissus* 'Misty Glen'
- Narcissus* 'Stainess'
- (white overting cultivars)

### ANNUAL WILDFLOWERS

- Papaver sp.*, Red Poppies
- Trifolium incarnatum*, Crimson Clover
- Cosmos* 'Dazzler', Red Cosmos
- Phlox drummondii*, Red Phlox
- Linum grandiflorum*, Scarlet Flax