

# TOWN OF HAYMARKET TOWN COUNCIL

# PUBLIC HEARING/REGULAR MEETING ~ AGENDA ~

Kimberly Henry, Clerk of the Council http://www.townofhaymarket.org/

15000 Washington St Haymarket, VA 20169

Tuesday, September 7, 2021

7:00 PM

Council Chambers

#### I. Call To Order

# II. Pledge Of Allegiance

# III. Invocation - Pastor Brian Johnson, Haymarket Church

# IV. Special Recognition and Presentation of Appreciation

# V. Public Hearing - CANCELLED

1. Public Hearing Notice

#### VI. Citizens Time

# VII. Consent Agenda

#### A. Minute Approval

- 1. Mayor and Council Work Session Jul 26, 2021 7:00 PM
- 2. Mayor and Council Regular Meeting Aug 2, 2021 7:00 PM

#### **B.** Department Reports

- 1. Town Administration Report
- 2. Police Department Report
- 3. Town Treasurer Report
- 4. Town Planner Report
- 5. Town Engineer Report
- 6. Town Attorney Report

#### C. Liaison Reports

- 1. Finance Liaison Report
- 2. Police Liaison Report
- 3. Business Roundtable Report
- 4. ARB Liaison Report
- 5. Planning Commission Liaison Report

# VIII. Agenda Items

- A. Appeal on ARB decision for Demolition Request: 6712 Jefferson Street
- 1. Demo Permit Application and Documents
- B. Ordinance 2021-001: Meals Tax Free Weekend
- 1. Ordinance #2021-001
- C. VDOT Sidewalk Grant: Amended Resolution 2021-012
- 1. Resolution #2021-012

#### IX. Councilmember Time

- 1. Bob Weir
- 2. Joe Pasanello
- 3. TracyLynn Pater
- 4. Marchant Schneider
- 5. Mary Ramirez
- 6. Chris Morris

- 7. Ken Luersen
- X. Closed Session As Needed
- XI. Adjournment

#### NOTICE OF PUBLIC HEARING

HAYMARKET TOWN COUNCIL TOWN HALL, 15000 WASHINGTON STREET, ST. 100 HAYMARKET VA 20169 Tuesday, September 7, 2021 7:00 pm

Notice is hereby given that the Haymarket Town Council will conduct a public hearing for a Special Use Permit at 15150 Washington Street for a Drive-Thru Coffee Shop Restaurant Use by special use permit. All interested parties are encouraged to present their views at this hearing. The public hearing will be held on Tuesday, September 7, 2021, beginning at 7:00 p.m. at the Haymarket Town Hall, 15000 Washington Street, Suite 100, Haymarket, Virginia.

All are invited to attend the Public Hearing at the time and place described above and present their views pertinent to the requested Special Use Permit. Public comments can also be mailed to 15000 Washington Street, Suite 100, Haymarket, Virginia, 20169, or submitted via email to <a href="khenry@townofhaymarket.org">khenry@townofhaymarket.org</a>. A complete copy of the application for the Special Use Permit is available for public inspection during normal business hours at the Town Planner's Office of the Town of Haymarket immediately upon the advertising of this notice, The Public Hearing is being held in a public facility believed to be accessible to persons with disabilities. Any person with questions on the accessibility to the facility should contact the Clerk of the Council at the above address or by telephone at (703) 753-2600.

BY ORDER OF THE HAYMARKET TOWN COUNCIL



# TOWN OF HAYMARKET TOWN COUNCIL

# WORK SESSION ~ MINUTES ~

Kimberly Henry, Clerk of the Council http://www.townofhaymarket.org/

15000 Washington St Haymarket, VA 20169

Monday, July 26, 2021

7:00 PM

Council Chambers

A Work Session of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7:00 PM.

Mayor Kenneth Luersen called the meeting to order.

#### I. Call To Order

Councilman Marchant Schneider: Present, Councilman Chris Morris: Present, Councilman Joe Pasanello: Present, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Present, Councilwoman Mary Ramirez: Present, Mayor Kenneth Luersen: Present, Town Manager Chris Coon: Present, Town Planner Emily Lockhart: Present, Town Treasurer Roberto Gonzalez: Present, Clerk of Council Kimberly Henry: Present, Police Sergeant Jacob Davis: Present.

# II. Pledge of Allegiance

Mayor Ken Luersen invited everyone to stand for the Pledge of Allegiance.

# III. Town Park Sidewalk Project

#### 1. Staff Presentation

Town Manager Chris Coon shared that the staff applied for a VDOT grant to help fund the sidewalk in front of the Town park. Mr. Coon distributed a drawing of the project and explained some key points.

#### 2. Public Comment

There was no public comment for this grant application and project ideas. There was a short question and answer period from the Town Council regarding time line, funding, ADA access, engineering. Mr. Coon shared that the full application deadline is October 2021. He stated that the funds would be available in 2023, if the grant was approved, which at that time VDOT would administer the project. Mr. Coon also gave comparative numbers if the Town engineered and funded the project. A discussion followed on the possibility of using ARPA funds for engineering the infrastructure. Town Manager Coon also provided information if the Council decided to apply for a loan to help fund the project. Mr. Coon also gave a timeline from engineering, bidding process, to the point of starting the project. The Town Council continued the discussion on the project priorities and if the Town should continue with the application. After the discussion, the Town Council agreed that they would discuss the strategic initiation and the framework of ARPA money to set the goals and prioritize and fund the projects for the Town. The Council directed the staff to do more research from the discussion and also set a special meeting for August 23rd to discuss, decide and start the process on the strategic initiatives for the Town.

# IV. Agenda Items

#### 1. Economic Development/ARPA Discussion

Mr. Miles Friedman gave a brief report on the CARES Act funding that he helped the Town with facilitating the funds. He presented to the Council a proposed yearly contract in order to help the Town with economic development and advise on the ARPA funding. Mr. Friedman also introduced the newest partner, Michele Coe, to his firm. After Mr. Friedman's presentation on the proposed contract, there was a brief question and answer period. Town Manager Chris Coon shared additional information on the vision of using Mr. Friedman's consulting contract. The directive from the Council was for Mr. Coon to present the contract to the Town Attorney to review for possible approval at the next regular meeting.

#### 2. Monthly Financial Report

Town Treasurer Roberto Gonzalez gave the first monthly report of the fiscal year. Mr. Gonzalez shared that the Town had an opportunity to deposit the ARPA funds into a money market account that would draw interest until the Town decided how to expend the funds. Mr. Gonzalez

stated that he would present a written memo for the next meeting that would explain the increase in the interest in the money market account with the deposit of the ARPA funds. A short discussion followed on transferring money between funds.

There was also a discussion on the investment with VML/VACO and if the Town should keep the funds with them. Mr. Gonzalez stated that he spoke with the representative with VML/VACO and shared that historically the money has done well there. Although currently it has not. Mr. Gonzalez stated that he has scheduled another meeting with the representative to discuss the Town's options and will be bringing those findings to the Council.

#### V. Closed Session

1. Motion to go into Closed Session

Councilman Weir moved that the Town Council go into closed session pursuant to Virginia Code§ 2.2-3711(A)(1) for a personnel matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with part time police officers and office staff; and as permitted by Virginia Code § 2.2-3711 (A)(7), consultation with legal counsel or briefing by staff members or consultants pertaining to: Probable litigation involving Haymarket Properties Group and the pending case of Bean vs. The Town of Haymarket where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Town. Councilman Pasanello seconded the motion. The motion carried.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Bob Weir, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater, Ramirez

#### 2. Certification

Councilman Weir moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Councilman Pasanello seconded the motion. The motion

RESULT: ADOPTED [UNANIMOUS]
MOVER: Bob Weir, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater, Ramirez, Luersen

3. Directive from Council

# VI. Adjournment



# TOWN OF HAYMARKET TOWN COUNCIL

# REGULAR MEETING ~ MINUTES ~

Kimberly Henry, Clerk of the Council http://www.townofhaymarket.org/

15000 Washington St Haymarket, VA 20169

Monday, August 2, 2021

7:00 PM

Council Chambers

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

Mayor Kenneth Luersen called the meeting to order.

#### I. Call To Order

Councilman Marchant Schneider: Present, Councilman Chris Morris: Present, Councilman Joe Pasanello: Present, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Present, Councilwoman Mary Ramirez: Absent, Mayor Kenneth Luersen: Present, Town Manager Chris Coon: Present, Town Planner Emily Lockhart: Present, Clerk of Council Kimberly Henry: Present, Town Treasurer Roberto Gonzalez: Present, Police Sergeant Jacob Davis: Present, Town Attorney Martin Crim: Present.

# II. Pledge of Allegiance

Mayor Ken Luersen invited everyone to stand for the Pledge of Allegiance.

# III. Invocation - Pastor Don Meeks, Greenwich Presbyterian Church

Pastor Don Meeks from Greenwich Presbyterian Church gave the evening's invocation.

# IV. Presentation of Appreciation

At this time, Mayor Luersen recognized former Councilman Steve Shannon. Mayor Luersen expressed his thanks and gratitude to the Shannon family for their years of service to the Town of Haymarket. He stated that Mr. Shannon always put the people of Haymarket first. He continuted to state that Mr. Shannon's years of hard work, dedication and passion for the Town's prosperity did not go unnoticed. In addition, Mayor Luersen thanked Mrs. Julie Shannon for sharing her husband with the Town and for supporting him and the Town while he was in office. Mayor Luersen stated that they both made a sacrifice to the Town and that the Town is lucky to have them as part of the community. Mayor Luersen presented a plaque to Mr. Shannon and a bouquet of flowers to Mrs. Shannon in appreciation and gratitude.

## V. Citizens Time

There were no citizens present at this evening's meeting.

# VI. Consent Agenda

## A. Minute Approval

1. Mayor and Council - Public Hearing/Work Session - Jun 28, 2021 7:00 PM Councilman Weir moved to adopt the Consent Agenda Category A 1-3. Councilman Schneider seconded the motion. The motion carried.

RESULT: ACCEPTED [UNANIMOUS]

MOVER: Bob Weir, Councilman

SECONDER: Marchant Schneider, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

**ABSENT:** Mary Ramirez

2. Mayor and Council - Special Meeting - Jul 6, 2021 6:00 PM

Councilman Weir moved to adopt the Consent Agenda Category A 1-3. Councilman Schneider seconded the motion. The motion carried.

RESULT: ACCEPTED [UNANIMOUS]

MOVER: Bob Weir, Councilman

**SECONDER:** Marchant Schneider, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

**ABSENT:** Mary Ramirez

3. Mayor and Council - Regular Meeting - Jul 6, 2021 7:00 PM

Councilman Weir moved to adopt the Consent Agenda Category A 1-3. Councilman Schneider seconded the motion. The motion carried.

RESULT: ACCEPTED [UNANIMOUS]

MOVER: Bob Weir, Councilman

**SECONDER:** Marchant Schneider, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

ABSENT: Mary Ramirez

#### **B.** Department Reports

Councilman Weir moved to adopt the Consent Agenda Category B 1-6. Councilman Schneider seconded the motion. The motion carried.

- 1. Town Administration Report
- 2. Police Department
- 3. Town Treasurer Report
- 4. Town Planner Report
- 5. Town Engineer Report
- 6. Town Attorney Report

## C. Liaison Reports

Councilman Weir moved to adopt the Consent Agenda Category C 1-5. Councilman Schneider seconded the motion. The motion carried.

- 1. Finance Committee
- 2. Police
- 3. Planning Commission
- 4. Architectural Review Board
- 5. Business Roundtable

# VII. Agenda Items

#### 1. Police Department Recognition

At this time, Sergeant Davis introduced the fourth full time officer and the third part time officer to the Council, Officers Finley and Culbertson. Mr. Davis shared each officers work experience and welcomed them to the department.

At this time, Councilman Morris shared that Officer Randy Anderson, a part time officer, stepped up and covered many shifts when the department had very limited staff.

Councilman Morris moved that the Haymarket Town Council issue Officer Anderson a bonus of \$3000 to be paid out of the Cares Act Fund. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Chris Morris, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

**ABSENT:** Mary Ramirez

#### 2. CIP and Town Projects Discussion

Town Planner Emily Lockhart gave a brief presentation on the report that was drafted by the Town's engineer on the 3 proposed CIP projects: the sidewalk in front of the Town Park, the Town Hall property and the Jefferson Street turn lane project. Ms. Lockhart went over each project in order of costs and ease to complete. Ms. Lockhart's recommendation is to complete

the sidewalk at the Town Park with her reasonings. Ms. Lockhart stated that her next recommendation would be the Town Hall property project. She gave the estimated cost to complete this project and emphasized that the cost would not include any changes to the Town Hall building itself. The Jefferson Street turn lane southbound was Ms. Lockhart's least recommendation and provided the reasonings for that. The Council discussed Ms. Lockhart's presentation and project options. The Council asked specific questions to Ms. Lockhart regarding each project, including design costs.

After the discussion with Ms. Lockhart, Town Treasurer Gonzalez gave a report on the financial condition of the Town and the available cash that could fund the projects. Mr. Gonzalez also shared information the carry over funds from Cares Act and the first trench of the ARPA funds. Mr. Gonzalez also stated that he met with a representative from VML/VACO to get information about getting the projects funded through them. Mr. Gonzalez shared the information he received. A short discussion followed. The Council tabled the discussion until the special meeting on August 23rd.

#### 3. Part Time Job Descriptions

Town Manager Chris Coon provided a job description for the maintenance worker and the community relations coordinator. The Council briefly discussed the descriptions and asked Mr. Coon detailed questions in relation to hourly rate and estimated time needed. After a discussion, the Town Council asked that this item come back to the August Work Session for further discussion after they review the descriptions.

#### 4. Police Department

Councilman Morris shared that he, Town Manager Coon, Mayor Luersen and Greg Smith reviewed all the applications for the Police Chief vacancy. He stated that the interview team has narrowed the search to three finalists and asked direction on how Council would like to schedule the final interviews. After a short discussion, the Council decided to set the interview date for Thursday, August 26 starting at 2 pm with the interviews two hours apart.

#### **VIII. Councilmember Time**

#### 1. Bob Weir

Councilman Weir did not have anything to report.

#### 2. Joe Pasanello

Councilman Pasanello did not have anything to report.

#### 3. TracyLynn Pater

Vice Mayor Pater shared the date for the next Business Roundtable meeting. She also shared the dates for National Night Out, Farmer's Market and Summer Concert.

#### 4. Marchant Schneider

Councilman Schneider encouraged the Council to support the police department by doing some ride alongs.

#### 5. Mary Ramirez

Councilwoman Ramirez did not have any written report in her absence.

#### 6. Chris Morris

Councilman Morris shared the Carried to Full Term concert event scheduled for September 26th.

#### 7. Ken Luersen

Mayor Luersen shared that he would not be doing his walk with the mayor this month due to his vacation.

#### IX. Closed Session

#### 1. Motion for Closed Session

Councilman Weir moved that the Town Council go into closed session pursuant to Virginia Code§ 2.2-3711(A)(1) for a personnel matter involving the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the Town; specifically dealing with the Planning Commission vacancy; and as permitted by Virginia Code § 2.2-3711 (A)(3), a matter involving the acquisition of real property for a public purpose, specifically involving 14600 Washington Street, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and as permitted by Virginia Code § 2.2-3711 (A)(7), consultation with legal counsel or briefing by staff members or consultants pertaining to the pending case of the Town of

Minutes Acceptance: Minutes of Aug 2, 2021 7:00 PM (Minute Approval)

Haymarket vs. Beanhere such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Town; and as permitted by Virginia Code § 2.2-3711 (A)(8), consultation with legal counsel regarding a specific legal matter requiring the provision of legal advice by such counsel, relating to proffers. Councilman Pasanello seconded the motion. The motion carried.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Bob Weir, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

ABSENT: Mary Ramirez

#### 2. Certification

Councilman Weir moved that the Council certify that, in the closed session just concluded, nothing was discussed except the matter or matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed in a closed session under the provisions of the Virginia Freedom of Information Act as cited in that motion. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Bob Weir, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater, Luersen

**ABSENT:** Mary Ramirez

#### 3. Planning Commission Appointment

Councilman Weir moved to appoint Robert A. Chrisman, 6855 Track Court, to the vacant position on the Planning Commission with a term expiring on June 30, 2025. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Bob Weir, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

**ABSENT:** Mary Ramirez

#### 4. Motion contract agreement

Councilman Weir moved that the Town Council authorize the Town Manager enter into a contract with Wright Realty Inc. regarding an appraisal of 14600 Washington Street for an amount not to exceed \$5500 with the funds to come from line item 811003 Consulting. Councilman Pasanello seconded the motion. The motion carried by a roll call vote.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Bob Weir, Councilman
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

ABSENT: Mary Ramirez

# X. Adjournment

With no other business before the Haymarket Town Council, Vice Mayor Pater moved to adjourn with a second by Councilman Pasanello. The motion carried.

# Minutes Acceptance: Minutes of Aug 2, 2021 7:00 PM (Minute Approval)

# 1. Motion to Adjourn

RESULT: ADOPTED [UNANIMOUS]
MOVER: TracyLynn Pater, Vice Mayor
SECONDER: Joe Pasanello, Councilman

AYES: Schneider, Morris, Pasanello, Weir, Pater

ABSENT: Mary Ramirez

Submitted:	Approved:
Kimberly Henry, Clerk of the Council	Ken Luersen. Mavor

**Minutes** 



CHRISTOPHER S. COON TOWN MANAGER

EMILY K. LOCKHART TOWN PLANNER ZONING ADMINISTRATOR

ROBERTO C. GONZALEZ
TOWN TREASURER

KIMBERLY A. HENRY TOWN CLERK

# TOWN MANAGER'S REPORT Weeks of July 26th to July 30th, 2021

#### Administration

- Meeting
  - Held Town Council Work Session (Emily, Kim, Roberto, and Chris)
  - Met with Vice Mayor (Emily)
  - Met with Councilwoman Ramirez (Emily and Chris)
  - o Met with Councilman Weir (Emily, Roberto, and Chris)
  - Met with Councilman Pasanello (Roberto and Chris)
  - Met with Mayor (Emily and Chris)
  - Met with Real Estate Appraiser; town should have information Monday (Chris)
  - Met with Contractor regarding Town items (lights and decks) (Emily)
  - Met for Haymarket Day (Councilman Morris, Sgt. Davis, Greg, and Emily)
  - o Met with Haymarket Regional Food Pantry (Chris)
  - Met with Delegate Roem's Staff (Chris)
  - Met with Transform Power Yoga regarding site plan comments (Emily)
  - Met with VML/VACO (Roberto and Chris)
  - o Met with Prince William County Park and Recreation (Chris)

#### New Items

- DMV Connect was onsite Monday July 26th
- National Night Out is Tuesday August 3<sup>rd</sup> at Town Park
- o Public Cans started getting collected Mondays, Wednesdays, and Fridays
- o Haymarket Regional Food Pantry Tour is Wednesday August 4th @ 3:30
- Completed Job Descriptions for Maintenance Worker and Community Relations Coordinator
- o Finalizing Personnel Policy Update; sending to VRSA for review next week
- Updated Required Employment Posters to display in workplace
- Concluded CARES ACT Audit document request; scheduled close out meeting
- Pest Control completed work in Park Building regarding squirrels in the attic

#### Town Staff

- Posted on Social Media
- Reviewed Site Plan Resubmission

- Worked on Budget Amendment for 1st Quarter FY22
- o Zoning Ordinance Work/Updates
- o Completed and Posted Town Council Meeting Agenda
- o DMV completed 233 transactions this week and 1150 transactions in July

# **Town Expenses**

\*No Expenses exceeded \$3,000



CHRISTOPHER S. COON TOWN MANAGER

EMILY K. LOCKHART TOWN PLANNER ZONING ADMINISTRATOR

ROBERTO C. GONZALEZ TOWN TREASURER

> KIMBERLY A. HENRY TOWN CLERK

# TOWN MANAGER'S REPORT Weeks of August 9th to August 13th, 2021

#### Administration

- Meeting
  - o Met with VDOT about Project around Town (Emily and Chris)
  - o Held Business Roundtable (Vice Mayor, Emily, and Chris)
  - o Held Town Staff Meeting (Emily, Kim, Roberto, and Chris)
  - Met with Vice Mayor (Emily)
  - Met with Town Attorney (Chris)
  - o Met with Economic Development Contractors (Chris)
  - Met with Prince William County Fire and Rescue Service (Chris)
  - o Emailed Prince William County Public Works Director (Chris)
  - o Toured Haymarket Regional Food Pantry (Mayor, Vice Mayor, Councilman Pasanello, and Chris)
- New Items
  - Maintenance Worker started logging all work completed
  - Scheduled Meeting with Town Engineer
  - Working on August 23<sup>rd</sup> Town Council Special Meeting Materials and Research
  - Finalized New Resident Information Letter/Packet

#### **Town Staff**

- o Posted on Social Media
- o Collected Trash from all Town Owned bins Monday, Wednesday, and Friday
- Cleared debris from Town Hall parking lot
- o Cleared and Repaired gutters at Town Park Building, well house and garage
- o Reviewed Site Plan Resubmission
- Worked on Budget Amendment for 1st Quarter FY22
- Zoning Ordinance Work/Updates
- Completed and posted Planning Commission Agenda
- o DMV completed 265 transactions this week

#### **Town Expenses**

Date	Vendor	Description	Amount
08.09.2021	Sublett Services	Pole Installation & Repair	\$3,500.00



CHRISTOPHER S. COON TOWN MANAGER

EMILY K. LOCKHART TOWN PLANNER ZONING ADMINISTRATOR

ROBERTO C. GONZALEZ
TOWN TREASURER

KIMBERLY A. HENRY TOWN CLERK

# TOWN MANAGER'S REPORT

Weeks of August 16th to August 20th, 2021

#### Administration

- Meeting
  - Held Planning Commission (Kim and Emily)
  - o Met with IT Contractor regarding technical issue (Roberto and Emily)
  - o Met with Supervisor Lawson and Property Owner (Councilman Weir and Emily)
  - o Met with Vice Mayor (Emily)
  - Met with Finance Liaisons (Roberto)
  - Met with Resident (Emily)
  - o Held Haymarket Historic Walk (Emily)
- New Items
  - No New Items to Report

#### **Town Staff**

- Posted on Social Media
- Reviewed Site Plan Resubmission
- Completed and Posted ARB Agenda
- o Processed Zoning Approvals for PWC Building Department
- Processed Haymarket Day Applications (141 applications received to date)
- o Processed Meals Tax
- Completed Brochure for Haymarket Historic Walk
- o Cleared brush from around Copper Cricket Building
- Organized Storage closets and installed shelves
- Worked on Budget Amendment for 1st Quarter FY22
- Zoning Ordinance Work/Updates
- Work on Planning Commission Meeting Agenda
- o DMV completed 220 transactions this week

## **Town Expenses**

\*No Expenses over \$3,000



CHRISTOPHER S. COON TOWN MANAGER

EMILY K. LOCKHART TOWN PLANNER ZONING ADMINISTRATOR

ROBERTO C. GONZALEZ
TOWN TREASURER

KIMBERLY A. HENRY TOWN CLERK

# TOWN MANAGER'S REPORT

Weeks of August 23rd to August 27th, 2021

#### Administration

- Meeting
  - Held Town Council Special Meeting (Emily, Kim, Roberto, Katie, and Chris)
  - Met with Economic Development Contractors (Chris)
  - Met with Christopher Consulting (Emily and Chris)
  - o Held Town Staff Meeting (Emily, Kim, Roberto, and Chris)
  - Met with Councilwoman Ramirez (Chris)
  - Met with Town Attorney (Emily, Roberto, and Chris)
  - o Held ARB Meeting (Kim and Emily)
- New Items
  - Prepared for Police Chief Interviews
  - Working to complete updated Town Compensation Plan Survey
  - Updated Town Website regarding bulk pickups with Trash Company
  - Finalized Town Account for Patient First

#### **Town Staff**

- o Reviewed Site Plan Resubmission
- Completed Zoning Approvals
- Worked on ARPA options
- Worked on funding options for Town Projects
- Sent delinquent business license notices
- Inspected and noted issues at Town Park Building
- o Maintenance of mulch in Playground & started cleaning out the garage
- o Trimmed Tree branch blocking Speed Limit sign on Jefferson St.
- o Working on Draft Zoning Ordinance Public Hearing Notice
- o DMV completed 303 transactions this week

#### **Town Expenses**

Date	Vendor	Description	Amount
08.27.2021	Signature Public Funding	Police Vehicle Loan Payment	\$15,796.19

#### Police Department Report to Council

#### Police Department Activity from July 15 to August 14

#### **Important Notes:**

This report allows you to see the actual coverage and reporting of calls done by the Police Department.

Dispatched Calls: Calls received from Prince William County Dispatch. These calls are broken down into two categories Reportable and Non-Reportable.

- Reportable Calls:
  - Of these Calls there was 1 misdemeanor arrest made
  - One of these calls generated a misdemeanor warrant and the subject is still at large
- Non-Reportable Calls:

Flag Downs/Phone Calls: Calls that are generated by a citizen (waving us down or calling the station). These calls are broken down into three categories Reportable, Non-Reportable, and Referred to County/State.

- Reportable Calls: 2
  - Of these Calls there was 2 misdemeanor arrests were made
- Non-Reportable Calls:
- Referred to County/State: 9 (phone calls in to the office are no longer counted)

**Self-Initiated Calls**: Calls that are based on the officer's own observations. There are 4 categories: Reportable, Non-Reportable, Foot Patrols, and Traffic Stops.

•	Reportable Calls:		0
•	Non-Reportable Calls:		130
•	Foot Patrols:		57
•	Traffic Stops:	97	

Traffic Stops:

 Summonses 48 58 Warnings

Note: Total traffic stops will not equal summonses and warnings. An officer can cite multiple summonses or give multiple warnings at one stop.

Business Checks: These calls are accounted for in three different categories. Those categories are personal contact (where the officer speaks to customers/employees), physical door and window checks (usually at night when the officer gets out of their vehicle and checks the building, and drive by business checks (when the officer takes approximately 5-10 seconds and slowly drives by the building and visually inspects the building).

•	Personal Contact:	371
•	Physical Check:	297
•	Drive By:	2,515

**Out of Town Activity:** Calls that occur when the officer leaves the Town. There are two categories here: Backing up county (provide a back-up unit for Prince William County or State Police) and other (court, magistrate office, training, etc).

Back Up: 18(all calls averaged on scene between 10-15 minutes)
 Other: 3 (Court and Paperwork Delivery to Court House)

#### **Status of Current Projects:**

- Officers have been scheduled for multiple in-services class to increase their skill sets. Classes scheduled so far: Police Bicycle School, Armorer (to maintain department firearms), Legal Update, and Responding to Critical Incidents.
- All new officers have been released from training and are currently working on their own serving the town. This brings are current staff to: One Sergeant, 4 Full-Time Officers, and 3 Part-Time Officers.
- National Night Out was a success, the staff truly enjoyed meeting so many people. A special thank you to Haymarket Town Hall Staff, Swirlies, Mission BBQ, Haymarket Baptist Church, and Park Valley Church.
- On August 4<sup>th</sup> Sgt. Davis attended a meeting at the Prince William County Police Department Central District Station for command staff.
- On August 10<sup>th</sup> we partnered with Next Level Fitness and taught a Women's Self Defense Class, many officers volunteered their time and the proceeds from the class went to Carried to Full Term, special thanks to Councilman Morris for assisting with the class.
- Officers are monitoring cross walks closely; appropriate enforcement actions have been taken.
- Bike patrol was done once during this month. Temperature has prevented more of a presence. Next month will hopeful be better suited for bicycles.
- We are currently updating our business key holder list. This will greatly assist us with open doors that are found during business checks at night.
- We are improving our communications with Homeowner Associations in Town to address any concerns that could be present in our neighborhoods, attending HOA meetings when possible.
- On the 18<sup>th</sup> of this month officers had a departmental training addressing such topics as Use of Force, and Defensive Tactics.
- We are working on the operations plan for Haymarket Day (10/16).
- On August 24<sup>th</sup> Sgt. Davis and Mr. Smith met with PWCPD's Western District Captain Poirier.
   PWCPD offered to assist in some of our training needs. Sgt. Davis was also able to establish contact points for multiple projects: crime bulletins, mental health concerns, and hiring county officers for Haymarket Day.

#### **Special Notes:**

 Next month's Women's Self Defense Class will be scheduled soon and will be made available to Haymarket residents (through notifications with the HOA's in town) first and then open to the public.



# **Roberto Gonzalez**Town Treasurer

# TREASURER'S REPORT TOWN COUNCIL REGULAR MEETING September 7, 2021

# **Highlights:**

- The financials attached are as of August 30, 2021.
- Met with Finance Committee and discussed current budget.
- Updated Council with DMV select commission deposit.
- Completed CARES Act funds audit for County auditor
- Presented Council with fund options for Park sidewalk architectural/design phase
- Continue to work with Town Planner on Haymarket Day 2021 preparations
- Worked with accountant for preliminary data collection for annual audit.
- Continue to work on 1st Quarter amendments for current Fiscal Year 2022
- Preparing for Real Estate invoicing for Town Residents

# Town of Haymarket Statement of Net Position

As of August 30, 2021

	Aug 30, 21
ASSETS	
Current Assets Checking/Savings	
10000 · Cash & Cash Equivalents	2,794,477.38
11010 · Virginia Investment Pool	330,523.31
Total Checking/Savings	3,125,000.69
Accounts Receivable 12000 · Accounts Receivable 12010 · A/R Permits 12020 · Delinquent Real Estate 12021 · Taxes Receivable - RE 2016	152,966.07 -4,203.20 2,761.44 1,244.45
Total Accounts Receivable	152,768.76
Other Current Assets 11499 · Undeposited Funds 12040 · Due from Federal Government 12099 · Allowance for Doubtful Accounts	5,730.36 -6,683.50 -103,775.64
Total Other Current Assets	-104,728.78
Total Current Assets	3,173,040.67
Fixed Assets 12500 · General Property	4,609,531.99
12600 · Rental Property	1,413,944.03
Total Fixed Assets	6,023,476.02
Other Assets 19110 · Deferred Outflows - OPI 19000 · Net Pension Asset 19100 · Deferred Outflow - Pension Cont 19200 · Deferred Outflow - GLI OPEB	37,926.00 183,796.00 59,298.00 11,299.00
Total Other Assets	292,319.00
TOTAL ASSETS	9,488,835.69
LIABILITIES & EQUITY Liabilities Current Liabilities Accounts Payable 20000 · Accounts Payable	40,593.43
Total Accounts Payable	40,593.43
Other Current Liabilities 20096 · Deferred Revenue - Other 20500 · Sales Tax Payable 21000 · Payroll Liabilities	10,000.00 65.60 9,636.94
22000 · Security Deposits 22010 · Escrow Deposits	11,138.42 114,692.50
Total Other Current Liabilities	145,533.46
Total Current Liabilities	186,126.89
Long Term Liabilities 20080 · Accrued Interest Payable 23000 · Accrued Leave 25000 · General Obligation Bonds	7,885.75 29,760.60 754,300.00

# **Town of Haymarket** Statement of Net Position As of August 30, 2021

	Aug 30, 21
25010 · Captial Leases Payable	61,658.95
29100 · Deferred Inflow - Pension Msmnt	200,147.00
29500 · Net OPEB Liability	49,794.00
29600 · Deferred Inflow - OPEB	6,272.00
Total Long Term Liabilities	1,109,818.30
Total Liabilities	1,295,945.19
Equity	
34110 · Net OPEB Activity Offset	-44,767.00
34000 · Net Pension Activity Offset	80,873.00
30000 · Unrestricted Net Assets	2,293,029.06
31000 · Restricted Net Assets	
31010 · Alexandra's Keep-Historic	6,000.00
Total 31000 · Restricted Net Assets	6,000.00
32000 · Investment in Capital Assets	6,024,743.22
33000 · Amt Long Term Obligations	-854,872.50
Net Income	687,884.72
Total Equity	8,192,890.50
TOTAL LIABILITIES & EQUITY	9,488,835.69

_	Actuals	Budget	% of Budget	Comments
Income				
3110 · GENERAL PROPERTY TAXES  3110-01 · Real Estate - Current	1,814.10	371,903.00	0.5%	
3110-01 · Real Estate - Current 3110-02 · Public Service Corp RE Tax	0.00	13,114.00	0.5%	
3110-03 · Interest - All Property Taxes	149.73	0.00	100.0%	
3110-04 · Penalties - All Property Taxes	0.00	1,000.00	0.0%	
Total 3110 · GENERAL PROPERTY TAXES	1,963.83	386,017.00	0.5%	•
3120 · OTHER LOCAL TAXES	1,000.00	000,017.00	0.070	
3120-00 · Transient Occupancy Tax	0.00	1,000.00	0.0%	
3120-01 · Bank Stock Tax	0.00	25,000.00	0.0%	
3120-02 · Business License Tax	2,904.84	200,000.00	1.5%	
3120-03 ⋅ Cigarette Tax	24,571.42	125,000.00	19.7%	collection up to August 31st 2021
3120-04 · Consumer Utility Tax	12,833.30	158,000.00	8.1%	· -
3120-05 · Meals Tax - Current	85,859.92	800,000.00	10.7%	collection up to July 31st 2021
3120-06 · Sales Tax Receipts	0.00	145,000.00	0.0%	
3120-07 · Penalties (Non-Property)	796.09	0.00	100.0%	
3120-08 · Interest (Non-Property)	27.85	0.00	100.0%	
Total 3120 · OTHER LOCAL TAXES	126,993.42	1,454,000.00	8.7%	
3130 · PERMITS, FEES & LICENESES				
3130-01 · Application Fees	275.00	2,500.00	11.0%	
3130-03 · Motor Vehicle Licenses	120.00	1,000.00	12.0%	
3130-05 · Other Planning & Permits	1,500.00	25,000.00	6.0%	
3130-06 · Pass Through Fees	3,603.75	0.00		Cost are passed on to developer/contractor
Total 3130 · PERMITS,FEES & LICENESES	5,498.75	28,500.00	19.3%	
3140 · FINES & FORFEITURES				t' t
3140-01 · Fines	1,194.81	60,000.00		collections up to July 31st 2021
Total 3140 · FINES & FORFEITURES	1,194.81	60,000.00	2.0%	
3150 · REVENUE - USE OF MONEY	E2E E6	1 500 00	35.0%	
3150-01 · Earnings on VACO/VML Investment 3150-03 · Interest on Bank Deposits	525.56 381.33	1,500.00 1,500.00	25.4%	
Total 3150 · REVENUE - USE OF MONEY	906.89	3,000.00	30.2%	
3151 · RENTAL (USE OF PROPERTY)	900.69	3,000.00	30.270	
3151-02 · 15026 Suite 210 Body Mind	1,768.77	7,132.00	24.8%	
3151-04 · Suite 210 LF Security	901.60	9,660.00	9.3%	
3151-06 · Suite 204 MAC-ISA	1,120.00	6,720.00	16.7%	
3151-07 · Haymarket Church Suite 206	8,644.20	34,577.00	25.0%	
3151-08 · 15020 Washington Realty	6,719.26	40,316.00	16.7%	
3151-09 · 15026 Copper Cricket	3,685.76	22,114.00	16.7%	
3151-11 · Cupcake Heaven and Cafe LLC	8,279.67	34,765.00	23.8%	
3151-12 · Haymarket Coffee Company LLC	3,000.00	5,460.00	54.9%	
Total 3151 · RENTAL (USE OF PROPERTY)	34,119.26	160,744.00	21.2%	
3165 · REVENUE - TOWN EVENTS				
3165-01 · Town Event	44,533.00	20,000.00	222.7%	
3165-03 · Town Ornaments	60.00	0.00	100.0%	
Total 3165 · REVENUE - TOWN EVENTS	44,593.00	20,000.00	223.0%	
3180 · MISCELLANEOUS				
3180-00 · Convenience Fee	-50.44	0.00	100.0%	
				reimbursement for the accident on
				05.21.2021; will appropiate additional
3180-04 · Reimbursement from Insurance	4,724.04	0.00	100.0%	funds to maintenance expenditure
Total 3180 · MISCELLANEOUS	4,673.60		100.0%	
3200 · REVENUE FROM COMMONWEALTH				
3200-02 · 599 Law Enforcement Grant	0.00	31,548.00	0.0%	
3200-05 · Communications Tax	6,883.66	103,165.00	6.7%	
3200-11 · Personal Property Tax Reimburse	18,626.97	18,627.00	100.0%	
3200-12 · Railroad Rolling Stock	1,278.82	1,500.00	85.3%	
3200-16 · DMV Select Commission	6,885.94	60,500.00	11.4%	collections up to July 31st 2021

Total 3200 · REVENUE FROM COMMONWEALTH	33,675.39	215,340.00	15.6%	
	253,618.95	2,327,601.00	10.9%	
Total Income	253,618.95	2,327,601.00	10.9%	
Expense				
01 · ADMINISTRATION				
11100 · TOWN COUNCIL				
111001 · Convention & Education	0.00	2,500.00	0.0%	
111002 · FICA/Medicare	229.50	2,000.00	11.5%	
111003 · Meals and Lodging	0.00	1,000.00	0.0%	
111004 · Mileage Allowance	0.00	250.00	0.0%	
111005 · Salaries & Wages - Regular	3,000.00	26,000.00	11.5%	
Total 11100 · TOWN COUNCIL	3,229.50	31,750.00	10.2%	
12110 · TOWN ADMINISTRATION				
1211001 · Salaries/Wages-Regular	51,993.53	337,464.00	15.4%	
1211102 · Salaries & Wages - DMV Clerk	3,482.99	29,666.00	11.7%	
1211003 · Salaries/Wages - Part Time	6,253.75	30,000.00	20.8%	
1211004 · FICA/Medicare	4,645.22	30,381.00	15.3%	
1211005 · VRS	6,969.04	48,545.00	14.4%	
1211006 · Health Insurance	7,315.00	64,134.00	11.4%	
1211007 · Life Insurance	829.39	4,685.00	17.7%	
1211008 · Disability Insurance	383.18	2,631.00	14.6%	
1211009 · Unemployment Insurance	2,531.45	4,240.00	59.7%	
1211010 · Worker's Compensation	263.00	300.00	87.7%	Front loaded cost to Town
1211011 · Gen Property/Liability Ins.	16,237.00	17,131.00	94.8%	Front loaded cost to Town
1211012 · Accounting Services	198.34	8,000.00	2.5%	
1211014 · Printing & Binding	383.18	8,298.00	4.6%	
1211015 · Advertising	228.00	9,000.00	2.5%	
1211016 · Computer, Internet &Website Svc	538.39	23,650.00	2.3%	
1211017 · Postage	242.10	4,000.00	6.1%	
1211018 · Telecommunications	870.03	7,500.00	11.6%	
1211019 · Mileage Allowance	126.00	1,000.00	12.6%	
1211020 · Meals & Lodging	128.70	2,000.00	6.4%	
1211021 · Convention & Education	0.00	6,000.00	0.0%	
1211022 · Miscellaneous	1,440.00	1,000.00	144.0%	
1211024 · Books, Dues & Subscriptions	4,160.95	16,000.00	26.0%	
1211025 · Office Supplies	1,161.39	6,500.00	17.9%	
1211026 · Equipment Rental	373.53	4,075.00	9.2%	
1211030 · Capital Outlay-Machinery/Equip	0.00	5,000.00	0.0%	
Total 12110 · TOWN ADMINISTRATION	110,754.16	671,200.00	16.5%	
12210 · LEGAL SERVICES				
1221001 · Legal Services	4,041.37	70,000.00	5.8%	services up to July 31, 2021
Total 12210 · LEGAL SERVICES	4,041.37	70,000.00	5.8%	
12240 · INDEPENDENT AUDITOR				
1224001 · Auditing Services	0.00	16,000.00	0.0%	
Total 12240 · INDEPENDENT AUDITOR	0.00	16,000.00	0.0%	
Total 01 · ADMINISTRATION	118,025.03	788,950.00	15.0%	
03 · PUBLIC SAFETY				
31100 · POLICE DEPARTMENT				
3110001 · Salaries & Wages - Regular	54,229.48	425,000.00	12.8%	
3110003 · Salaries & Wages - OT Premium	4,126.93	20,000.00	20.6%	
3110013 · Salaries & Wages - OT Select En	0.00	10,000.00	0.0%	
3110004 · Salaries & Wages - Holiday Pay	1,025.04	14,000.00	7.3%	
3110005 · Salaries & Wages - Part Time	9,810.00	18,720.00	52.4%	
3110011 · Salaries & Wages - Recruit. Bonus	1,000.00	0.00	100.0%	
3110020 · FICA/MEDICARE	5,242.52	36,724.00	14.3%	
3110021 · VRS	5,655.75	46,102.00	12.3%	
3110022 · Health Insurance	9,314.91	80,752.00	11.5%	
3110023 · Life Insurance	632.12	5,717.00	11.1%	
3110024 · Disability Insurance	127.96	2,200.00	5.8%	
3110025 · Unemployment Insurance	0.00	3,000.00	0.0%	
3110026 · Workers' Compensation Insurance	19,806.00	22,942.00	86.3%	Front loaded cost to Town
3110027 · Line of Duty Act Insurance	4,705.00	4,800.00	98.0%	Front loaded cost to Town

3110028 · Legal Services	2,100.00	26,000.00	8.1%	
3110032 · Computer, Internet & Website	80.00	11,000.00	0.7%	
3110033 · Postage	0.00	100.00	0.0%	
3110034 · Telecommunications	1,292.48	10,000.00	12.9%	
3110035 · General Prop Ins (Vehicles)	3,420.00	3,800.00	90.0%	Front loaded cost to Town
3110038 · Convention & Edu. (Training)	1,945.16	10,000.00	19.5%	
3110040 · Annual Dues & Subscriptions	5,585.85	13,000.00	43.0%	
3110041 · Office Supplies	6.30	5,000.00	0.1%	
3110042 · Vehicle Fuels	1,458.76	16,000.00	9.1%	
3110043 · Vehicle Maintenance/Supplies	840.59	11,000.00	7.6%	
3110045 · Uniforms & Police Supplies	1,416.94	20,000.00	7.1%	
3110056 · Capital Outlay-Machinery/Equip	15,796.19	31,592.00	50.0%	1 of 2 payments for the year
Total 31100 · POLICE DEPARTMENT	149,617.98	847,449.00	17.7%	
Total 03 · PUBLIC SAFETY	149,617.98	847,449.00	17.7%	
04 · PUBLIC WORKS				
4110002 · Street Beautification - HF	0.00	2,213.00	0.0%	
4110003 · E & S Inspections	0.00	5,000.00	0.0%	
43200 · REFUSE COLLECTION				
4320001 · Trash Removal Contract	14,609.88	90,090.00	16.2%	services up to August 31, 2021
Total 43200 · REFUSE COLLECTION	14,609.88	90,090.00	16.2%	
43100 · MAINT OF 15000 Wash St./Grounds				
4310001 · Repairs/Maintenance Services	18,228.03	102,248.00	17.8%	
4310002 · Maint Svc Contract-Pest Control	155.00	3,000.00	5.2%	
4310003 · Maint Svc Contract-Landscaping	9,675.00	35,000.00	27.6%	
4310004 · Maint Svc Contract Snow Removal	0.00	7,000.00	0.0%	
4310005 · Maint Svc Cont- Street Cleaning	0.00	6,500.00	0.0%	
4310007 · Electric/Gas Services	2,617.80	16,500.00	15.9%	
4310008 · Electrical Services-Streetlight	576.07	5,500.00	10.5%	
4310009 · Water & Sewer Services	458.30	3,000.00	15.3%	
4310010 · Janitorial Supplies	0.00	2,000.00	0.0%	
4310011 · Real Estate Taxes	0.00	2,500.00	0.0%	
Total 43100 · MAINT OF 15000 Wash St./Grounds	31,710.20	183,248.00	17.3%	
Total 04 · PUBLIC WORKS	46,320.08	280,551.00	16.5%	
06 · ECONOMIC DEVELOPMENT				
60000 · Tourism/Traveling Marketing	0.00	430.00	0.0%	
60003 · Advertising	0.00	22,000.00	0.0%	
Total 06 · ECONOMIC DEVELOPMENT	0.00	22,430.00	0.0%	
07 · PARKS, REC & CULTURAL				
70000 · HAYMARKET COMMUNITY PARK	2,180.60	20,000.00	10.9%	
7000001 · Grounds Maintenance/Repairs				
Total 71110 · EVENTS				
71110 · EVENTS	0.00	5 000 00	0.00/	
7111001 · Advertising - Events 7111003 · Contractural Services	0.00 4,776.20	5,000.00	0.0%	
7111003 · Contractural Services 7111004 · Events - Other	0.00	10,000.00 5,000.00	47.8% 0.0%	
Total 71110 · EVENTS	4,776.20	20,000.00	23.9%	
72200 · MUSEUM	4,770.20	20,000.00	23.9%	
7220009 · Advertising	0.00	750.00	0.0%	
7220012 · Telecommunications	139.55	2,200.00	6.3%	
7200015 · Books, Dues & Subscriptions	0.00	250.00	0.0%	
7200016 · Office Supplies	0.00	250.00	0.0%	
7220018 · Exhibits & Programs	400.00	1,700.00	23.5%	
Total 72200 · MUSEUM				
	539.55	5,150.00	10.5%	
Total 07 · PARKS, REC & CULTURAL				
Total 07 · PARKS, REC & CULTURAL  08 · COMMUNITY DEVELOPMENT	539.55 7,496.35	5,150.00 45,150.00	16.6%	
08 · COMMUNITY DEVELOPMENT				
08 · COMMUNITY DEVELOPMENT 81100 · PLANNING COMMISSION				
08 · COMMUNITY DEVELOPMENT	7,496.35	45,150.00	16.6%	
08 · COMMUNITY DEVELOPMENT 81100 · PLANNING COMMISSION 8110001 · Salaries & Wages - Regular	7,496.35 570.00	45,150.00 5,670.00	16.6%	
08 · COMMUNITY DEVELOPMENT 81100 · PLANNING COMMISSION 8110001 · Salaries & Wages - Regular 8110002 · FICA/Medicare	7,496.35 570.00 43.61	45,150.00 5,670.00 500.00	16.6% 10.1% 8.7%	
08 · COMMUNITY DEVELOPMENT 81100 · PLANNING COMMISSION 8110001 · Salaries & Wages - Regular 8110002 · FICA/Medicare 8110003 · Consultants - Engineer	7,496.35 570.00 43.61 196.91	45,150.00 5,670.00 500.00 15,000.00	16.6% 10.1% 8.7% 1.3%	

8110007 · Convention/Education	0.00	2,000.00	0.0%	
8110009 · Engineer - Pass Through	3,603.75	0.00	100.0%	
Total 81100 · PLANNING COMMISSION	4,414.27	39,120.00	11.3%	
81110 · ARCHITECTURAL REVIEW BOARD				
8111001 · Salaries & Wages - Regular	255.00	5,830.00	4.4%	
8111002 · FICA/Medicare	19.50	446.00	4.4%	
8111005 · Convention & Education	0.00	500.00	0.0%	
Total 81110 · ARCHITECTURAL REVIEW BOARD	274.50	6,776.00	4.1%	
81111 · Board Of Zoning Appeals				
8111101 · Convention & Education	0.00	1,500.00	0.0%	
8111102 · FICA / Medicare	0.00	102.00	0.0%	
8111103 · Salaries & Wages - Regular	0.00	1,325.00	0.0%	
Total 81111 · Board Of Zoning Appeals	0.00	2,927.00	0.0%	
Total 08 · COMMUNITY DEVELOPMENT	4,688.77	48,823.00	9.6%	
09 · NON-DEPARTMENTAL				
95100 · DEBT SERVICE				
9510002 · General Obligation Bond - Prin	158,000.00	159,500.00		Front loaded cost to Town
9510003 · General Obligation Bond - Int	7,178.36	12,425.00	57.8%	Front loaded cost to Town
Total 95100 · DEBT SERVICE	165,178.36	171,925.00	96.1%	
Total 09 · NON-DEPARTMENTAL	165,178.36	171,925.00	96.1%	
EMPLOYEE BENEFITS				
6560 · Payroll Processing Fees	0.03			
Total EMPLOYEE BENEFITS	0.03			
Total 94105 · PERSONNEL	0.03			
94107 · BLIGHT MITIGATION				
9410701 · Building Official/Engr.	0.00	40,000.00	0.0%	
Total 94107 · BLIGHT MITIGATION	0.00	40,000.00	0.0%	
94108 · Capital Improvment Funds Expens	0.00	82,323.00	0.0%	
Total Expense	491,326.60	2,327,601.00	21.1%	
Net Ordinary Income	-237,707.65	0.00	100.0%	
Other Income/Expense				
Other Income				
50000 · CARES Act Funds	68,458.12	68,814.00	99.5%	
				Funds will be tracks seperately from
				operational budget, will be appropiated in
50001 · Amerian Rescue Plan Funds	869,439.00			1st Qt amendment
Total Other Income	937,897.12	68,814.00	1,362.9%	
Other Expense				
97000 · CARES Act Expenses	0.00	68,814.00	0.0%	
	0.00		0.0%	
Total Other Expense	0.00	68,814.00	0.0%	
Net Other Income	937,897.12	0.00	100.0%	
Net Income	700,189.47	0.00	100.0%	

					Town Planner Ta	ask List Augu	st 2021
Task	Street Name/Project Name	Assigned To:	Date Task Started:	Action Needed By:	Anticipated End Date:	Actual End Date:	Comments:
					Architectura	al Review Boa	rd
Historic District Overlay Work Session							The Planning Asst provided updated proposed maps to the Board for discussion. The Board will continue to discussion with the Planner at a later date.
Aldi Gooseneck Lighting	15201 Washington Street	Emily				8/25/2021	Aldi applied for a Certificate of Appropriateness to install gooseneck lighting above their channel letter signage (non-internal illumination) The ARB approved the application to include 4 gooseneck lights over eatenant space on the brick struture.
Fence Application	15009 Washington Street						Applicant applied for a fence permit to construct a 6 foot high fence on a portion of their property to adjo with an existing fence. ARB approved the application
Baker/Bean House Demolition Permit	6712 Jefferson Street	Emily	Jul-21	Decision by the ARB	Aug-21		The Baker/ Bean House located at 6712 Jefferson Street is listed on the Haymarket Contributing Structure list. The property owners have given approval for a third party to apply for a demolition permit for the original house on site, the Baker/Bean House. Mr. Bonaventure Gonsalves has applied for the demolitior permit and cited infrastructure damages and overall disrepair as supporting arguements for the tear down The Architectural Review Board heard the application at the July 21st meeting. At the meeting the Board discussed the applicant's request and requested a site visit of the property. The site visit is scheduled for Ju 28th @ 5:30 pm. The Board tabled the application until the August meeting and requested the applicant a staff provide additional research findings UPDATE: ARB denied the application and the property owners, N and Mrs. Bean appealed the application to the Town Council. The application will be on the 9/7 meeting
					Board of Z	oning Appeals	S
		(	Council is Appealing	g the decision of the Bo			lefferson Street. Court date set for October 25, 2021
				1	Planning	Commission	
Crossroads Village Center	15150 Washington Street	Emily/Katie	Fall 2017		9/1/2018	May-19	Planning Commission recommended approval for the Restaurant drive thru SUP at the August 16th meetir The Town Council scheduled a public hearing for September 7th at 7:00pm. The applicant resubmitted a new layout following the feedback from the Planning Commission meeting regarding the dumpster locatic
Van Metre - SUP, Townhouses	14850 and 14860 Washington St	Emily/Katie					Applicant submitted bonds and agreements to the Town, Grading permit and letter issued. UPDATE: Var Metre is continuning the site work for the Karter Robinson Development. The company will be contacted regarding planning for Haymarket Day road closures and event details.
Transform Power Yoga Site Plan	6700 Hunting Path Road	Emily/Katie					Applicant received comments from the Town Engineer. UPDATE: Town finalized comments for the seconsubmission. The applicant/engineer will need to reevaluate the first and second submission comments. It majority of the Town Engineer's original comments were not addressed with the second submission. The applicant will need to resubmit an addition 1-2 iterations of the plan prior to Town approval. Prior to the next submission, the Town Staff will recommend the applicant address the DEQ comments and recieve DE feedback prior to resubmission to the Town. Expected resubmission later this fall.
Robinson Paradise		Emily/Katie	Mar-21				Applicant has received the Town's first submission comments. In response, the applicant has submitted plans to DEQ for review. After receipt of DEQ comments, the applicant will resubmit to the Town and DEQ the same time for concurrent tracking with the outside agencies. Second submission is pending — projecte for late summer/early fall

	•		1					
McDonald's	6740 Lea Berry Way	Emily/Katie					The Town Engineer released approval for the proposed site work at McDonald's. An approval letter was se to the applicant, the Town is awaiting the documentation of purchase for nutrient credits, bonds and agreements prior to the commencement of work. UPDATE: Bonds received and the grading permit release	
Karter School Site Plan	14850 Washington Street	Emily/Katie					Planning Commission gave approval of the Karter School site plan so long as all engineering comments we adequately addressed.	
Zoning Text Amendment	Public Hearing Date set for September 20, 2021 at 7 pm							
Comprehensive Plan	Staff will work on a Comprehensive Plan draft to submit to the Planning Commission in 2021, following the Zoning Text Amendment.							
	Prince William County (1 Mile Review)							
	No plans for August 2021							
	Staff							
Pardo House, 14881 Washington St	All work has ceased, Town Planner will draft a plan for action to take to Council							
Checklist & Forms	Staff working on updating the forms and checklists in tandem with the Zoning Text Amendment discussion							
Events	Haymarket Day - October 16th Applications close on August 27, we are at the projected 150 booths.							
Newsletter	Next Newsletter will be mailed out late September/early October							
Museum	A historic tour has been scheduled for August 20, 2021 at 7:00pm. Tour starts at the Museum UPDATE: We had a wonderful turnout, over 50 attendees present							
Farmers' Market	Farmers' Market open weekly							
New/Old Business Updates								
Zoning Violations and Property Maintenance Cases								
	I			Zon	ing Violations and F	roperty Maint	enance Cases	
Property Maintenance Code Concern	Following an analysis of properties in Town, several concerns will be sent to the County Inspector for Property Maintenance Code issues. UPDATE: County inspected properties							

Task	Assigned To	Date Task Started	Last worked on	Action Needed By	Actual End Date	Comments
Active Projects						
Park Sidewalk	Katie/Emily	4/27/2021	8/31/2021	Town		-CIP Projects scope discussed for installing curb and paving parking lot - cost estimate detail and report provided 6/24 -Met with VDOT Subject Matter Experts 8/31 to discuss questions on the Transportation Alternatives grant application for project
Karter School	Katie/Emily	8/20/2020	8/31/2021	Town		-Received resubmission ~6/16. Comments sent to applicant for coordination of inserts for plan approval 7/22 -Inserts received 8/31
Haymarket Town Center Final Site Plan	Katie/Emily	9/8/2016	8/30/2021	RDA		-RDA provided copies of outside agency commentsRDA to schedule meeting with VDOT and coordinate addressing comments withoutside agencies for resubmission to Town -Meter info to be provided -CIP Projects scope discussed for installing curb and paving parking lot - cost estimate detail and report provided 6/24 -RDA to provide estimate of effort required to complete plan approval for project
Robinson Village	Katie/Emily	8/13/2020	8/25/2021	Applicant		-Construction and Town E&S inspections ongoing -Pavement design submission expected -Plan revision received 7/26. Insert requested 7/28. Revision approved 7/29
Haymarket Hotel Venture, LLC Preliminary Site Plan	Katie/Emily	9/6/2019	8/25/2021	Applicant		-Town E&S inspections ongoing
Transform Power Yoga Site Plan	Katie/Emily	1/28/2021	8/23/2021	Applicant		-Resubmission received 6/21. Engineering comments provided 7/26 -Met with applicant to discuss comments 8/23

Active Projects					
Crossroads Village	Katie/Emily	10/18/2018	8/16/2021	Town	-Preapplication meeting with applicant 5/20 -Preliminary plan comments provided 7/13 -Resubmission received ~8/6
Robinson's Paradise	Katie/Emily	1/4/2021	7/14/2021	Applicant	-First submission engineering comments provided 5/28 -Applicant to resubmit after DEQ comments received/addressed. Second Submission expected around October.
McDonalds	Katie/Emily	2/12/2019	6/29/2021	Applicant	-Plan approval letter issued 6/29 -Bond coordination and construction
QBE	Katie/Emily	1/20/2017	5/3/2021	Applicant	-Minor Site plan revision requirements provided to applicant for first submission -SP construction to begin 2022. Bonds to be provided prior to construction
Low Activity Projects					
Morais - Aroma II	Katie/Emily	1/15/2019	9/25/2020	Applicant	-Plan approved 10/11/19Construction completed -Site inspection 5/22/20As builts submitted for review 7/9/20As built comments provided 7/28. Comment review call ~9/28
Zupan Property Preliminary Site Plan	Katie/Emily	2/25/2020	3/4/2020	Applicant	-Engineering review comments provided 3/4/20
Jeffreson/Fayette Street Site Plan	Katie/Emily	10/5/2018	5/14/2019	Applicant	-PC approved plans 1/19 contingent on staff approval of plans -Staff provided additional comments on second submission 4/10/19 -Applicant researching drainage info for VDOT approval



To: Haymarket Town Council

From: Joseph (Joe) R. Pasanello / Robert (Bob) Weir, Finance Liaisons

CC: Chris Coon, Roberto Gonzalez

Date: September 1, 2021

Re: Finance Liaison Monthly Report

By the time you receive this report our adopted town budget will be in its third month of operation at approximately 19% of the way through the fiscal year. Your liaisons and town staff continue to closely monitor and track actuals versus budget on both the revenue and expense side of the ledger.

The liaisons and staff continue to follow the council mandated internal control process of independent review and approval of all expenditures while conducting regular and open discussions on means and methods to align budget line items with projections. In cases where budget projections are out of alignment or appear to be trending differently than anticipated, we review the potential causes, consider and evaluate corrective measures (and the impacts of those measures may have on our fiscal budget), and prepare recommendations/suggestions for implementation by council.

While we continue to discuss and maintain focus on the FY 2022 budget, there are several investment issues that require particular attention:

- The allocation and distribution of remaining Cares Act funds, with the goal of exhausting these funds by December 31, 2021.
- The strategic allocation of American Rescue Plan Act (ARPA) funds to ensure we maximize this rare and once in a lifetime opportunity to the benefit our community
- Reviewing and assessing staffing levels and the impact to budget

Lastly, staff noted at our recent work session the annual financial audit is on-going. The financial audit evaluates the previous year's budget and presents a snapshot in time of the town's overall financial position and management. A report to council will be available upon a completion of the process late Fall or early Winter.

Respectfully submitted,

Joe Pasanello and Bob Weir



#### ARB Liaison Report - August 2021

At its August Meeting, the ARB reviewed and approved COA applications for exterior lighting installation (Aldi) and residential fence installation (Sherwood Forest).

The ARB had previously deferred action regarding a COA to demolish the Baker / Bean House at 6712 Jefferson Street (the residence is listed as a contributing architectural resource within the Town's Old and Historic Overlay District) in order to schedule a site visit (July 28), review additional information regarding the background of the property, and to allow the Council ARB Liaison to confer with the Council regarding pending Town litigation with the property owner as the applicant stated the request to demolish the historic structure is related to a proposed negotiated settlement of the Town litigation.

The ARB toured the property on July 28<sup>th</sup> (see meeting minutes August 25 meeting packet). The need for extensive interior renovations was noted during the site visit; however, the Applicant did offer that the initial intent was to refurbish the building and an initial assessment of the structure indicated it was possible to do so.

The ARB took up discussion of the COA again at the August meeting. The Applicant again noted the impetus of the application was in response to a proposed settlement of the Town litigation and that it was a financial decision to remove the subject structure versus the second structure on site. The ARB reviewed background information included in the packet regarding previous subdivision and ownership of the property and description of the existing structure (see August 25 packet). The Applicant had declined to provide an analysis of the condition of the structure due their preference to purchase and redevelop both structures on site. The ARB Liaison noted that the Council was to review a response at a future Council meeting regarding potential alternatives that could settle the lawsuit.

The ARB discussed an alternative of asking the Applicant to defer action on the application pending ongoing Council discussions regarding the lawsuit. The Applicant declined. The ARB discussed risks of approving the COA based on the Applicant's justification, limited information provided, and based on the applicable Zoning Ordinance Criteria, Comprehensive Plan Policies, and ARB design guideline criteria regarding historic structures and demolitions. At the conclusion of its discussion, the ARB voted 5-0 to deny the COA for demolition of 6712 Jefferson Street based on specific Findings for Denial (see attached).

At its September Meeting, the ARB will discuss of the proposed boundary changes to the Old and Historic Overlay District and corresponding Zoning Ordinance text amendments scheduled for public hearing by the Planning Commission in October.

Staff noted sign options for the Town Center building continue to be developed. Staff and the ARB Liaison will brief the Council once a sign option is selected.



To: Haymarket Town Council

From: Robert (Bob) Weir, Planning Commission Liaison

CC: Chris Coon

Date: August 30, 2021

Re: Planning Commission Liaison Monthly Report

The Planning Commission meeting of August 16, 2021 addressed the following:

- Continued consideration and amendment of the Town Zoning Ordinance generally, public hearing scheduled for September.
- Introduction of new Planning Commissioner,
- Crossroads Village Center Special Use Permit SUP2021-003 forwarded to Town Council with a recommendation for approval on a 3/2 vote.

Respectfully submitted,

**Bob Weir** 



Emily K. Lockhart
TOWN PLANNER
ZONING ADMINISTRATOR

#### **MEMORANDUM**

TO: Architectural Review Board

FROM: Emily K. Lockhart, Town Planner

DATE: July 14, 2021

SUBJECT: 6712 Jefferson Street, Demolition Application Request

#### **APPLICATION SUMMARY:**

Business/Applicant: Cailex Homes, LLC Street Address: 6712 Jefferson Street

Proposed Use: Demolition Application Request

Applicant's Brief Description of the Activity: Seeking approval for a demolition request for 6712 Jefferson

Street

Town Planner Assessment						
Zoning Ordinance	Application Details	Staff Response				
Sec. 58-14.9 Matters to be	Demolition Request - 6712	The proposed building is located on				
considered by board in acting	Jefferson Street	Jefferson Street, at the corner of				
on appropriateness of erection,		Jefferson Street/Payne Lane. The house				
reconstruction, alteration,		for consideration is the house that				
restoration or demolition of		fronts Jefferson Street.				
building or structure.						
<b>Sec. 58-14.9 (1)</b> Exterior	Demolition Request - 6712	The proposed application is to				
architectural features,	Jefferson Street	demolish the front house at the				
including all signs, which are		property.				
subject to public view from a						
public street, way or place.						
<b>Sec. 58-14.9 (2)</b> General Design	Demolition Request - 6712	The proposed application is to				
Arrangement	Jefferson Street	demolish the front house at the				
		property.				
<b>Sec. 58-14.9 (3)</b> Texture,	Demolition Request - 6712	The proposed application is to				
material and color	Jefferson Street	demolish the front house at the				
		property.				
<b>Sec. 58-14.9 (4)</b> The relation of	Demolition Request - 6712	The proposed application is to				
the factors, subsections (1), (2),	Jefferson Street	demolish the front house at the				
and (3) of this section, to		property.				
similar features of the						

buildings and structures in the		
immediate surroundings  Sec. 58-14.9 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of	Demolition Request - 6712 Jefferson Street	The proposed application is to demolish the front house at the property.
the surroundings  Sec. 58-14.9 (6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the	Demolition Request - 6712 Jefferson Street	See below for the demolition guideline text and analysis.
Sec. 58-14.9 (7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas	Demolition Request - 6712 Jefferson Street	This matter is at the discretion of the ARB
Sec. 58-14.9 (8) The extent to which the building or structure will promote the general welfare by:  (a) Maintaining and increasing real estate values  (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and artisans, and new residents  (e) Encouraging study of and interest in American history  (f) Stimulating interest in and study of architecture and design  (g) Educating citizens in American culture and heritage	Demolition Request - 6712 Jefferson Street	These matters are at the discretion of the ARB

(b) Making the Tourn		
(h) Making the Town a more attractive and		
desirable place in which		
to live Comprehensive Plan		
Comp Plan 1.5.3 Historic	Site – 6712 Jefferson Street	The main structure is listed on the
_	Site - 07 12 jenerson Street	
Resource Inventory List		historic inventory list within the
Caman Blan 1 F 4 Data stial	Cit. (712 I. ((	Comprehensive Plan The site is not one of those listed as a
Comp Plan 1.5.4 Potential	Site – 6712 Jefferson Street	
Archaeological Site		potential archaeological site in the
Architectural Review Board His	toric Caridalinas	Comprehensive Plan
		D: 4C-1
I. Introduction (E) Community	Site – 6712 Jefferson Street	Residential
Design and the		
Comprehensive Plan		
II. Streetscape and Site Design	Not applicable	Not applicable
II. (a) Washington Street Enhancement Project	Not applicable	Not applicable
,	Not amplicable	Not applicable
II. (b) Streetscapes Other Than Washington Street	Not applicable	Not applicable
Washington Street II. (c) Fences and Walls	Not applicable	Not applicable
· · ·	Not applicable	Not applicable
II. (d) Lighting (Free	Not Applicable	Not Applicable
Standing/Posts)		
II. (e) Telecommunication	Not Applicable	Not Applicable
Dishes, Drums and Towers	NT . A 1: 11	NT . A 1: 11
II. (f) Screening	Not Applicable	Not Applicable
	tions to Existing Non-Historic an	
III. (a) General Guidelines	"to create a more pleasing blend of	These matters are at the discretion of
	historic and new elements in the	the ARB
	Town, new structures shall be	
	compatible with the prevailing and	
	recognized historic architectural	
	character of the existing adjacent structures"	
III. (b) Colors	Not Applicable	Not Applicable
III. (c) Exterior Elements	Not Applicable	Not Applicable  Not Applicable
III. (d) Chimneys	Not Applicable	Not Applicable Not Applicable
III. (e) Roofing	Not Applicable	Not Applicable Not Applicable
III. (f) Lighting, (attached to	Not Applicable  Not Applicable	Not Applicable Not Applicable
structure)	1 NOT Applicable	Two Applicable
III. (g) Windows and Doors	Not Applicable	Not Applicable
III. (h) Decks	Not Applicable	Not Applicable
III. (i) Handicapped Ramps	Not Applicable	Not Applicable Not Applicable
III. (j) Awnings	Not Applicable	Not Applicable Not Applicable
	r Additions to Historic Structures	
IV. (a) General Guidelines	Not Applicable	Not Applicable

V. Signage	Not Applicable	Not Applicable, not historic or
		contributing
VI. Demolition Guidelines	Demolition Request - 6712	See below for excerpt and discussion.
	Jefferson Street	_
VII. Situations Not Covered,	Not Applicable	Not Applicable
Additional Requirements		

#### VI. DEMOLITION GUIDELINES

The Town Code has important requirements for all demolition of buildings within the

#### A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

The Haymarket Comprehensive Plan supports the preservation of the Town's historic resources to the greatest extent possible. Therefore, there must be a compelling reason to demolish a historic structure.

- □ Applicants must provide a written statement explaining the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.
- $\Box$  In some instances, the ARB may require a structural analysis of the building by a licensed professional engineer regarding the structural integrity of a building prior to a demolition permit decision.
- ☐ If an applicant is successful in demonstrating that a historic structure is a candidate for demolition the ARB may approve the demolition request with one or more of the following conditions, depending on the circumstances surrounding the request:
- 1. Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.
- 2. Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.
- 3. The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.
- 4. The demolition may occur only following receipt of a building permit for the new construction.

The applicant has supplied a brief written narrative as to why the demolition permit has been requested for the structure. In addition, please find attached the pdf with photographs of the interior of the structure. The structure dates to the 1940's and as documented in the photographs; the interior appears to be unhabitable at this time. The applicant, has stated that there are structural issues with the house, to include foundation cracks and sinking and termite damage to the interior framing.

# STAFF RECOMMENDATION:

Based on the above report, the Town Planner recommends the Architectural Review Board thoroughly review the materials, the photographs, visit the site and discuss with the applicant the necessity for demolishing the structure. It is the Town Planner's recommendation that the structure be approved for demolition as the overall financial burden the house could further create outweighs the contribution to the larger Haymarket Historic aesthetic.

The property owners most recently applied for a Zoning Determination and an Appeal to the Haymarket Board of Zoning Appeals. The case is currently awaiting trial at the PWC Circuit Court.



# **ZONING PERMIT APPLICATION**

# ZONING PERMIT #:

· · · · · · · · · · · · · · · · · · ·	THE REAL PROPERTY OF THE PROPE
NOTE: This application must be filled out completely and all comp before the application can be accepted and sch	nonents of submission requirements must be m heduled for review/hearing
ZONING ACTIVITY:	☐Addition ☐Sign (See Spec sheet)
NAME OF BUSINESS/APPLICANT: Cailex Homes, LLC	
PROPOSED USE: Residential Size /So	q. Ft./Length) of Construction:
SITE ADDRESS: 0/12 Jelierson Street	
Subdivision Name:	
ZONING DISTRICT: R-1 DR-2 DR-1 DR-2 DL1 DC	Lot Size: 0.3197
	-1
Special Use Permit Required:	Site Plan Required: 🔲 Yes 🔲 No
Off-street Parking: Spaces Required: S	paces Provided:
BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of Demolition of a dwelling built in 1940.	of fencing, deck specs, etc.)
Supporting Documentation (attached); 🏿 Narrative 📦 Plan/Plat 🗓	Specification Sheet
FEE: 🔲 \$25.00 Residential 🖃 \$50	
CERTIFICATE OF APPRO	JPRIATENESS
ADDITIONAL DESCRIPTION: (i.e. color, type of material, font style, e	tr See Sinn Spar Chant for Simon and the still
	see Sign spec sheet for signage aetail)
	: : : : : : : : : : : : : : : : : : :
Supporting Documentation (attached);   Specification Sheet   Pl	hotograph(s)
PERMIT HOLDER INFORMATION PROPERTY OW	/NER INFORMATION
Cailex Homes, LLC Steven L	
Name Name	
	lock Forest
Address Address	
State Zip City City	Virginia 23117
703-304-1193	State Zip
hone# Email Phone#	Email

APPLICANT /	PROPERTY OWN	R SIGNATURE	*****REQUIRED*****
and as shown and any add	on the attached pla itional restrictions or the fown Council of	Information provided here t, plan and/or specifications and/or conditions prescrit and all other applicable law	cel, do hereby certify that I have the authority to make the in is correct. Construction of improvements described herein will comply with the ordinances of the Town of Haymarket bed by the Architectural Review Board (ARRI, Planning
		***OFFICE US	SE ONLY***
Date Filed:		Fee Amount:	Date Paid:
DATE TO Z	ONING ADMINIS	STRATOR:	· · · · · · · · · · · · · · · · · · ·
□APPROVED	DDISAPPROVED	CITABLED UNTIL:	DDEFERRED UNTIL:
CONDITIONS:		SIGNATURE	PRINT
DATE TO A	RCHITECTURAL	REVIEW BOARD (ARB	
DAPPROVED	ODISAPPROVED	TABLED UNTIL:	DDEFERRED UNTIL;
CONDITIONS:		SIGNATURE	PRINT
DATE TO TO	OWN COUNCIL (	IF APPLICABLE):	
DAPPROVED	□DISAPPROVED	TABLED UNTIL:	□DEFERRED UNTIL:
TOWN COUNC	IL (where required);	SIGNATURE	PRINT



















































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

# Samantha Lewis Associate Town Planner

# **MEMORANDUM**

TO: Architectural Review Board Members FROM: Samantha Lewis, Associate Town Planner

DATE: August 11, 2021

SUBJECT: RELIC Library Findings- 6712 Jefferson Street

# Background:

The land located at 6712 Jefferson Street was, at one point, owned by Thomas McCormick. In September of 1870, McCormick had won a bid for the lot. This purchase paid off a debt owed to Thomas Smith by the Shirley estate. Eppa Hunton, a well-known Confederate officer, loaned McCormick the funds to purchase the land. The deed was finalized in 1886 and records shows that with the purchase of this land, McCormick's property was about 10 acres. The property was roughly bounded by present day Jefferson Street to the railroad, and from St. Paul's to the property.

Thomas McCormick was survived by five descendants (children and grandchildren) who each owned a fifth of the property. Altogether, his youngest daughter, Annie, and her husband, B.B. Nalls, owned the entire parcel as the final descendants.

Throughout the century, parts of the property were sold. 6712 Jefferson specifically was bought from Annie and B.B. by William Jordan in 1922. In 1937, W.R. Gossom and his wife Minnie Gossom, bought the property from William Jordan. He bought the property "with buildings and other improvements thereon." It is believed, from various deeds and historic photographs, that Thomas McCormick had a shop on the property of 6712 which may have been in disrepair when Gossom bought it. The house that stands on the property today was built in 1940 by Gossom. Gossom sold in 1946 to Harry Mattison Hoffman and his wife, Vera Lee. In 1947 Hoffman sold to Merle Carr and his wife Thelma. In 1948 Carr sold to Robert Revell and wife Ruby Mae. In the same year, the property was sold to William Andrews and his wife Anna. In 1950, Andrews sold to sisters Maude Dawson and Irma Dawson. In 1952, the sisters sold to Bennett Bean. Bennett Bean and his wife, Gertrude Bean, divorced and she owned the house alone in 1967. In 1977, Steven Bean, Gertrude's son, and his wife, Toni, owned the home with Gertrude Bean. In 1986 Steven and Gertrude owned the home without Toni. In 1988 Steven and Melody Bean became the owners of 6712 Jefferson Street and remain the owners today.

It is unclear how the property got the name "Baker-Bean". The 1935 census lists the property as "Baker-Bean", however the current standing home was not built until 1940. William Jordan owned the property in 1935, and it is possible that is where the Jordan and Jordan storehouse was located. Oral history mentions travelers and visitors getting off the train at the Depot and walking up the street to the 'general store'. Various deeds and history of the Harrover Property suggest that W. Jordan owned the Harrover House as well as the property at 6712 Jefferson. Richard Baker was an early resident of the town, but none of his properties were near 6712 Jefferson. SW Bean was an early resident of the town at the same time and was the town's postmaster. He owned property on the east side of Carolina, north of Washington (55).

### 6712 Jefferson Street, Haymarket

### RELIC <relic2@pwcgov.org>

Sing 874) 2623 7-59 Mil.

To: Samantha Lewis <Slewis@townofhaymarket.org>

↑2 attacherents /1 StB:

PW OB 309 FF out PW OB 413 340 pet PW OB 144 4 pet PW OB 547-357 pet PW OB 134 134 pet PW OB 135 42 tout PW OB 135 42 tout PW OB 132 43 pet PW OB 95 47 pet TW OB 137 42 tout PW OB 55 15 tout PW OB 65 15 pet PW OB 56 17 pet TW OB 57 15 tout PW OB 55 15 tout PW OB 56 15 pet PW OB 56 17 pet TW OB 56 17 p

Samanthir

Here is the information about 6712 lefferson Street from the County Real Estate Assessments website. It says the house was built in 1940.



<u>Home</u>

Quick Search

Address Search

GPIN/Account Search

Sales Search

6712 JEFFERSON ST

7297-89-7570 General InfoNotesMap

# **Property Information**

Account Number	043967	Property Address:
Owner Name	BEAN STEVEN L W MELODY AND SURV	6712 JEFFERSON ST
Owner Address	172 HEMLOCK FOREST	
	MINERAL VA 23117	HAYMARKET VA 20155
Use Code	: 3 SFD 2plus on same percel	

Description

1 L

	Assessment Info	2021 Assessm	ent
Neighborhood	02019 Town Of Hayminket	Land - Market Value	629,200
Fire House	L1 - Town of Haymarlott	Land - Use Value	5.0
Special District		Impr - Market Value	1418,10
Zaning	Suburban Residential (47 nore)	Total - Market Value	1497,80
Acres	2.3192		

Dwelling Information

# of Stories	8.5	# Bedrooms	7	Basement Type	1 Basemert No Walkout
Year Built	1940	Full Baths	1	Style	2 1 U2 Story
Fin Area	1/455	Half Baths	Ō	Exterior Wall	2.2 All Alum/Vinys
Unfin Area	10	Basement Area	024		
Fireplaces	0.7	Fin Basement	-0		

• Card • 1 Card - 2

#### Improvements

	IMPR Type	Description	Area		
	Addition	PAT Patio	25		

Assessment History					
Reason	Year	Land	Use	IMPR	Total
General Reassessment	2021	\$79,700	\$0	\$418,100	\$497,800
General Reassessment	2020	\$76,700	\$0	\$391,800	\$468,500
General Reassessment	2019	\$76,700	\$0	\$356,800	\$433,500
General Reassessment	2018	\$68,800	\$0	\$361,800	\$430,600
General Reassessment	2017	\$66,200	\$0	\$407,900	\$474,100
General Reassessment	2016	\$66,200	\$0	\$401,600	\$467,800
General Reassessment	2015	\$66,200	\$0	\$309,000	\$375,200
General Reassessment	2014	\$61,400	\$0	\$261,700	\$323,100
General Reassessment	2013	\$59,700	\$0	\$245,200	\$304,900
General Reassessment	2012	\$59,700	\$0	\$260,800	\$320,500
General Reassessment	2011	\$61,000	\$0	\$307,900	\$368,900
General Reassessment	2010	\$61,600	\$0	\$310,800	\$372,400
General Reassessment	2009	\$61,600	\$0	\$313,500	\$375,100
General Reassessment	2008	\$77,100	\$0	\$438,600	\$515,700

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T	Reason	Year	Land	Use	IMPR	Total	Ŧ
	General Reassessment	2007	\$90,600	\$0	\$475,100	\$565,700	ľ
	General Reassessment	2006	\$90,600	\$0	\$479,200	\$569,800	ı
	General Reassessment	2005	\$79,700	\$0	\$402,800	\$482,500	ı
	General Reassessment	2004	\$92,000	\$0	\$328,700	\$420,700	ı
	General Reassessment	2003	\$83,600	\$0	\$306,600	\$390,200	ı
	General Reassessment	2002	\$69,300	\$0	\$283,600	\$352,900	ı
	General Reassessment	2001	\$55,100	\$0	\$236,900	\$292,000	ı
	General Reassessment	2000	\$52,100	\$0	\$198,400	\$250,500	ı
	General Reassessment	1999	\$49,600	\$0	\$183,700	\$233,300	ı
	General Reassessment	1998	\$47,900	\$0	\$179,800	\$227,700	ı
	General Reassessment	1997	\$46,600	\$0	\$179,700	\$226,300	ı
1	General Reassessment	1996	\$45,900	\$0	\$181,100	\$227,000	ı

#### Transfer History

Date	Sale Amount	Owner	Transfer Type	Conveyance Number
1988/06/01	\$0	BEAN STEVEN L & MELODY ANN SURV	XG	1576-0251
1986/11/01	\$30,000	BEAN STEVEN L & GERTRUDE B SURV		1433-0817
1977/03/01	\$0	BEAN STEVEN L & TONI L ETAL		0899-0011

Click here for transfer type code descriptions

The bottom of this site gives a list of transfers since 1977. Additional deeds are shown below, with copies attached to this message

PW DB 899-11 1977 Steven L. Bean and who Toni L. and Gertrude Sailey Bean, from Gertrude Bailey Bean (divorcee). Parcel in Town of Haymarket beginning at corner of Jefferson Street (SR 625) and Payne Lane (SR 1392). 12.352 sq.ft. Includes plat. Same parcel conveyed to said Gertrude by deed from Bennett L. Bean, 1967, DI 818-349.

PW UB 418-349 1967. Gertrude Bailey Bean 'solely) from Bennett L, Bean (divorced). Same lot in Haymarket. 12,375 sq.ft., Conveyed to said. Maude 6. Davison (unmarried) and Irma E, Davison (unmarried) from W. H. Andrews and wife Anna R., 1950, DB 147-387. Same conveyed to party of first part (Bennet Bean), 1952, DI 164-4.

PW DB 164-4 1952 Bennett Li Bean from Maude El Dawson (unmarried) and frma El Dawson (unmarried) 12,375 sq.ft, in Haymarket, Same conveyed is said Maude and Irma by W. H. Androws and wife Anna H., 1959, DB 147-387.

PW DB 147-367. 1950. Maude E. Davison and Irma E. Dawson from W. H. Andrews and wife Anna H. Parcel h Haymarker on west side of Carolina Road. 12,3 south Was conveyed to Vr. H. Andrews and wife Anna H. by Robert F. Reysell and wife, 1948, DB 134-304.

PW DB 134-304 1948 William H. Andrews and wife Anna H. From Robert F. Revell and wife Ruby Mae. Parcel in Haymarket on west side of Carolina Road. 12,375 sq.ft. Was conveyed 1948 from Muric G. Carriand wife (deed book not cred.) Refers to de4ed of trust, granters to assume

PW D8 133-428 1948. Robert E. Reveil and wife Ruby Mae from Merle G. Carri and wife Thelma N. Parcel in Haymarket, west side of Carolina Road. 12.375 sq. Conveyed by deed. 1947. from Harry Mathson Haffman and wife. D8 127-451. Scanters assume deeds of trust.

PW DS 176-45). 1947 Mortin G. Carrims wife thelmo N. from Harry Hautison Hoffman and wife Veri Lee: Parcel in Haymarket, west ade of Carolina Road. 12, 175 sq.ft. Carviyed 1945 from W. H. Gobson and wife (DII 142-43) [sk]. Granties assume deed of trust.

PV/ DB 122-43 1916 Harry Mattison Hoffman and wife Vera Lec from W. R. Gesson and wife Munic M. Parcel in Haymarket, west side of Cacolina Road. 12,375 sq.ft. Conveyed 1937 from William M. Jordan and wife (DB 98-472).

PW DB 78-472. 1937. W. R. Gossom from William M. Jordan and wife Anne B. Parcel in Raymaneer, west side of Curolina Road, "with buildings and other improvements thereon." Consequent 1922 by B. B. Nalls and wife Anne B. (DB 77-218). Being the numbers and of let conveyed as Thomas McCarrine, and it when an ungraphs that of the improvement of the conveyed to said B. B. Nalls by W. T. Mayman et al by deed, 1920 fine deed book statil. (An acrong states, 1

PW DB 77-218. 1922. William M. Carrier from B. B. Mills and wife Armie E. (new Anory E. McCarmick). For \$300 paid. Parcel in Reymarket an leaf aide of Cardina Raud. Cornering with M. Carrier of "Parcel (Hall)" Int. Being narrhern and of lot conveyed to Thomas Ni Carmick, and of which un undivided three-lifths was conveyed said B. B. Mills by W. T. Mayhi gh et al. (1920 [Incided back med.]. The said Anna E. Nalls by the only in veying being a law of said Thomas McCormick, thorased.

0W DB 75-155. 1926. B. B. Maffs from W. E. Maybuigh and vafe loss it, P. B. Maybuigh and vafe Lold C. F. E. Phyrogis and vafe Roth, Lola B. Maybuigh furnames E. B. Bell (wicover of Marrie Bell in: Maybuigh, discussed), and Louis B. Mansourough fundows, hours at last of Charlette B. Maybuigh and Louis Maybuigh, discussed. Per s1200 paid. Then analysis of the office of the inflation of the market in the partial of which Louis Maybuigh and Charlette B. Maybuigh and Louis Maybuigh and Louis Maybuigh and Charlette B. Maybuigh and Louis Maybuigh and Charlette B. Maybuigh and Louis Maybuigh and Charlette B. Maybuigh and Charlette B. Maybuigh and Louis Maybuigh and Louis Maybuigh and Charlette B. Maybuigh and Louis Maybuigh and Charlette B. Maybuigh and Louis Roth and Lo

THOMAS MCCORMICK, born 1823, dice bef. 1700 (fert no will), married upc. 1346, MARY BURGESS, born 1822, dice 1700-10. Children

- Mory F. PicCoonick T1888-1860/791 appearently immurred.
- Finnig I Referenct (1950-1989)
  - m. 1870, Lowis MAYHUGH (1842-1913)
  - a. William T. Mayniban (HRZE-1931)
  - to. Edward M. Phythago (1373-2) (addiscredly deal before 1970)
  - 1 Maxim Maybugh (1875-1919) no [1906] Edward Bol
  - Bendram Brack With High LISTS 1931; in: Title
  - at Problem Lower Manhoods (1980) 1980, or 3 cm 666.
- in Temoritis Michorman 19952-19151 innovered
- VO STATE BALLS TAKES SOME LAST BALLYA
  - m 1882, Lev HayHüGri (her sister inima's redorted funband
  - The Mark Street Street Street Street
  - A THE MANAGEMENT OF THE PARTY O
  - The second section of the last of the last

```
mairried (1883) Ida L. Rector
a, Meta McCormick (abt 1884-bef 1900) m. (1899) James W. Rector
b, Wirt McCormick (1887-?)
```

It appears that Thomas McCormick was survived by five children or their issue. Mary died before her father. (1) Emma died in 1880, but left 4 of 5 children. (2) Jeannette survived her father but died Althout issue. (3) Charlotte survived her father and left two children (4) John left two children, but only Wirt was alive in 1900. (5) Annie survive her father and lived until 1937. So the McCormick estate was apparently five shares. After Jeannette died (1915), her one-fifth share would be divided among the other four children or their heirs.

- Emma's children would have  $1/5 + 1/4x1/5 = 4/20 + 1/20 = 5/20 = \frac{1}{2}$
- Charlotte's two shildren would have 1/3 + 1/4x1/5 = ¼
- John's child or children would have 1/5 ± 1/4 x 1/5 = ½
- Annie would have ¼

I haven't figured out how the lawyers came up with "three-fifths" interest. The grantors represented two of five children; that would give them a two-fifths share at Thomas McCormick's death. If John Thomas' children were both deceased by 1920, with no issue, then each of the surviving children or their heirs would own one-third of the property Emma's and Charlotte's children together would own two-thirds of the property. Annie would own one-third. That is probably what was intended. The deed writer probably did understand that Louis/Lewis Mayhugh had only a life interest in the property; four of his children inherited it not from him but from his first wife, Emma. Altogether Annie and I B. Nalls owned the entire parcel after this sale.

PW DB 36-651. 1886 Thomas McCormick from Eppa Hunton, special commissioner, appointed by Circuit Court of PWC in suit of Smith vs. Goodwin, to convey land herein described. Land fying near the town of Haymarket. Begin at the SE corner of McCormick's shop, running S with Carolina Road to Haymarket Depot, thence W along the railroad to Mead's corner, thence N with Mead's line to Church lot, thence E with Church lot to SE corner of Church lot, thence N to street, thence E with street to NW corner McCormick's shop, containing 10 acres 1 road more or less. Signed: Eppa Hunton [signed in Washington, D.C.]

Library of Virginia, Chancery Papers Index, Prince William County case 1884-012, Thomas A. Smith vs. [William E. Goodwin, Sheriff], Administrator of Thomas S. Shirley etc. [Many of the papers labeled "Smith vs. Goodwin"] <a href="https://www.lva.virginia.gov/chancery/case">https://www.lva.virginia.gov/chancery/case</a> detail.asp?CFN=153-1884-012#img 59 images in the file. Images 29-30:

Thomas A. Smith - Plaintiff

Again.

W. E. Goodwin Sherift of PWC, administrator of Thomas S. Shirley, deceased, and of Ann E. Shirley, deceased, George W. Shirley, Mary Elizabeth Shirley, James W. Shirley, Susa Emma Shirley, Henry Smith trustee of Ann E. Shirley McPherson Banitz(?) and James D. Tennell – Defendants

An account of outstanding debts against Thomas A. Shirley and Ann E. Shirley:

Note in demand 7under seal due by Thomas S. Shirley and Ann E. Shirley to Thomas A. Smith - 138 20

Interest from  $1^{\rm St}$  Jan 1857 to  $1^{\rm St}$  Jan 1870 – 108 03

[Total due] -- \$246.53

Land [of which he] died seized – 2 lots in town of Haymarket – fee simple value -- \$200 00 Decree 13 May 1869

Smith vs. Go

Smith VS, Goodam

An acct brought by Thos McCormick ------241 0

1/10 cash ----- \$24 On confirmation ----- 56

At 1 year - ---- 80 33 1/3

At 2 years ----241.0

Cash 1/10 -----\$24 10

On confirmation -- \$56.23

[image 16]

Two years after date for which rec'd I promise to pay Eppa Hunton communder decree of Circuit Court of Prince William County in the suit of Smith vs. Goodwin the sum of eighty 33 1/3/US? Dollars with interest from this date. Witness my hand & seal this 5<sup>th</sup> day of Sept 1870. [signed] Thos McCommick

image 25]

March 1, 1884

Thomas McCormick Esq.

SII

Thee is a balance due on your bonds for this purchase of a lot in Haymarket sold under decree of the Circuit Court of PWC in the suit of Smith vs. Goody in. Notice is hereby go you that unless the said balance is paid on or before the first day of the next term of the Circuit Court of PWC I shall on that day apply to the said court for a decree to resell so lot.

Respy yrs

Ерра Ниткоп

Cornt of sale

[The above three papers show that by Sept. 1870, Thomas McCormick had won the ord for the lot/s) in Hay market. His purchase was to pay off the debt owed to Thomas Smithby the Shirley estate. It looks like Eppa Hunton is lending him the money, to be paid off in two years. The contract had not been completed by 1884, and the deed was not final zed up 1886. If you care you can read the complete file at the address above. Eppa Hunton was a well-known Confede ate officer who horked as a lawyer after the Civil War. There's an oil portrait of him at the County courthouse 1.

This is all I can do for you at this time. Can try to do a little more soon

Dan Wilson

Denalo L. Wilson, Virginiana Librarian

The Ruth E. Lloyd Information Center for Genealogy and Local History (RELIC Penna Milliam Public Libraries

Central Community Library

8601 Manus Avenue, Manaasas, VA 20110 Zea, Zen Pasen

www.pwcgov.org/library/relic

Thank you for your inquiry. Our exchange of historical or genealogical information may be shared with other researchers in-house, by email or online,

Remittee 1 Loons

3637

8004 899 ME 11

## WITMESSETH

(\$10.00) and other good and valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, the said party of the first part does hereby grant and convey unto the parties of the second, third and fourth part, as joint tenants with right of survivorship as at common law and not as tenants in common, with GENERAL WARRANTY of title, all that certain parcel of land situate in the TOWN OF HAYMARKET, PRINCE WILLIAM COUNTY, VIRGINIA, being more particularly described according to a survey dated February 28, 1977, made by Garnett M. Womack, certified land surveyor, recorded with this deed and made a part thereof, as follows:

BEGINNING at an iron pipe set at the intersection of the westerly right of way line of Jefferson Street (State Route 625) and the southerly right of way line of Payne Lane (State Route 1302); thence with the said Jefferson Street, S 23 deg. 13' 59" W for 75.00 feet to an Iron pipe set, being a corner to the property of James R. Gossom; thence with the said James R. Gossom property as follows; N 70 deg. 15' 31" W for 165.00 feet to an iron pipe set; thense N 23 deg. 13' 59" E for 75.00 feet to an iron pipe set in the aforesaid southerly right of way line of Payne Lane (State Route 1302); thence with the said Payne Lane, S 70 deg. 15' 31" E for 165.00 feet to the point of beginning, containing 12, 352 square feet; AND BEING the same land conveyed to GERTRUDE BAILEY BEAN as her sole and separate estate, by deed dated January 24, 1967, from BENNETT L. BEAN, recorded in Deed Book 418, Page 349, Prince William County, Virginia.

THIS CONVEYANCE is expressly made subject to easements of record.

This is early that the tax imposed by rection 58-51, I has been paid testions of 28 580 Hz.

DWENG UNDERWOOD

TERRITOR TIGHT

Marketine 1

Ç,

8804 899 rate 12

THE SAID PARTY of the first part covenants that she has the right to convey saidland; that she has done no act to encumber the same; that said parties of the second, third and fourth parts shall have quiet and peaceful possession of the same, free and clear from any and all encumbrances, and that she, the said party of the first part, will execute such further assurances of and to said land as may be necessary or requisite.

WITNESS the following signature and seal:

GERTRUDE BAILEY BEAN (SEAL)

COMMONWEALTH OF VIRGINIA

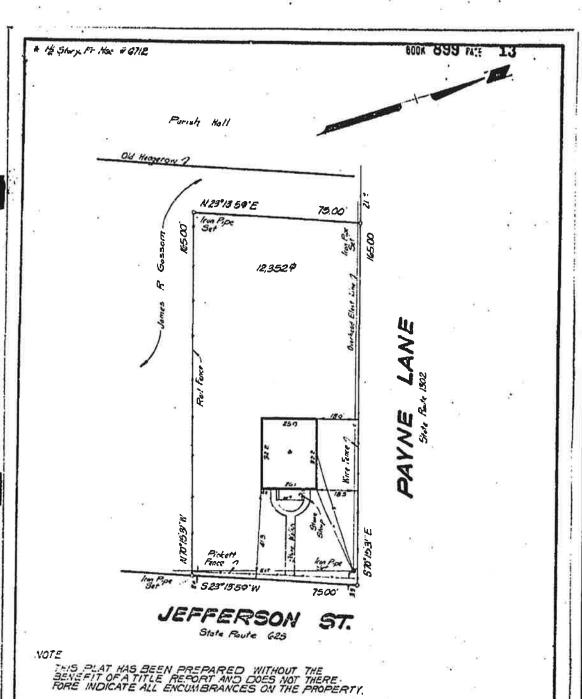
NOTARY PUBLIC

Recorded with certificate annexed March 17 1977
at 2:15 P. M. Prince William County, Virginia.

Teste: Clerk

GIVEN UNDER my hand this // day of March, 1977.

WENE UNCERWOOD A SEAME MANAGEME YEROMA



BOUNDARY SURVEY

HOUSE LOCATION SURVEY
PROPERTY OF

# GRETRUDE BAILEY BEAN

TOWN OF HAYMARKET PRINCE WILLIAM COUNTY, VIRGINIA SCALE, 1'3.30' FEB 28,1977

GARNETT M. WOMACK & ASSOCIATES LAND SURVEYING MANASSAS, VIRGINIA

FB PG

ORDER NO 4570

137-2-32

DRAWN BY: GEM FIELD WORK BY: WEF

DHR ID: 233-5019

Other DHR ID: 233-500

#### **Property Information**

**Property Names** 

Name Explanation

Name

Function/Location House, 6712 Jefferson Street

DHR Staff: Not Eligible

**Property Evaluation Status** 

This Property is associated with the Haymarket Historic District.

**Property Addresses** 

Current - 6712 Jefferson Street

County/Independent City(s):

Prince William (County)

Incorporated Town(s):

Haymarket

Zip Code(s):
Magisterial District(s):

**20169** *No Data* 

Tax Parcel(s):

No Data

USGS Quad(s):

THOROUGHFARE GAP

### **Additional Property Information**

Architecture Setting:

Town

Acreage:

No Data

Site Description:

October 2012: The house sits close to the road on a relatively level lot at the corner of Payne Lane and Jefferson Street. Surrounding the building is a manicured lawn with several large mature trees. A picket fence is located along the southern property boundary and a boxwood hedge is located along the front.

No secondary resources were visible on the property at the time of the survey.

#### Surveyor Assessment:

October 2012: The architectural resource is typical of the mid-twentieth century in Prince William County and in the opinion of the surveyor should not be considered individually eligible for the NRHP under Criteria A, B, C or D. In addition there is no known association with important people or events, the design and workmanship are undistinguished and the materials stock. The resource is; however, considered a contributing resource to the Haymarket Historic District (VDHR #233-5002) according to the map accompanying the PIF. The district was determined not eligible for listing on the NRHP by VDHR in 2004.

Surveyor Recommendation:

Recommended Not Eligible

Ownership

**Ownership Category** 

**Ownership Entity** 

Private

No Data

#### **Primary Resource Information**

Resource Category:

Domestic

Resource Type:

Single Dwelling

NR Resource Type:

Building

**Historic District Status:** 

Contributing

Date of Construction:

ca 1940

**Date Source:** 

Local Records, Tax

Historic Time Period:

World War I to World War II (1917 - 1945)

Historic Context(s):
Other ID Number:

Architecture/Community Planning, Domestic No Data

Architectural Style:

Colonial Revival

Form:

Cape Cod

Number of Stories:

1.5

Condition:

1.5 Good

Threats to Resource:

Development, Transportation Expansion

Architectural Description:

October 2012: The house is a one-and-a-half-story, three-bay Cape Cod-style dwelling supported by a concrete block foundation. The exterior

### Virginia Department of Historic Resources

Architectural Survey Form

DHR ID: 233-5019

Other DHR ID: 233-5002

walls are clad in aluminum siding and the roof in asphalt shingles. Gable-roofed dormers are located on the front roof slope with a large shedroofed dormer on the rear. A large shed-roofed ell has been constructed off the rear of the house. Other architectural features include an interior brick flue, wood entry door with gable-roofed hood, sliding glass door in the ell, and six-over-six wood double-hung sash windows

Wood

#### **Exterior Components**

Component Roof Chimneys

Structural System and Exterior Treatment Foundation Porch Windows

Component Type Gable, Side Interior Frame

Sash, Double-Hung

Material Asphalt Brick Wood Solid/Continuous Concrete Hood/Overhang Wood

Material Treatment Shingle

Flue Siding, Aluminum

Block Other 6/6

#### **Secondary Resource Information**

#### **Historic District Information**

**Historic District Name:** 

Haymarket Historic District

Local Historic District Name: Historic District Significance: No Data No Data

#### **CRM Events**

#### Event Type: DHR Staff: Not Eligible

DHR ID:

233-5019

Staff Name:

Marc Holma, DHR

**Event Date:** 

12/13/2012

**Staff Comment** 

DHR Project No. 2012-0331

#### Event Type: Survey: Phase I/Reconnaissance

Project Review File Number:

2012-0331

Investigator:

CRI

Organization/Company:

Virginia Department of Transportation

Photographic Media: Survey Date:

Digital 10/1/2012

**Dhr Library Report Number:** 

PW-410

Project Staff/Notes:

A Cultural Resources Survey and Battlefield Context for the Proposed Improvements to the I-66 and US Route 15 Interchange, Prince William County, Virginia (VDOT Project: 0066-076-074, C501, P101, R201; UPC 100566).

Surveyed by: Sandra DeChard

Architectural Description and Data Entry by: Sandra DeChard

#### Project Bibliographic Information:

Name: CRI

DHR CRM Report Number: PW-410

Record Type: Report

Bibliographic Notes: A Cultural Resources Survey and Battlefield Context for the Proposed Improvements to the I-66 and US Route 15 Interchange, Prince William County, Virginia. November 2012.

Record Type: DHR file records

Bibliographic Notes: Ray M. Goodrow, Town of Haymarket Preliminary Information Form. (DHR File Number 233-5002)

Record Type: Tax Records

### Virginia Department of Historic Resources Architectural Survey Form

DHR ID: 233-5019

Other DHR ID: 233-500:

Bibliographic Notes: Prince William County Tax Assessment Records

### **Bibliographic Information**

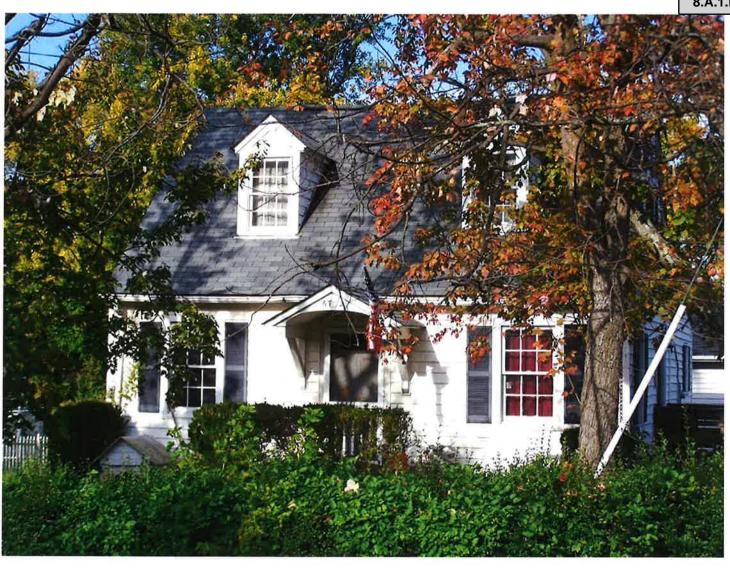
Bibliography:

No Data

Property Notes:

No Data







# **Index to Prince William County Historic Sites**

Name / Place	See	Name / Place	See
	Jefferson Davis Highway, 18426 House, Jefferson Davis Highway,	John Marshall Highway, 16311	House, John Marshall Highwa 16311
	18428	John Marshall Highway, 16316	Store
Jefferson Davis Highway, 18502 Jefferson Davis Highway, 18509	Jefferson Davis Highway, 18502 Jefferson Davis Highway, 18509	John Marshall Highway, 16316	House, John Marshall Highwa 16316
Jefferson Davis Highway, 18509	Jefferson David Highway, 18509	John Marshall Highway, 16317	House, John Marshall Highwa 16317
Jefferson Davis Highway, 18615	Skyline Tattoo	John Marshall Highway, 16413	Primas House
Jefferson Davis Highway, 18619	Chili Hut	John Marshall Highway, 16417	Primas Cemetery
Jefferson Davis Highway, 18764 Jefferson Farm	Mama's Alterations Jefferson Farm	John Marshall Highway, 18401	House, John Marshall Highwa
Jefferson Farm Cemetery	Thomas-Harris Cemetery		18401
Jefferson Street	Jefferson Street House	John's Branch	John's Branch
Jefferson Street	Jefferson Street House	Johnny Moore Run	Johnny Moore Run
Jefferson Street	Jefferson Street House	Johns	Fairfax County Map 1864
Jefferson Street	Jefferson Street House	Johnsbury	Johnsbury  Map of Prince William County
Jefferson Street, 6620	Jefferson Street, 6620	Johnson	Virginia, 1901
Jefferson Street, 6622	Jefferson Street, 6622	Johnson	Fairfay Carraty May 4004
Jefferson Street, 6705	Jefferson Street, 6705	Johnson Building	Johnson Building
Jefferson Street, 6706	Jefferson Street, 6706	Johnson Cemetery	Johnson Building Lewis-Johnson Cemetery Simmons-Johnson Cemetery Clover Hill Farm Cemetery Johnson Cemetery Clover Hill
Jefferson Street, 6712	Haymarket Masonic Lodge	Johnson Cemetery	Simmons-Johnson Cemetery
Jefferson Street, 6741	Smith House	Johnson Cemetery	Clover Hill Farm Cemetery
Jefferson Street, 6754	Jefferson Street, 6754	Johnson Cemetery	Johnson Cemetery
Jefferson Street, 6811	Jefferson Street, 6811	Johnson Farm	Clover Hill
Jeffries	Map of Prince William County	Johnson Ordinary	Johnson Ordinary
	Virginia, 1901	Johnson Place Tenant Dwelling	Johnson Ordinary  Johnson Place Tenant Dwelli
Jeffries Cemetery	Jeffries Cemetery	Johnson, A. H.	Bonnie Brae Farm
Jeffries, Jno. W.	Saunders House	Johnson, A. H.	Map of Prince William County
Jeffries, Lillie Miss	Idlewild		Virginia, 1901
Jeffries' Ford	Jeffries' Ford	Johnson, Aunt Sally	Aunt Sally Johnson/s Corner
Jellison, R. A.	Occoquan Bank Building	Johnson, Benjamin	Cedar Hill
Jenkins Department Store	Camper & Jenkins Department Store	Johnson, Benjamin	Graham Park
Jenkins, M. W.	Fairview (Herndon Farm)	Johnson, Benjamin	Hands Farm
Jennie Dean's House	Jennie Dean's House	Johnson, Benjamin Land	Johnson Ordinary
Jennings Drug Store	Jennings Drug Store	Johnson, Buck	Johnson Ordinary
Jennings, Hugh F.	Log House Tract	Johnson, C. R. C.	Manassas Coal Company
Cemetery	Jeremiah (Jerry) Herndon Cemetery	Johnson, C. R. C.	Prince William Pharmacy
Jerusalem	Jerusalem	Johnson, David	Johnson Ordinary
Jewell Homeplace Cemetery	Jewell Homeplace Cemetery	Johnson, Dr. C. R. C. House Johnson, French S.	Johnson, Dr. C. R. C. House Walnut Grove
Jewell Log House	Rolls-Jewell Log House	Johnson, Geo	
Jewell, B.	Map of Prince William County Virginia, 1901	•	Virginia, 1901
Jim's Emu Farm	Jim's Emu Farm	Johnson, George W. House	Johnson, George W. House Deerwood
Joe Mayhugh Cemetery	Joe Mayhugh Cemetery	Johnson, Harriet Elizabeth	Deerwood #
John Carter's Woods	John Carter's Woods	Johnson, Hawkin	Studley Farm Fair Lee
John Kendal Place Cemetery	John Kendal Place Cemetery	Johnson, Henry B.  Johnson, Henry B. Mr. And Mrs.	Fair Lee Fairlee Farm
John Love's Mill	John Love's Mill	Johnson, Hugh M. Rev.	Olive Branch Baptist Church
John Marshall Highway	Allen-Fletcher Cemetery	Johnson, J. B.	Map of Prince William County
John Marshall Highway, 14372	House, John Marshall Highway, 14372		Virginia, 1901
John Marshall Highway, 16101	Cloverland	Johnson, J. M.	Blue Ridge Farm
John Marshall Highway, 16123	House, John Marshall Highway,	Johnson, John F.	Johnson Ordinary
	16123	Johnson, Joseph	Clover Hill
John Marshall Highway, 16309	House, John Marshall Highway,	Johnson, M.	Johnson, M.
	16309	Johnson, Mary Johnson, Ordinary	Johnson Ordinary Johnson Ordinary
		Johnson, Ordinary	•
			Page 790 1/1/2(

#### FINDINGS FOR DENIAL of ZP#XXXX, 6712 Jefferson Street / Baker-Bean House

- 1. The application is inconsistent with the stated purpose of the Old and Historic Haymarket District Overlay. The subject structure is designated an historic building within the Old and Historic Town of Haymarket, both by the age of the structure (i.e. 50 years old or older) and by Zoning Ordinance Definition (i.e. Designated as a contributing resource or structure by the Town's Comprehensive Plan). The purpose of the Old and Historic Haymarket District Overlay is to protect against the destruction of such historic resources.
- 2. The application is inconsistent with the Town of Haymarket Comprehensive Plan. Per Table 16 of the Plan, Historic Building Inventory, 6712 Jefferson Street, Historical Name "Baker-Bean", is designated historic and worthy of protection in the Town of Haymarket. The Plan states historic structures are important because they contribute to Haymarket's "sense of place" and provide tactile lessons on the cultural influences of the community. The plan also cites historic resources as fragile and non-renewable. If they are destroyed, the loss is permanent.
- 3. Per the Virginia Department of Historic Resources Architectural Survey Form, the Historic Context of the structure is 1940s domestic architecture and it is acknowledged as a contributing resource to the Haymarket Historic District. The Conlonial Revival / Cape Codstyle structure reflects the evolution of building styles in the Town over the Town's history.
- 4. Per the matters to be considered by the ARB, the continued existence of the subject structure will preserve the general historic atmosphere of the Town. The structure's position on the lot contributes to the Town's historic streetscape along the Town's southern gateway.
- 5. The application materials do not sufficiently describe alternatives to demolition and why such alternatives and/or rehabilitation of the structure is not considered feasible through building surveys or other structural analysis. Application materials describe conditions and required remediation similar to other historic structures in the Town that have been adaptively reused and are reasonably expected to have a market value that exceeds rehabilitation costs. Per the matters to be considered by the ARB, these rehabilitated structures promote the general welfare consistent with the listed criteria.



### AN ORDINANCE TO WAIVE MEALS TAX ON October 16<sup>h</sup> through October 17<sup>th</sup>, 2021, SET BY SECTION 42-186 OF THE CODE OF ORDINANCES, TOWN OF HAYMARKET, VIRGINIA (2014), AS AMENDED, RELATING TO FOOD AND BEVERAGES.

#### **ORDINANCE #2021-001**

WHEREAS, The Town of Haymarket wishes to encourage a successful weekend for our local restaurants and vendors associated with Haymarket Day on October 16<sup>th</sup>, 2021 and throughout the weekend; and

WHEREAS, the Council believes that as we celebrate our history and heritage on one day, we believe our local restaurants and businesses will benefit from a second day of celebration and are hopeful that foot traffic generated on Haymarket Day will return to patronize our restaurants and businesses, thus contributing to the well-being of citizens and the prosperity of Town merchants;

NOW, THEREFORE, the Town Council of Haymarket declares a Meals Tax Free weekend on October 16<sup>th</sup> and 17<sup>th</sup>, 2021.

BE IT ORDAINED by the Council for the Town of Haymarket, Virginia, meeting in regular session this 7<sup>th</sup> day of September, 2021, that the Meals Tax is waived solely for the 16<sup>th</sup> and 17<sup>th</sup> day of October, 2021.

	By Order of Council:
	Ken Luersen, Mayor
ATTEST:	
Kimberly Henry, Clerk of Council	



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

## Christopher S. Coon Town Manager

### **MEMORANDUM**

TO: Honorable Mayor and Town Council

FROM: Chris Coon, Town Manager

DATE: August 24, 2021

SUBJECT: VDOT Resolution update

### Background:

Town Council voted to approve Resolution 2021-012: Support for Sidewalk Grant on July 6, 2021. After meeting with a VDOT representative I was asked to change two items. Both items are included in the updated resolution.

### Fiscal Impact

The Town is applying for this grant to hopefully receive up to \$650,000 in grant funding with a required 20% match up to \$162,500.

### Staff Recommendation:

Recommend approving the amendment to the Resolution.

### Draft Motion:

"I move to approve the amendments to Resolution 2021-012, as presented."

OR

Other action deemed appropriate by Council.

### **RESOLUTION #2021-012**

WHEREAS, the Haymarket Town Council desires to submit an application for participation in the VDOT Transportation Alternative program for funding by the Commonwealth in the amount of \$650,000 with a 20% match by the Town in the amount of \$162,500; and,

WHEREAS, these funds are requested to fund a sidewalk project in the front of the Town Park between Haymarket Baptist Church and the intersection of Washington Street and Bleight Drive; and,

WHEREAS: The Haymarket Town Council hereby supports this application through the Virginia Department of Transportation Fiscal Year 2023-24 Transportation Alternative Program; and,

WHEREAS: The Haymarket Town Council acknowledges it is responsibility for maintenance of the improvement upon completion.

NOW THEREFORE BE IT RESOLVED, that the Council of the Town of Haymarket hereby commits to fund its local share of preliminary engineering, right-of-way and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s).

BE IT FURTHER RESOLVED, that the Town Manager is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

By Order of the Haymarket Town Council

Done this 6<sup>th</sup> day of July 2021

Motioned by: Weir Seconded by: Pasanello

Ayes: Weir, Pater, Ramirez, Morris, Schneider, Pasanello

Nays: Abstain: Attest:

\_\_\_\_\_

Kimberly Henry, Clerk of the Council

Kenneth Luersen, Mayor