



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION ~ AGENDA ~

David Leake, Mayor
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Tuesday, March 26, 2013

3:00 PM

Council Chambers

1. Call to Order

2. Draft Agenda 04-01-2013

A. Draft Town Council Agenda

3. Councilmember Time

- A. James Tobias
- B. Milt Kenworthy
- C. David Leake
- D. Mary Lou Scarbrough
- E. Rebecca Bare
- F. Katherine Harnest
- G. Steve Aitken

4. Adjournment



TO: Town of Haymarket Town Council
SUBJECT: Draft Town Council Agenda
DATE: 03/26/13

Please find the draft April 1, 2013 Town Council agenda attached.

ATTACHMENTS:

- 04-01-2013 TC Packet for Work Session (PDF)



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ AGENDA ~

David Leake, Mayor
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, April 1, 2013

7:00 PM

Council Chambers

1. Call to Order

2. Pledge of Allegiance

3. Minutes Acceptance

- A. Mayor & Council - Work Session - Feb 26, 2013 3:00 PM
- B. Mayor & Council - Work Session - Mar 19, 2013 7:00 PM

4. Citizen's Time

5. Public Hearings (Joint with Planning Commission)

- A. Haymarket Baptist Church - Site Plan Waivers/Exceptions
- B. Zoning Text Amendment - Funeral Home Use B-1
- C. Historic District Overlay

6. Presentations

- A. Journey through Hallowed Ground Cate Magennis Wyatt

7. Department Reports

- A. Engineer's Report - Holly Montague
- B. Town Planner's Report - Marchant Schneider
- C. Police Report Chief James E. Roop
- D. Treasurer's Report Staff

8. Appropriations

- A. Appropriations

9. Agenda Items

- A. Haymarket Baptist Church Rezoning - 14820 Washington Street Marchant Schneider - Town Planner
- B. Haymarket Baptist Church - Site Plan Waivers/Exceptions Marchant Schneider, Town Planner
- C. Zoning Text Amendment - Amend B1 Zoning Marchant Schneider, Town Planner
- D. Town Maintenance Contract
- E. Historic District Overlay
- F. Old Post Office Renovations Award of Bid
- G. FY 2014 Draft Budget

10. Closed Session

- A. Closed Session
- B. Certification of the Closed Session

11. Councilmember Time

- A. Steve Aitken
- B. Rebecca Bare
- C. Katherine Harnest
- D. Mary Lou Scarbrough
- E. Milt Kenworthy
- F. James Tobias
- G. David Leake

12. Adjournment

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION ~ MINUTES ~

David Leake, Mayor
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Tuesday, February 26, 2013

3:00 PM

Council Chambers

A Work Session of the Mayor & Council of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 3:00 PM

called the meeting to order.

1. Call to Order

Councilman Steve Aitken: Present, Councilwoman Rebecca Bare: Present, Councilwoman Katherine Harnest: Absent, Councilwoman Mary-Lou Scarbrough: Present, Councilman Milt Kenworthy: Absent, Vice Mayor Jay Tobias: Absent, Mayor David Leake: Present.

2. Agenda Items

A. Draft Town Council Packet for March 4, 2013

3. Councilmember Time

- A. Steve Aitken
- B. Rebecca Bare
- C. Katherine Harnest
- D. Mary Lou Scarbrough
- E. Milt Kenworthy
- F. James Tobias
- G. David Leake

4. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rebecca Bare, Councilwoman
SECONDER:	Steve Aitken, Councilman
AYES:	Steve Aitken, Rebecca Bare, Mary-Lou Scarbrough
ABSENT:	Katherine Harnest, Milt Kenworthy, Jay Tobias

Submitted:

Approved:

Jennifer Preli, Town Clerk

David Leake, Mayor



TOWN OF HAYMARKET TOWN COUNCIL

WORK SESSION ~ MINUTES ~

David Leake, Mayor
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Tuesday, March 19, 2013

7:00 PM

Council Chambers

A Work Session of the Mayor & Council of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 7:00 PM

called the meeting to order.

1. Call to Order

Councilman Steve Aitken: Present, Councilwoman Rebecca Bare: Present, Councilwoman Katherine Harnest: Present, Councilwoman Mary-Lou Scarbrough: Present, Councilman Milt Kenworthy: Present, Vice Mayor Jay Tobias: Present, Mayor David Leake: Present.

2. FY 2014 Budget

3. Councilmember Time

- A. James Tobias
- B. Milt Kenworthy
- C. David Leake
- D. Mary Lou Scarbrough
- E. Rebecca Bare
- F. Katherine Harnest
- G. Steve Aitken

4. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Tobias, Vice Mayor
SECONDER:	Rebecca Bare, Councilwoman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

Submitted:

Approved:

Jennifer Preli, Town Clerk

David Leake, Mayor



TO: Town of Haymarket Town Council
SUBJECT: Journey through Hallowed Ground
DATE: 04/01/13



TO: Town of Haymarket Town Council
SUBJECT: Engineer's Report - March 2013
DATE: 04/01/13

Please find Ms. Montague's report attached.

ATTACHMENTS:

- 04-2013 Town Engineer's Report (PDF)

I-66 Widening

VDOT has given some additional information on the aesthetics for the Old Carolina Bridge. For the pedestrian crossing, they are proposing to use a wire mesh fence instead of the standard chain link fence and an open air top instead of the standard closed top (see attached pictures). The fencing on the pedestrian crossing is required on pedestrian crossings over Interstates to prevent pedestrians from throwing anything on the Interstate below.

For the bridges only, VDOT is proposing an aesthetic color treatment for the form-lined rock patterned façade. They are proposing using a base color and then hand staining/sponging additional colors to replicate natural stone. Attached is a sample of a similar color treatment. The colors, façade pattern and bridge design of the sample is not necessarily the same that the Old Carolina Bridge will have, but it is an example of the color technique. VDOT is only proposing one solid color on the sound walls due to the cost of the hand staining treatment.

I-66/Rte 15 Interchange

VDOT held a meeting for the I-66/Rte 15 interchange aesthetics on March 14. VDOT is proposing the same aesthetic treatments on the I-66/Rte 15 bridges as the Old Carolina Bridge, such as decorative street lights, form-lined rock patterned façade with additional hand staining to replicate natural stone and wire mesh pedestrian crossings with open air tops. VDOT stated that as with the Old Carolina Bridge, VDOT will need a maintenance agreement with the Town that requires the Town to be responsible for maintaining the decorative streetlights and electricity costs if this element is to be included on the bridge. At this time, however, VDOT does not have an estimate as to how many lights will be on the bridge. I want to verify that the Town Council still wants VDOT to consider decorative streetlights on the I-66/Rte 15 bridge.

In addition, VDOT is working to see if they can incorporate some of the landscaping that complements the vision of Journey Through Hallowed Ground. VDOT is also considering incorporating some of the signage and guardrails that complements the vision of Journey Through Hallowed Ground.

At this meeting, Denise Harris from Journey Through Hallowed Ground expressed interest in speaking with the ARB since they are in the process of developing a Welcome Sign Concept Plan. I have informed the ARB that she would like to meet with them and we are in the process of coordinating schedules.

VDOT held a Public Hearing for the I-66/Rte 15 interchange on March 20. 83 citizens attended the Public Hearing. The layout has not significantly changed since the last layout shown to Town Council. VDOT has loaned the Town some of the graphics presented at the Public Hearing, including the project layout and additional renderings from different viewpoints of how the bridges will look. These graphics are displayed around Town Hall for citizens that were unable to attend the Public Hearing.



The sides will look like this



The top will look like this



The color treatment technique on the bridges will be similar to this but the colors, façade pattern and bridge design will not necessarily be the same.

Enhancement Project Update

On the original bid opening, the apparent low bidder, LaTerre Enterprises, had a bid of \$1,637,000 but was deemed non-responsive and their bid rejected because they did not provide the insurances required per the Insurance Checklist and the excessive price. That left the low bidder Arthur Construction with a bid of \$1,715,821.50. This bid, and all of the other bids, was rejected for excessive price.

The Town readvertised the project and the new bid opening was March 15. The apparent low bidder is Finley Asphalt with a bid of **\$1,663,447.76**. This bid is \$26,447.76 higher than the original bid from LaTerre. However, LaTerre's original bid was rejected for not carrying all of the insurances as well as the price and LaTerre did not submit a bid on the readvertisement. Therefore, the true comparison should be to the original Arthur bid. The new Finley bid is \$52,373.74 lower than the Arthur bid from the original bid opening.

LaTerre, the first apparent low bidder from the original advertisement, has submitted a request for reconsideration. VDOT has stated that once a bid has been rejected, we are unable to revisit the bid for any reason and can only consider bids submitted during the new advertisement. LaTerre did not submit a bid on the new advertisement. Staff is working with the Mayor on a response to LaTerre's request.

VDOT also pointed out the new advertisement resulted in a lower bid than if we had continued with the original advertisement process due to the rejection of the LaTerre bid for insurance reasons and "assume[s] this [Finley bid] will be acceptable."

While the new bid is still higher than anticipated, I recommend the Town Council direct staff to begin the process of finalizing the contract by processing the **Finley Asphalt bid of \$1,663,447.76** through VDOT for approval and after gaining VDOT's approval to come to Town Council to ratify the contract.

Pedestrian Improvement Project (Connelly money)

Staff received the RDA man-hour estimate and is in the process of reviewing and negotiating the estimate with RDA.

Journey Through Hallowed Ground

On March 15, Journey Through Hallowed Ground (JTHG) held a meeting for all of the stakeholders in their Pilot Project 2 Study Area. Pilot Project 2 Study Area is along Route 15 from Haymarket to Buckland. In attendance were the Town Engineer, VDOT NOVA and Culpepper District personnel, Prince William County personnel, Fauquier County personnel, Buckland Preservation Society representatives and Villages of Piedmont representatives.

JTHG presented a slideshow of their vision plan for this section of the Journey. The primary trees that they are proposing are Red Buds, Red Oaks, Red Maples and Red Cedars. They are also proposing additional supplemental landscaping within the red color theme. JTHG has also developed the following conceptual signage for use within the Journey:

Directional Signs:

Colors

LOGO
Matthews Paint
MP02102 Clark Yellow

Oracal High Intensity Grade
Reflective 010 White with an overlay of
Oracal Translucent Premium Cast
019 Signal Yellow (See Detail Inset)



Matthews Paint
MP59647 Black is Back

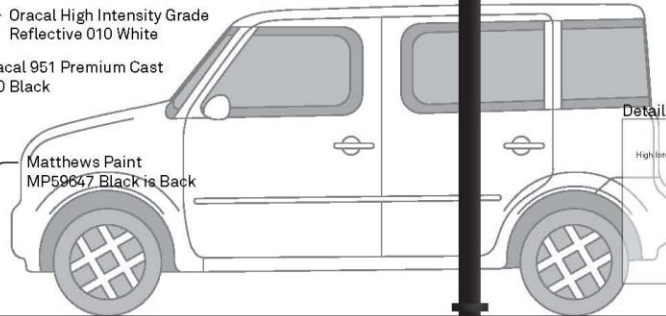
BRACKETS
Matthews Paint
MP59647 Black is Back



Oracal High Intensity Grade
Reflective 010 White

Oracal 951 Premium Cast
070 Black

Matthews Paint
MP59647 Black is Back



Detail Inset

Oracal 5800
High Intensity Grade Reflective
019 White

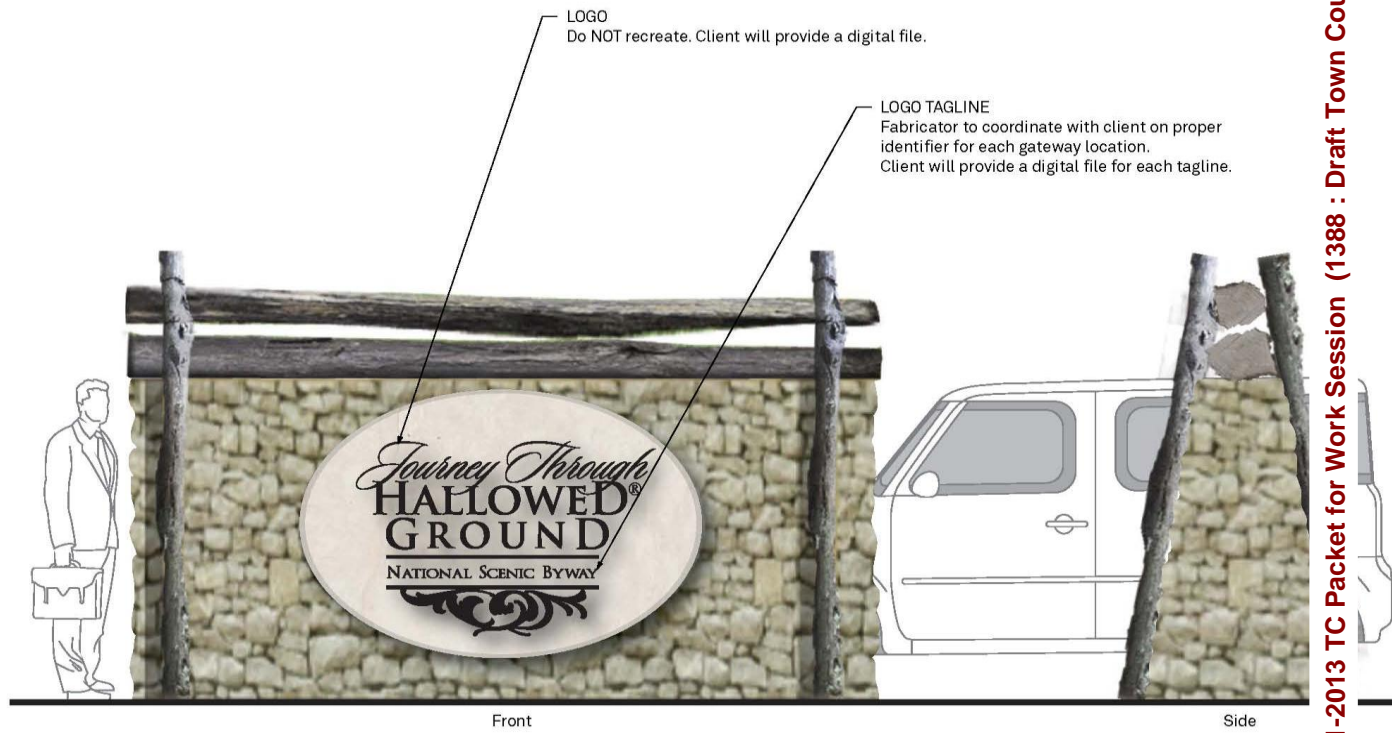
Oracal 8800
Translucent Over
019 Signal Yellow
Oracal 951
Premium Cast
070 Black

Front

Back

Gateway Signs:

Graphics



Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)



TO: Town of Haymarket Town Council
SUBJECT: Town Planner's Report - March 2013
DATE: 04/01/13

The Town Planner will update the Council during its session this evening.



TO: Town of Haymarket Town Council
SUBJECT: Police Report
DATE: 04/01/13

ATTACHMENTS:

- 04-2013 Police Report (PDF)

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)

Town Police Statistics for
December 2012, January & February 2013

Activity	December	January	February	Total
Mileage	5804	5282	5028	16114
Warning Tickets	47	112	128	287
Parking Tickets	59	2	15	76
Uniform Traffic Summons	60	131	138	329
Criminal Felony	23	1	8	32
Criminal Misdemeanor	6	3	12	21
Reports	24	10	29	63
Complaints	335	448	351	1134
Accidents	4	6	4	14
Hours Worked	978	1018	1136	3132

During the month of February 2013 the Haymarket Police Department Staff participated in the following:

February 5, 2013 Officer J. T. Davis attended the Tyler Elementary School Safety and Health Fair and spoke to the children and parents regarding safety issues. Officer Davis also gave out Child Identification Kits and demonstrated how to use them.

February 6, 2013 Deputy Chief Breeden met with representative of Longstreet Commons HOA to discuss issues with parking violations and other minor infractions such as expired tags and no town sticker.

February 12, 2013 all officers met with representative of Survival Armor to be fitted for new ballistic vests that are being gifted by the Police Association of Virginia.

Criminal Stats for February 2013
Haymarket Police Department

1. Suspicious Person = 8
2. Train Crash = 1 (Assisted County)
3. Probation Search Warrant = 1
4. Larceny = 2
5. Suspicious Vehicles = 2
6. Hit and Run = 1
7. Runaway = 1
8. Injured Animal = 1 (Deer)
9. DIP = 1
10. Missing Adult = 1
11. Pursuit = 1 (Felony elude)
12. Domestic = 1
13. Traffic Obstruction = 3
14. Vandalism - 4





TO: Town of Haymarket Town Council
SUBJECT: Treasurer's Report
DATE: 04/01/13

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)



TO: Town of Haymarket Town Council
 SUBJECT: Appropriations
 DATE: 04/01/13

It is requested that the Town Council appropriate the following amounts toward the FY 2013 Budget:

Events: \$1,875; Museum: \$1,715.71; Operating: \$77,820.80; Public Safety: \$24,448.50; Public Works: \$32,372.25; Staff Wages & Benefits: \$190,744.50; Town Owned Property: \$86,418.50

It has been requested from the Chief of Police and Councilman Aitken for the following amendments in the Public Safety Budget:

- From Operating Expenses - Insurance Liability to Public Safety - Insurance Vehicles the amount of \$2,143.75
- 2. From Public Safety - Uniform Maintenance to Public Safety - Uniforms/Accessories the amount of \$1,500.00
- 3. From Public Safety - Vehicle/Fuel to Public Safety - Vehicle/Maintenance the amount of \$5,000.00



TO: Town of Haymarket Town Council
 SUBJECT: Haymarket Baptist Church Rezoning - 14820 Washington Street
 DATE: 04/01/13

The Trustees of Haymarket Baptist Church have submitted a Zoning Map Amendment Application to rezone approximately 0.69 acres from the B-1 Zoning District to the R-1 Zoning District. The application is being co-processed with the Haymarket Baptist Church - Building Addition and Parking Expansion Final Site Plan. The Planning Commission and Town Council held a joint public hearing regarding the above rezoning application on March 4, 2013. No members of the public spoke regarding the application. At the conclusion of the hearing, the Planning Commission motioned to forward the application to its next scheduled meeting for review and recommendation. At its March 11 meeting, the Commission motioned to forward the application to the Town Council with a recommendation of approval based on the attached resolution.

Pursuant to Section 58-425, the Town Council has one year from the date the Amendment application was accepted by the Town Clerk to render a decision. The deadline for a decision by the Town Council is November 6, 2013. The Council may approve, deny, or further consider the application. Staff has recommended approval of the application.

BACKGROUND

Jessica Sacksteder, on behalf of the Trustees of Haymarket Baptist Church, has submitted an application to amend the Zoning Map associated with Chapter 58 of the Town's Codified Ordinance (Zoning Ordinance) in order to rezone 0.69 acres from the B-1 Zoning District to the R-1 Zoning District. The application is being co-processed with the Haymarket Baptist Church - Building Addition and Parking Expansion Final Site Plan. The church complex currently consists of three parcels, two of which are zoned R-1 and the third zoned B-1. Consolidation of the three parcels is proposed in conjunction with the approval of the final site plan. The resulting lot would be "split-zoned" and problematic to develop due to minimum buffer restrictions between R-1 and B-1 zoning districts (25 feet). The rezoning would unify the church complex under one zoning district designation and resolve the buffer requirement. A justification for the application is attached.

At its February 2013 meeting, the Town Council adopted a resolution of intent to amend the Town Zoning Map in consideration of the Church's request. Pursuant to Section 58-425 of the Zoning Ordinance, the Town Council forwarded the application to the Planning Commission for consideration. At its February 2013 meeting, the Planning Commission motioned to schedule a joint public hearing with the Town Council to solicit public comment on the above-mentioned rezoning application.

As noted in the Town Council resolution, the Planning Commission is to consider whether the amendments are in furtherance of the public necessity, convenience, general welfare, and good zoning practice; to consider whether these amendments are consistent with the Town's Comprehensive Plan; to consider the impact of these amendments on the services, character, and needs of the community; and to prepare draft amendments for consideration.

Section 58-429 further states the proposed amendments shall be considered with reasonable consideration of the following matters:

- (1) Existing use and character of the area;

- (2) Suitability of the property for various uses;
- (3) Trends of growth or change;
- (4) Current and future requirements of the town as to land for various purposes as determined by population and economic studies and other studies;
- (5) Transportation requirements of the community and the town's requirements for parks, playgrounds, recreation areas, other public services, or the conservation of natural resources and preservation of floodplains; and
- (6) Conservation of properties and their values and the encouragement of most appropriate use of land throughout the town.

The Ordinance also states that the above considerations shall include but are not limited to comprehensive plans or their parts, capital improvement programs, relation of development to roads and construction programs, and the proximity of the development to utilities and public facilities.

COMPREHENSIVE PLAN - TRANSITIONAL COMMERCIAL LAND USE

The subject property is designated by the Comprehensive Plan as Transitional Commercial. The Comprehensive Plan's guidance regarding the development of these planned areas is as follows (*excerpt from Chapter 3.4, Land Use Plan*):

“Continued scattered commercial development in the Town, with resultant problems such as parking, traffic congestion and noise, should be discouraged. To accommodate future commercial development the plan recommends that major commercial growth be limited to those areas designated as the Neighborhood/Town Center, Transitional Commercial and the Planned Interchange Park. These areas are located primarily along Washington Street which should be promoted as the Town’s “main street”. Consideration should be given to the addition of a restricted commercial district zone along Washington Street east of the Town Center to create a more cohesive mix of low intensity commercial uses either in existing historic structures or new structures consistent with styles that reflect a post-Civil War era.

Transitional Commercial - The Plan calls for low-intensity commercial uses to serve as a distinct transition between low and moderate density residential areas and high intensity commercial uses within the neighborhood/Town Center and Planned Interchange Park. Conversions of existing residential structures to commercial uses are encouraged and should continue the open, small town atmosphere and sense of place. New structures or additions to existing structures should be permitted under the guidance of the Architectural Review Board and should take into account the impact of parking, lighting, and screening requirements of commercial uses when adjacent to planned residential areas. A zoning ordinance amendment implementing this land use area is anticipated following the adoption of this plan.”

R-1 ZONING DISTRICT - PURPOSE AND INTENT

Section 58-51 of the Zoning Ordinance states the intent of the R-1 zoning district as follows:

“The residential district R-1 is composed of certain quiet, low-density areas plus certain open areas where similar residential development appears likely to occur. The regulations for this district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage a suitable environment for family life where there are children, and to prohibit all activities of a commercial nature. To these ends, development is limited basically to single-unit dwellings providing homes for the residents plus certain additional uses, such as schools, parks, churches and certain public facilities that serve the residents of the district.”

PLANNING COMMISSION REVIEW AND RECOMMENDATION

As noted above, the Planning Commission and Town Council held a joint public hearing regarding the rezoning application on March 4, 2013. No members of the public spoke regarding the application. At its March 11 meeting, the Planning Commission forwarded the application to the Town Council with a recommendation of approval having determined, among other findings, that the application is consistent with the Comprehensive Plan and will encourage the most appropriate land uses throughout the Town. The Commission's resolution of approval is attached.

STAFF REVIEW AND RECOMMENDATION

It is recommended that the Town Council consider the above-mentioned matters for consideration, applicable land use policy, and R-1 Zoning District intent. Staff has concluded that the application is consistent with the Town's land use policies.

DRAFT MOTION(S)

1. I move that the Town Council adopt Resolution #RES20130401-1 approving REZ#20121106, Application to Amend the Zoning Map - Trustees of Haymarket Baptist Church.

Or,

2. I move that the Town Council forward REZ#20121106 to a future meeting for further consideration.

Or,

3. I move an alternate motion.



TO: Town of Haymarket Town Council
 SUBJECT: Haymarket Baptist Church - Site Plan Waivers/Exceptions
 DATE: 04/01/13

The Trustees of Haymarket Baptist Church have submitted a final site plan to construct a sanctuary addition and parking lot improvements at 14820 Washington Street. The site plan is currently under review by the Planning Commission. A companion rezoning application was heard by the Town Council at its March 2013 meeting. The Commission has recommended approval of the rezoning. This public hearing is to consider alternate perimeter landscaping and a waiver of parking lot landscaping proposed as part of the final site plan (see attached narrative). The Commission is anticipated to make a recommendation regarding the final site plan at its April 2013 meeting. It is recommended that the Council consider the request and defer its decision until the Planning Commission has forwarded its recommendation.

BACKGROUND

The Town Council approved the corresponding preliminary site plan in 2008. As noted above, the final site plan proposes a sanctuary addition and paved parking for the church and pre-school. The Church and Town Staff continue to coordinate the timing of the proposed improvements with the ongoing streetscape improvements along Washington Street. The Church has proposed alternative vegetative screens and buffer yards as described in the attached narrative.

Pursuant to Sections 58-699(c) and 58-703(f) of the Town Code, the Town Council may consider waivers, reductions, modifications, or alternative Landscaping, Screening, Buffering, Open Space, and Streetscape requirements proposed in conjunction with a final site plan. Specific to the proposed final site plan, alternative buffer yards to the buffer yards required by Sections 58-701 and 58-702 and a waiver of perimeter parking lot landscaping required by Section 58-703 are proposed.

DRAFT MOTION(S)Planning Commission

1. I move that the Planning Commission forward the request for proposed final site plan improvements, buffer yards, and waiver of parking lot requirements at 14820 Washington Street, Haymarket Baptist Church, to a future meeting for further discussion.

Or,

2. I move an alternate motion

Town Council

1. I move that the Town Council forward the request for proposed final site plan improvements, buffer yards, and waiver of parking lot requirements at 14820 Washington Street, Haymarket Baptist Church, to a future meeting for further discussion.

Or,

2. I move an alternate motion

ATTACHMENTS:

- (2) Screen_Modification_Request 02-06-13 (PDF)



Ross, France & Ratliff, Ltd.

8802 SUDLEY ROAD • MANASSAS, VIRGINIA 20110-4731 • 703-361-4188 • FAX 703-361-6353

Thomas A. Dougher
President

Charles E. Ross
Joe H. France

R. Michael Massey II
Vice President, Secretary

Larry J. Ratliff
Vice President, Treasurer

February 6, 2013

Via Courier

R. Marchant Schneider
Town Planner
Town of Haymarket
P.O. Box 1230
Haymarket, VA 20168

Re: Haymarket Baptist Church
Alternative Screens and Modifications Request

Dear Marchant:

As a follow-up to our recent meeting and on behalf of Haymarket Baptist Church (the "Church"), attached please find an 11x17 copy of the Landscape Plan, dated May 15, 2007, last revised January 25, 2013, which is sheet 6 of 10 of the site plan.

Pursuant to Section 58-699(c) and Section 58-703(f) of the Town Code, and on behalf of the Church, we formally request approval of the alternative screen provided along the Church's western property line, and approval of a waiver of any perimeter parking lot landscaping requirement along a portion of the property's eastern property line. The specific requests are as follows:

1. Modification to Section 58-701 and -702, Buffer Yard. Zoning Ordinance § 58-702 requires a 25' opaque screen between B-1 and R-1 zoned properties. As depicted on the Landscape Plan, the Church is proposing a 6' tall wooden fence along the entirety of its western property line to satisfy the buffer yard requirement, which will provide a completely opaque screen in this location. Currently, there is a 6' tall fence along the boundary with GPIN 7397-09-0555, and a new 6' tall fence is proposed along the boundary with GPIN 7397-09-1178. The Church's request is justifiable because i) the use of the property is compatible with the B-1 zoning of the commercial properties, i.e. it is dissimilar from a traditional residential use, ii) there is insufficient room to provide a 25' buffer considering the location of the existing Church structure and the location of the proposed stormwater management facility and tot lot, and iii) additional buffer area is

being installed adjacent to the R-2 zoning district along the northern property boundary. The additional buffer is shown on attached sheet 6.

2. Modification to Section 58-703(b),(c) or (d), Perimeter Parking Lot Landscaping. It is questionable whether perimeter parking lot landscaping is even required for the Church's eastern property line, since there is not a public street adjacent to this property line (per § 58-703(c)), or another parking lot (per § 58-703(d)). Nonetheless, the Church requests a waiver of the perimeter parking lot landscaping requirement, to the extent one is determined to exist, so that no landscaping is required along that portion of the eastern property line where the Town's new storm drainage pipe will be located. There is insufficient room to accommodate both the storm drain pipe and perimeter landscaping. Additionally, the Church permits parking in its lot during Haymarket Day, and perimeter parking lot landscaping would frustrate passage to the Town's adjacent property. Please note that landscaping is provided along the eastern property line where it can be installed.

Please do not hesitate to let me know if you should have any questions or need additional information. I appreciate your assistance in this regard.

Very truly yours,



R. Michael Massey II, P.E., L.S.

Enclosure

cc: Mrs. Otelia Frazier, People of Hope Committee, Haymarket Baptist Church
Michael J. Coughlin, Esq.
Jessica Sacksteder



TO: Town of Haymarket Town Council
 SUBJECT: Zoning Text Amendment - Amend B1 Zoning
 DATE: 04/01/13

At its March 4, 2013 meeting, the Town Council motioned to schedule a public hearing regarding the above-mentioned application. The Planning Commission held its public hearing on January 14, 2013. Several members of the public spoke in opposition to the application noting, among other issues, traffic and overflow parking issues associated with such a use as well as perceived conflicts with the Town's goal to create a "walking town". At its February meeting, the Planning Commission motioned to recommend denial of the application having determined, among other findings, that the application is not consistent with the existing uses and character of the B-1 Zoning District, is not consistent with the Comprehensive Plan, would have a negative impact on the Town's transportation infrastructure, and would negatively impact the value of neighboring properties. The Commission alternatively proposed language to permit funeral home use with a special use permit in the B-2 zoning district subject to certain performance standards. The Commission concluded that as a permitted use with the B-2 zoning district, the use would be consistent with the Planned Interchange Park land use designation and would have supporting road infrastructure (see discussion below).

Pursuant to Section 58-425, the Town Council has one year from the date the Amendment application was accepted by the Town Clerk to render a decision. The deadline for a decision by the Town Council is November 3, 2013. The Council may approve, deny, or recommend alternative amendments subsequent to the public hearing.

It is recommended that the Town Council consider the below-mentioned matters for consideration, applicable land use policy, B-1 Zoning District intent, and the Planning Commission recommendation. It is also recommended that the Council evaluate the impact and compatibility of funeral home, mortuary use to those uses permitted within the B-1 zoning district and those land uses that about the B-1 zoning district (primarily residential). Staff has made additional recommendations below.

BACKGROUND

At its November 2012 meeting, the Town Council adopted a resolution of intent to amend Chapter 58 of the Town Code (Zoning) to consider a Zoning Text Amendment Application to permit "Mortuary, funeral home" use by-right within the B-1 zoning district as well as permit "Crematory" use by special use permit. Pursuant to Section 58-425 of the Zoning Ordinance, the Town Council forwarded the application to the Planning Commission for consideration.

The application was submitted by John Foote on behalf of Cifford Blasius and McGraw's Corner, LLC, in reference to establishing a mortuary, funeral home use at 14850 Washington Street; however, the amendment, which has been subsequently amended, would permit the proposed use by special use permit anywhere within the B-1 zoning district (i.e. not limited to the site). A narrative explaining the proposal is attached.

As noted in the Town Council resolution, the Planning Commission was to consider whether the amendments are in furtherance of the public necessity, convenience, general welfare, and good zoning practice; to consider whether these amendments are consistent with the Town's Comprehensive Plan; to

consider the impact of these amendments on the services, character, and needs of the community; and to prepare draft amendments for consideration.

Section 58-429 further states the proposed amendments shall be considered with reasonable consideration of the following matters.

- (1) Existing use and character of the area;
- (2) Suitability of the property for various uses;
- (3) Trends of growth or change;
- (4) Current and future requirements of the town as to land for various purposes as determined by population and economic studies and other studies;
- (5) Transportation requirements of the community and the town's requirements for parks, playgrounds, recreation areas, other public services, or the conservation of natural resources and preservation of floodplains; and
- (6) Conservation of properties and their values and the encouragement of most appropriate use of land throughout the town.

The Ordinance also states that the above considerations shall include but are not limited to comprehensive plans or their parts, capital improvement programs, relation of development to roads and construction programs, and the proximity of the development to utilities and public facilities.

[Excerpts from the Comprehensive Plan and Zoning Ordinance relevant to the land area in question are included below]

PLANNING COMMISSION REVIEW AND RECOMMENDATION

The Commission reviewed the above-mentioned application at its December 2012 and January and February 2013 meetings. The Commission commented on the appropriateness of the use within the Town and the B-1 zoning district, the Amendment's compliance with the planned land use policies of the Comprehensive Plan (Neighborhood / Town Center and Transitional Commercial), traffic and parking associated with such a use, and compatibility of a funeral home use with residential zoning districts adjacent to the B-1 Zoning District. The Applicant noted the limited availability of funeral homes in the area and stated the use was similar to an office use with minimal impact and occasional traffic due to funeral services. The Applicant states the subject site is anticipated to be able to provide sufficient parking for the use. Subsequent to the December Planning Commission meeting, the Applicant revised its application to remove "crematory" use and permit mortuary, funeral home as a special use in the B-1 Zoning District.

As noted above, several members of the public spoke in opposition to the Amendment noting, among other issues, additional traffic on Route 55 and overflow parking into adjacent neighborhoods as well as perceived conflicts with the Town's goal to create a "walking town". At the conclusion of their February meeting, the Planning Commission forwarded the Amendment to the Town Council with a recommendation of denial having determined the following:

1. The Amendment is not consistent with the existing uses and character of the B-1 Zoning District;
2. Properties in the B-1 Zoning District are not suitable for the uses contemplated in the Amendment;
3. The Amendment is not consistent with the Town's Comprehensive Plan;
4. The Amendment would have a negative impact on the Town's transportation infrastructure;

5. The Amendment would negatively impact the value of neighboring properties;
6. The Amendment would not encourage the most appropriate use of the land throughout the Town;
7. The Amendment does not further the public necessity, convenience and general welfare and does not constitute good zoning practice.

Alternate Amendment

During its discussion of the Applicant's proposed Amendment, the Commission recognized the demand for funeral home use in the west end of Prince William County and determined that such a use would be more appropriate within the B-2 zoning district given use's consistency with the corresponding planned land use designation (Planned Interchange Park) and due to the supporting road infrastructure in the area. Based on the Council's initiating Resolution, the Commission separately motioned to recommend that the Council alternatively add a definition for Funeral Home within the Zoning Ordinance and amend the Use Regulations for the B-2 Neighborhood Business Commercial District as follows:

Amend Sec. 58-1. - Definitions.

Funeral home means a facility used for the preparation of the deceased for burial and the display of the deceased and ceremonies connected therewith before burial, and may include storage of caskets, funeral urns, and other related funeral supplies and the storage of funeral vehicles, but does not include facilities for cremation.

Amend Sec. 58-11. - Minimum off-street parking.

(7) ~~For mortuaries and liquor stores, at least ten parking spaces.~~

Amend Sec. 58-218. - Special Uses.

The following uses shall be permitted in the B-2 district with a special use permit:

(11) Funeral home subject to the following conditions:

(a) Such use shall be located:

1. Within a parcel comprising at least two acres;
2. Within a freestanding building and be the sole principal use on the lot.
3. On a parcel of land fronting on, and with direct access to, an existing collector or arterial road with dedicated turn lane(s).

(b) Sufficient car stacking space shall be provided on the lot such that a collector or arterial road need not be used for the forming of funeral processions. The area of the lot used for the forming of funeral processions shall have direct, but limited, access to the collector or arterial road.

(c) Off street parking requirements: 1 space / 4 persons in permitted occupancy approved by the Fire Marshall plus 1 space / employee and 1 space / business vehicle and 2 loading spaces.

STAFF REVIEW AND RECOMMENDATION

It is recommended that the Town Council give consideration of the above-mentioned matters for

consideration, applicable land use policy, B-1 Zoning District intent, and the Planning Commission recommendation. It is also recommended that the Council evaluate the impact and compatibility of funeral home, mortuary use to those uses permitted within the B-1 zoning district and those land uses that about the B-1 zoning district (primarily residential). Lastly, should the Town Council consider the Amendment text as currently written, it is recommended that Section 58-11(7) (minimum off-street parking standards) be removed from the Zoning Ordinance. As currently written, Section 58-11(7) states “For mortuaries and liquor stores, at least 10 parking spaces” are required. The Ordinance otherwise requires commercial buildings to provide one parking space for each 200 square feet of business floor space in a building (Section 58-11(9)).

Regarding the Applicant’s revised application, permitting a “mortuary, funeral home” as a special use within the B-1 Zoning District would allow for the assessment and mitigation of possible impacts of such a use on a case by case, site specific basis (i.e. traffic impact, screening, lighting, etc.). However, as noted during the Planning Commission discussion, accommodation of an influx of attendees during funeral services could be problematic as no on-street parking is available on Washington Street. Specific to the subject site, the only opportunity for overflow public parking is on-street parking within Greenhill Crossing across Washington Street. Private parking is available at the adjacent animal hospital and Baptist Church, but use of these facilities is at the discretion of the landowner and only those spaces in excess of the Town’s parking requirements could be used.

DRAFT MOTION(S)

1. I move that the Town Council deny ZTA#20121221 based on the Planning Commission’s findings for denial.

OR

2.a. I move that the Town Council forward ZTA#20121221 to a future meeting for further discussion.

AND

2.b. I further move that the Town Council to instruct staff to draft an Ordinance adopting [the Applicant’s text amendment as proposed] / [the Planning Commission’s recommended text] / [alternative text as proposed by the Town Council].

OR

3. I move an alternate motion

COMPREHENSIVE PLAN

The B-1 zoning district encompasses a land area planned as two distinct land use patterns: Neighborhood/Town Center and Transitional Commercial. The Comprehensive Plan's guidance regarding the development of these planned areas is as follows (*excerpt from Chapter 3.4, Land Use Plan*):

“Continued scattered commercial development in the Town, with resultant problems such as parking, traffic congestion and noise, should be discouraged. To accommodate future commercial development the plan recommends that major commercial growth be limited to those areas designated as the Neighborhood/Town Center, Transitional Commercial and the Planned Interchange Park. These areas are located primarily along Washington Street which should be promoted as the Town’s “main street”. Consideration should be given to the addition of a restricted commercial district zone along Washington Street east of the Town Center to create a more cohesive mix of low intensity commercial uses either in existing historic structures or new structures consistent with styles that reflect a post-Civil War era.

Neighborhood/Town Center - Development of a center within the Town is proposed to provide a convenient focus for community activities and services such as neighborhood stores, offices and restaurants. A cluster of dwellings, stores, and local institutions has grown at the intersection of Washington Street and Jefferson Street as a result of convenient location, traffic flow, and nearby residential development.

Neighborhood/Town Center commercial areas with a visual connection of brick sidewalks and period street furniture.

Features of community development needed to strengthen Haymarket’s Town Center include:

- 1. Provisions for expansion of retail stores and offices serving Town residents in a manner consistent with an appropriate village character for the Center;*
- 2. Provision of additional off-street parking and loading facilities to serve commercial development, including a public parking lot to limit parking needs at individual sites;*
- 3. Preservation of architecturally significant structures including older residential and commercial structures as well as the Old Town Hall and Old Post office buildings;*
- 4. Beautification activities including additional landscaping, new street furniture (lights, benches, trashcans) and brick sidewalks;*
- 5. The elimination of distracting signs;*
- 6. Repair and improve maintenance of sidewalks serving the residents adjacent to the Town Center;*
- 7. The construction of new structures that are carefully integrate with older, existing buildings and do not overpower the existing Street-scape or pose a threat to the center’s character.*

Transitional Commercial - The Plan calls for low-intensity commercial uses to serve as a distinct transition between low and moderate density residential areas and high intensity commercial uses within the neighborhood/Town Center and Planned Interchange Park. Conversions of existing residential structures to commercial uses are encouraged and should continue the open, small town atmosphere and sense of place. New structures or additions to existing structures should be permitted under the guidance of the Architectural Review Board and should take into account the impact of parking, lighting, and screening requirements of commercial uses when adjacent to planned

residential areas. A zoning ordinance amendment implementing this land use area is anticipated following the adoption of this plan.”

B-1 ZONING DISTRICT - PURPOSE AND INTENT

Section 58-176 of the Zoning Ordinance states the intent of the B-1 zoning district as follows:

“The town center district B-1 provides primarily for retail shopping and personal services uses to be developed either as a unit or in individual parcels oriented to attracting pedestrian shoppers, tourism and local convenience. Recognizing the economic value of the existing historical area, it shall further be the intent of the district to encourage the retention and rehabilitation of structures and uses in the district that have historic and/or architectural significance. The range, size, hours of operation, lighting, signs and other developmental aspects of permitted uses may be limited in order to enhance the general character and historic nature of its compatibility with its residential surroundings.”

ATTACHMENTS:

- (2) 12-21-12 APP REVISED ZTA (PDF)
- (3) 11-02-12 Applicant ZTA Filing - funeral home without application (PDF)



**WALSH COLUCCI
LUBELEY EMRICH
& WALSH PC**

Jessica L. Sacksteder
Planner
(703) 680-4664 Ext. 5119
jsacksteder@pw.thelandlawyers.com

December 21, 2012

Via E-Mail and Mail

R. Marchant Schneider
Town Planner
Town of Haymarket
P.O. Box 1230
Haymarket, VA 20168

Re: Zoning Text Amendment - Funeral Home

Dear Marchant:

As a follow-up to the Planning Commission hearing and subsequent meetings, attached please find a revised blackline of the Zoning Ordinance to permit "mortuary, funeral home" with a special use permit in the B-1, Town Center, District. Please note that crematory has been removed.

Please do not hesitate to contact John Foote or me if you should have any questions or need additional information.

Very truly yours,

WALSH, COLUCCI, LUBELEY,
EMRICH & WALSH, P.C.

Jessica L. Sacksteder
Planner

Enclosure

cc: Clifford Blasius
John Foote, Esq.

PHONE 703 680 4664 ■ FAX 703 680 6067 ■ WWW.THELANDLAWYERS.COM
GLEN PARK I ■ 4310 PRINCE WILLIAM PARKWAY, SUITE 300 ■ WOODBRIDGE, VA 22192-5199

ARLINGTON OFFICE 703 528 4700 ■ LOUDOUN OFFICE 703 737 3633

PROPOSED ZONING TEXT AMENDMENT

Amend the Town's Zoning Ordinance to add certain definitions and to amend the Use Regulations for the B-1 Town Center District as follows:

Add the following definitions to be inserted into the Code in proper alphabetical location.

Funeral home means a facility used for the preparation of the deceased for burial and the display of the deceased and ceremonies connected therewith before burial or cremation where permitted by special use permit, and may include storage of caskets, funeral urns, and other related funeral supplies and the storage of funeral vehicles.

Mortuary shall mean a place for the storage of dead human bodies prior to their burial or where permitted by special use permit, cremation.

Amend Sec. 58-177. - Use regulations.

A building or land in the B-1 district shall be used exclusively for one or more of the following uses:

- (1) Apartments as ancillary uses on the second floor of structures designed for other commercial uses; not more than 40 percent of the gross floor area of any structure may be devoted to apartment use.
- (2) Banks, drive-in or otherwise, so long as driveway space shall be provided off the street for all vehicles waiting for drive-in service.
- (3) Bakeries occupying not more than 3,000 square feet of floor area, and provided all products produced on the premises shall be sold at retail on the premises.
- (4) Barbershops or beauty parlors.
- (5) Catering or delicatessen businesses.
- (6) Dry cleaning or pressing pickup stations or shops occupying not more than 3,000 square feet of floor area.
- (7) Florists' shops.
- (8) Nursery schools, child care centers, kindergartens.
- (9) Offices, general business or professional.
- (10) Pet shops or dog beauty parlors, provided that any workrooms, cages or pens are maintained within a completely enclosed, soundproof building.

- (11) Public uses, including post offices, utility company offices and libraries.
- (12) Private clubs, lodges or meeting halls, not to include those of an adult nature.
- (13) Restaurants, but not with drive-in or fast food restaurants.
- (14) Shoe repair shops occupying not more than 3,000 square feet of floor area.
- (15) Service stations (with major repairs under cover).
- (16) Shops for the sale, service or repair of home appliances, office machines, electrical, television and radio equipment occupying not more than 3,000 square feet of floor area.
- (17) Stores or shops for the conduct of retail business of new merchandise, including the sale of accessories, appliances, beverages, books, carpets, clothing, drugs, fabrics, food, furniture, garden supplies, groceries, hardware, hobby supplies, office supplies, paint, saddlery supplies, sporting goods, stationery, and similar stores, but not including adult bookstores or adult mini motion picture theaters; but no shop may occupy more than 3,000 square feet of floor area.
- (18) Studios for artists, photographers, teachers, sculptors or musicians.
- (19) Sale of antiques and collectibles.
- (20) Nonprofit, community service organizations.
- (21) Veterinary hospitals (small animal).
- (22) Farmer's Market

Amend Sec. 58-178. - Special uses.

The following uses shall be permitted in the B-1 district with a special use permit:

- (1) Estate/liquidation auction sale.
- (2) Outdoor craft and/or antique shows/sales.
- (3) Parades.
- (4) Carousels; games (as defined in section 14-9).
- (5) Secondhand retail sales.
- (6) Wire line telecommunications services not to exceed 5,000 square feet.

(7) Mobile office/classroom shall only be permitted with a special use license with the following restrictions:

- a. For use as a classroom for a period of one year and must reapply for a special use permit for each additional year thereafter;
- b. For use as an office for a period of six months and must reapply for an additional six months, with one year being the maximum for an office.

(8) Mortuary, funeral home.



WALSH COLUCCI
LUBELEY EMRICH
& WALSH PC

John H. Foote
(703) 680-4664 Ext. 5114
jfoote@pw.thelandlawyers.com
Fax: (703) 680-2161

November 2, 2012

Mr. Gene Swearingen, Town Manager,
Mr. Marchant Schneider, Town Planner
Town of Haymarket
P. O. Box 1230
Haymarket, Virginia 20168

Re: Application for Zoning Text Amendment

Dear Messrs. Swearingen and Schneider:

This firm represents Clifford Blasius and McGraw's Corner, LLC, in connection with their request that the Planning Commission and Council consider amendments to the Town's Zoning Ordinance that would permit construction of a funeral home in the Town's B-1 District. McGraw's Corner is soon to be under contract to acquire a property in that District. As you can see from the draft of that contract attached, purchase would be contingent upon approval of zoning text amendments to permit the desired use of the property.

Mr. Blasius has long and successful experience in this essential business. Most recently, he was the owner/manager of the Blasius-Baker Funeral Home in Old Town Manassas, adjacent to residential and commercial uses, where he operated for many years until he sold that company. He wishes to re-enter the business, and after much analysis has determined that the need for the services of a funeral home is greatest in the Gainesville/Haymarket area. There are, indeed, presently no such facilities in the area.

For purposes of comparison, most jurisdictions in which this firm works, including as examples Prince William, Stafford, and Fairfax Counties, the cities of Manassas and Fairfax, and the Towns of Occoquan, Herndon, and Front Royal permit funeral homes as a use by right in one or more of their commercial districts, in recognition they are business operations with minimal impact on a locality, and that are fundamentally identical to other business uses.¹ They present no adverse effects on surrounding businesses or residences, and increase the taxable value of the

¹ We note that most Virginia jurisdictions appear to use the term "funeral home," rather than "mortuary." The terms do not have a significant difference in meaning, and both are proposed in the text provided.

Mr. Gene Swearingen
Mr. Marchant Schneider
November 2, 2012
Page | 2

real property on which they are located. They are, in short, good neighbors providing a service that, unless the laws of nature have been repealed, all need in the fullness of time, and that are participating taxpayers and citizens.

The application submitted proposes the addition of the necessary definitions, and the inclusion of the appropriate uses, including the inclusion of a crematory as a special use, it should be understood that the applicant does not propose a crematory and has no present plans for such a facility. Because such services are today often associated with funeral homes, however, we suggest that the Town consider providing for them but only by special use permit.

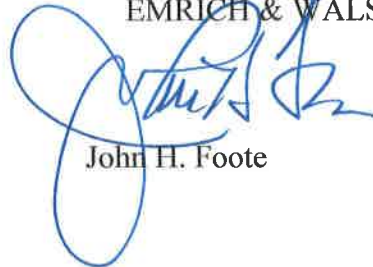
We also note that although the current Town Zoning Ordinance does not provide for funeral homes, mortuaries, or crematoria, there is, interestingly, a provision in § 58-11(7) of the Ordinance regulating minimum off-street parking for mortuaries, requiring at least ten parking spaces.

Because we have had long experience in the development of ordinance amendments, we are also attaching for the Council's convenience a proposed initiating resolution that comports with the requirements of Virginia law for the commencement of the zoning text amendment process.

We are pleased to submit this application on our clients' behalf, and pleased as well to discuss this with you, the Commission, and the Council. We appreciate the Town's cordial consideration of this proposal.

Very truly yours,

WALSH, COLUCCI, LUBELEY,
EMRICH & WALSH, P.C.



John H. Foote

JHF/jf

cc: Clifford Blasius



TO: Town of Haymarket Town Council
SUBJECT: Public Works Contract
DATE: 04/01/13



TO: Town of Haymarket Town Council
 SUBJECT: Historic District Overlay
 DATE: 04/01/13

At its February 2013 continuation meeting, the Town Council directed staff to schedule a joint public hearing with the Planning Commission to consider amendments to the Town's historic district boundaries. The district overlay boundaries currently encompass all lands within the Town's corporate limits. At its March 2013 meeting, the Planning Commission recommended an amended historic district overlay boundary and corresponding zoning text (see attached). Should the Town Council further consider the amendment, it is recommended that the Council adopt a resolution of intent to amend Zoning Ordinance pursuant to Section 58-425 and 15.2-2285 of the Code of Virginia. Staff will provide a brief presentation to Town Council regarding the proposed amendments.

BACKGROUND

The Old and Historic Haymarket District Overlay was created in the late 1990s. The Town's Zoning Ordinance and Comprehensive Plan speak to the Town's intent and goals with regard to preservation of the Town's areas and structures which are of historic, architectural, and cultural interest to the Town. Currently all property owners within the Town's corporate limits must file a Certificate of Appropriateness (COA) when improving the exterior of existing structures or constructing new structures. The Town Council previously considered amending the district overlay boundaries in July 2011. The Council voted down the proposal 4-3. In the fall of 2012, the Council's liaison on the Architectural Review Board (ARB) inquired as to the whether or not the Town should consider pursuing a Certified Local Government (CLG) status with the Virginia Department of Historic Resources. Designation as a CLG would give the Town access to, among other resources, state and federal resources, matching grants, technical assistance, and a network of other state CLGs. Participation in the CLG program is subject to several requirements, one of which is minimum qualifications for ARB members. During the Council and Planning Commission discussion of the CLG certification, the question again arose as to whether the existing boundaries of the district overlay should be amended.

PLANNING COMMISSION REVIEW AND RECOMMENDATION

During its discussion, the Commission noted several potential benefits to amending the historic district overlay boundaries:

1. A more defined and compact district overlay would aide in CLG certification.
2. A more defined and compact district overlay would be a "true" overlay district and would allow for greater flexibility in many areas of the Zoning Ordinance text (i.e. signage, allowable uses, etc.).
3. A more defined and compact district overlay would eliminate the COA requirement for residents and businesses outside of a more narrowly defined district overlay. In many instances, the same residents are already subject to architectural covenants through respective Homeowner's Associations (HOAs).
4. The reduction of the number of COA's would result in a cost savings to the Town (i.e. reduction of staff / ARB resources necessary to process applications).

5. The reduction in the size of the district overlay would limit the number of residents / businesses that otherwise have to incur the cost of a COA.

The revised district overlay boundaries recommended by the Planning Commission remove all residential developments subject to HOAs as well as residential structures along the east side of Madison Street. The revised boundaries also remove commercial and industrial properties on the west side of Town that do not include contributing historic resources listed in the Comprehensive Plan; however, the revised boundaries do continue to include the Town's eastern and southern entrance corridors. The Commission also recommended corresponding Zoning Ordinance text amendments.

The Planning Commission is concurrently considering an entrance corridor overlay which would take the place of the exiting district overlay boundary governing the commercial and industrial properties on the west side of town.

STAFF REVIEW AND RECOMMENDATION

Staff recommends that the Council consider amendments to the district overlay boundaries which better align with the intent of the Old and Historic Haymarket District Overlay; however, it is noted that § 15.2-2306 of State Code does permit "...parcels of land contiguous to arterial streets or highways found by the governing body to be significant routes of tourist access to the locality or to designated historic landmarks, buildings, structures, or districts therein, or in a contiguous locality..." to be included in a local historic district overlay. Due to the high visibility of the Town's western entrance corridor and its linkage to the Journey Through Hallowed Ground National Heritage Area, and due to the considerable investment made by property owners within the corridor, staff does recommend that the western entrance corridor continue to be included in the historic district overlay as permitted by the State Code.

Staff will make a brief presentation at the April 1 meeting providing some additional background regarding the historic district overlay, the various historic district designations, opportunities and weaknesses of the existing district overlay boundaries, historic district vs. entrance corridor overlays, and recommendations regarding next steps.

DRAFT MOTIONS

1. I move that the Town Council instruct staff to draft a Resolution of Intent to Amend Chapter 58, Article XIV, Old and Historic Haymarket District Overlay.

Or,

2. I move that the Town Council take no action regarding _____.

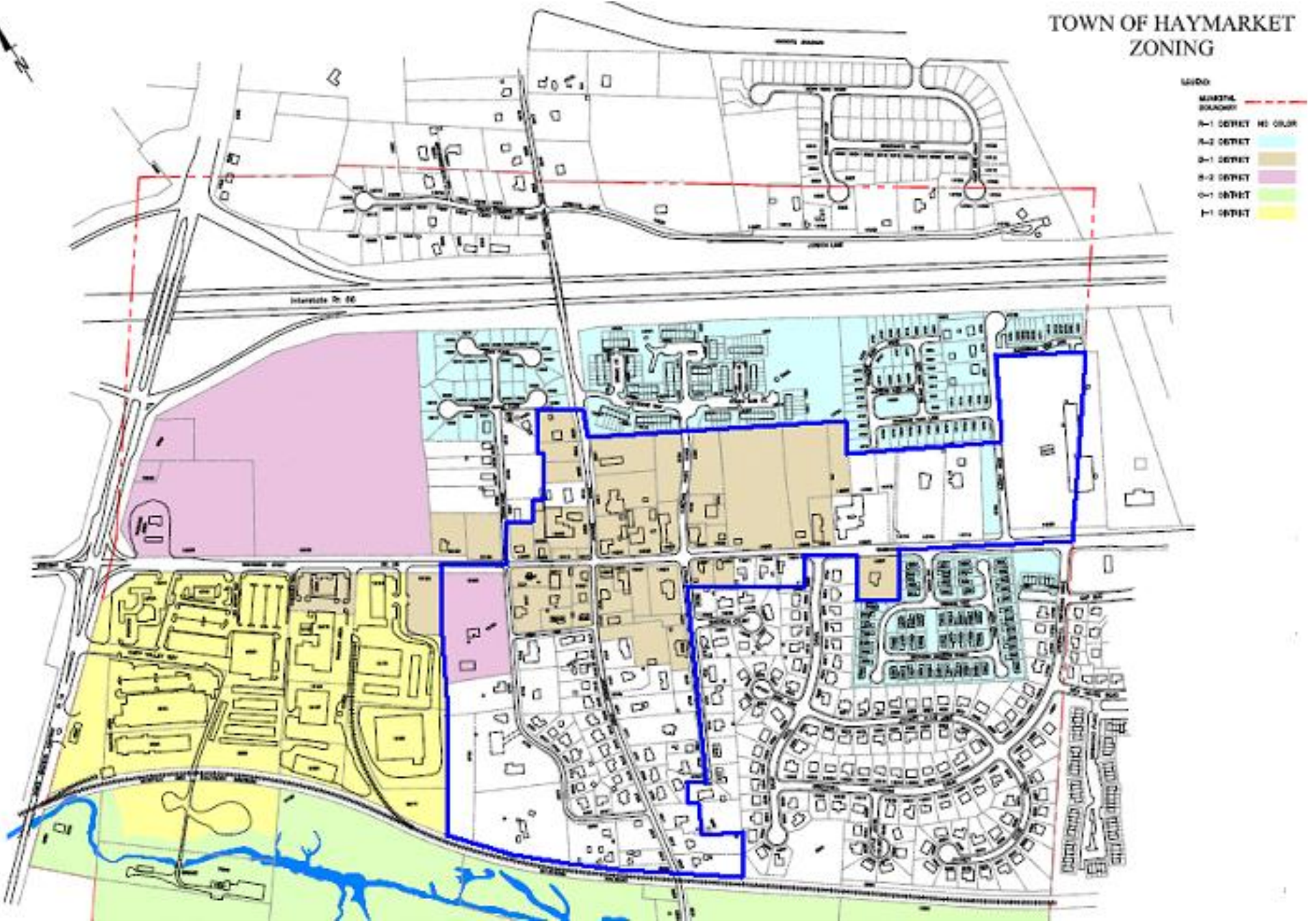
Or,

3. I move an alternate motion.

ATTACHMENTS:

- (2) 03-2013 PC RECOMMENDED Old and Historic Overlay (PDF)
- (3) 03-2013 PC TEXT AMENDMENTS OLD AND HISTORIC OVERLAY (PDF)

TOWN OF HAYMARKET ZONING



Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)

****Planning Commission Recommended Amended Boundaries of the Old and Historic Haymarket District Overlay – March 2013****

**Planning Commission Recommended Text Amendments RE: ARTICLE XIV. OLD AND HISTORIC
HAYMARKET DISTRICT OVERLAY – March 2013**

Sec. 58-553. Creation; boundaries.

In order to preserve the unique cultural heritage of the town, there is hereby established an historic overlay district to be known as the "Old and Historic Town of Haymarket", which shall ~~include all that area which lies within the corporate limits of the town.~~ the boundaries of which are designated on the attached map. The boundary of this district shall overlay the boundaries of districts as shown on the official zoning map. Development of property lying in this district shall comply with both the requirements of the underlying district and of the overlay district. Where the requirements are in conflict, the requirements of this district shall take precedence.

(a) The Historic District boundaries shall in general be drawn so as to include lands closely related to and bearing upon the character of the historic site or sites, thus providing an area needed to control potentially adverse influences. Said boundary shall include land on both sides of a street or streets where desirable to accomplish the preservation objective. The concept of the historic district shall include groupings of structures which have significance relative to their patterns of development and/or interrelationships among such structures, while some of the structures might not possess significant merit when considered alone.

(b) Historic District boundaries, regulations and amendments thereto may be initiated (i) by resolution of the Town Council, (ii) by motion of the Planning Commission, or (iii) by petition of the owner, contract purchaser with the owner's written consent, or the owner's agent therefore, of the property which is the subject of the proposed amendment, addressed to the governing body or the local planning commission. Any such resolution or motion by the Town Council or Planning Commission proposing the amendment shall state the public purposes therefore.



TO: Town of Haymarket Town Council
SUBJECT: Old Post Office Renovations - Award of Bid
DATE: 04/01/13

The Town issued an request for proposals for the completion of the renovation of the Old Post Office Building. After a mandatory pre-bid meeting on March 1, 2013 with the Town's structural engineer, David Hall, the Town received 4 bids on the project. Those bids are provided to you this evening for closed session discussions pursuant to 2.2-3711 A29. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body



TO: Town of Haymarket Town Council
SUBJECT: FY 2014 Draft Budget
DATE: 04/01/13

Attached please find the FY 2014 Draft Budget Attached.

ATTACHMENTS:

- Budget changes post 03-19-2013 Work Session (PDF)

**Town of Haymarket, Virginia
Fiscal Year 2014 Budget Work Sheet**

Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
REVENUE ACCOUNTS:											
100	31	00311	3110101	Revenue	Real Estate - Current	300,000.00				\$207,998.00	\$311,000.00
100	31	00311	3110102	Revenue	Real Estate - Delinquent						
100	31	00311	3110201	Revenue	Public Service Corp - Real Estate - Current	9,119.00				\$8,979.76	\$9,400.00
100	31	00311	3110202	Revenue	Public Service Corp - Real Estate - Delinquent						
100	31	00311	3110203	Revenue	Public Service Corp - Personal Prop - Current						
100	31	00311	3110204	Revenue	Public Service Corp - Personal Prop - Delinquent						
100	31	00311	3110301	Revenue	Personal Property - Current	24,615.00				\$1,772.57	\$25,000.00
100	31	00311	3110302	Revenue	Personal Property - Delinquent						
100	31	00311	3110401	Revenue	Machinery & Tools - Current						
100	31	00311	3110402	Revenue	Machinery & Tools - Delinquent						
100	31	00311	3110601	Revenue	Penalties - All Property Taxes	3,000.00				\$2,814.86	\$3,000.00
100	31	00311	3110602	Revenue	Interest - All Property Taxes	2,429.00					\$2,500.00
100	31	00312	3120101	Revenue	Local Sales and Use Tax	79,500.00				\$64,712.00	\$85,000.00
100	31	00312	3120201	Revenue	Consumer Utility Tax	213,454.00				\$63,903.00	\$100,000.00
100	31	00312	3120301	Revenue	Business License Tax	146,970.00				\$6,690.68	\$140,000.00
100	31	00312	3120501	Revenue	Motor Vehicle Licenses	525.00				\$1,470.00	\$750.00
100	31	00312	3120601	Revenue	Bank Stock Tax	17,652.00				\$0.00	\$18,000.00
100	31	00312	3120801	Revenue	Cigarette Tax	250,000.00				\$144,032.27	\$250,000.00
100	31	00312	3121101	Revenue	Meals Tax - Current	442,736.00				\$325,227.00	\$475,000.00
100	31	00312	3121102	Revenue	Meals Tax - Delinquent						
100	31	00312	3121601	Revenue	Communications Sales and Use Tax					\$87,389.00	\$120,000.00
100	31	00313	3130304	Revenue	Application Fees					\$9,475.00	
100	31	00313	3130308	Revenue	Inspection Fees	20,562.00				\$41,185.00	
100	31	00313	3130323	Revenue	Occupancy Permits					\$1,600.00	\$2,000.00
100	31	00313	3130399	Revenue	Other Planning and Permits	10,000.00				\$4,025.00	
100	31	00314	3140102	Revenue	Fines and Forfeitures	70,560.00				\$53,954.00	\$75,000.00
100	31	00315	3150101	Revenue	Interest on Bank Deposits					\$1,218.82	\$1,500.00
100	31	00315	3150201	Revenue	Rental Income - Town Hall Suite 110	265,000.00				\$29,838.00	\$46,615.00
100	31	00315	3150202	Revenue	Rental Income - Town Hall Suite 200					\$59,232.00	\$94,141.00
100	31	00315	3150203	Revenue	Rental Income - Town Hall Suite 204					\$11,329.00	\$27,720.00
100	31	00315	3150204	Revenue	Rental Income - 15020 Wash St (Old Post Office)					\$0.00	
100	31	00315	3150205	Revenue	Rental Income - 15026 Wash St					\$12,325.00	
100	31	00315	3150206	Revenue	Rental Income - Hulfish House					\$12,000.00	\$37,350.00
100	31	00315	3150207	Revenue	Rental Income - Town Hall					\$0.00	
100	31	00316	3160301	Revenue	Charges for Law Enforcement and Traffic Control	280.00				\$540.00	\$300.00
100	31	00316	3161201	Revenue	Charges for Other	1,456.00					

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)

Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
100	31	00316	3161503	Revenue	Proffers					\$200,112.00	
100	31	00318	3189903	Revenue	Gifts and Donations					\$1,250.00	
100	31	00318	3189905	Revenue	Sale of Salvage and Surplus Property						
100	31	00318	3189999	Revenue	Miscellaneous Revenue					\$200.00	
100	31	00319	3190299	Revenue	Recovered Costs - Events	10,500.00				\$5,710.00	\$10,500.00
100	32	00322	3220103	Revenue	Rolling Stock Tax	1,438.00				\$1,466.19	\$1,450.00
100	32	00322	3220109	Revenue	Personal Property Tax Reimbursement	18,627.00				\$18,626.97	\$18,627.00
100	32	00324	3240103	Revenue	Assistance to Localities Operating Police Departments (HB 599)	33,922.00				\$14,184.00	\$33,922.00
100	32	00324	3240104	Revenue	Disaster Recovery State Grant	33,600.00					
100	32	00324	3240201	Revenue	Fire Program Funds						\$8,000.00
100	32	00324	3240303	Revenue	DEQ State Grant					\$1,000.00	\$1,000.00
100	33	00333	3330101	Revenue	Ground Transportation Safety Grant (DMV)					\$5,450.00	\$7,500.00
100	33	00333	3330110	Revenue	Disaster Recovery Federal Grant						
100	34	00341	3410101	Revenue	Insurance Recovery					\$1,626.00	
100	34	00341	3410401	Revenue	Proceeds from Indebtedness - Bonds						
100	34	00341	3410405	Revenue	Proceeds from Indebtedness - Capital Leases						
100	34	00341	3410510	Revenue	Transfer from Fund 300						
100	34	00341	3410599	Revenue	Use of Prior Year Fund Balance	(58,569.00)					
300	31	00315	3150101	Revenue	Interest on Bank Deposits		1,000.00		1,000.00		
300	33	00333	3330203	Revenue	VDOT ISTE/SAFETYLU Grant		780,000.00			\$142,636.33	
300	34	00341	3410530	Revenue	Transfer from Fund 100		155,000.00				
						1,897,376.00	936,000.00				
					Total Revenue Accounts			0.00		\$1,543,972.45	\$1,905,275.00

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)

Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
EXPENDITURE ACCOUNTS:											
100	01	11100			Town Council						
			4001100	Expenditure	Salaries and Wages - Regular	25,000.00				\$13,525.00	\$23,400.00
			4002100	Expenditure	FICA/Medicare	1,913.00		0.00		\$1,088.00	\$1,755.00
			4005510	Expenditure	Mileage Allowance						\$1,500.00
			4005530	Expenditure	Meals and Lodging						\$2,000.00
			4005540	Expenditure	Convention and Education						\$3,000.00
			4005550	Expenditure	Town Elections	-				\$0.00	\$4,000.00
					Town Council Total						\$35,655.00
100	01	12110			Town Administration						
			4001100	Expenditure	Salaries and Wages - Regular (Clerks & TM)	213,455.00				\$110,247.00	169,740.80
			4001200	Expenditure	Salaries and Wages - Overtime					\$6,100.00	\$8,000.00
			4001300	Expenditure	Salaries and Wages - Part Time (Holly & Denise)					\$30,331.00	52,300.00
			4002100	Expenditure	FICA/Medicare	19,122.00				\$10,493.00	\$18,000.00
			4002210	Expenditure	VRS	15,378.00				\$8,407.00	8,487.04
			4002300	Expenditure	Health Insurance	40,786.00				\$15,510.00	34,231.68
			4002400	Expenditure	Group Insurance						\$910.00
			4002500	Expenditure	Disability Insurance						
			4002600	Expenditure	Unemployment Insurance					\$1,758.00	\$2,500.00
			4002700	Expenditure	Workers' Compensation Insurance	3,000.00				\$300.00	\$500.00
			4002800	Expenditure	Liability Insurance					\$10,632.00	\$12,000.00
			4003120	Expenditure	Accounting and Auditing Services	21,200.00				\$13,950.00	\$7,500.00
			4003130	Expenditure	Other Contractual Services (Holly, see Town Admin)	21,672.00					\$0.00
			4003131	Expenditure	Cigarette Tax Administration	7,500.00				\$3,737.00	\$7,500.00
			4003132	Expenditure	Commissioner Admin Fee	3,992.00					\$0.00
			4003200	Expenditure	Temporary Help Service Fees					\$815.04	\$0.00
			4003310	Expenditure	Repairs and Maintenance Services	1,823.00				\$1,493.00	
			4003320	Expenditure	Maintenance Service Contracts	2,600.00					\$1,500.00
			4003500	Expenditure	Printing and Binding	3,000.00				\$2,521.88	\$5,000.00
			4003600	Expenditure	Advertising	13,000.00				\$3,664.00	\$13,000.00
			4005210	Expenditure	Postage	3,000.00				\$85.59	\$2,000.00
			4005230	Expenditure	Telecommunications	2,614.00				\$1,475.92	\$2,600.00
			4005400	Expenditure	Equipment Rental	1,534.00				\$1,071.90	\$1,600.00
			4005510	Expenditure	Mileage Allowance						\$1,500.00
			4005530	Expenditure	Meals and Lodging						\$2,000.00
			4005540	Expenditure	Convention and Education						\$3,000.00
			4005800	Expenditure	Miscellaneous						\$1,000.00
			4005810	Expenditure	Dues and Memberships	3,530.00				\$3,144.83	\$3,500.00
			4006001	Expenditure	Office Supplies	4,320.00				\$3,030.52	\$3,500.00
			4006012	Expenditure	Books and Subscriptions	840.00					\$800.00

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)

Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014					
			4006013	Expenditure	Educational and Recreational											
			4006014	Expenditure	Other Operating Supplies											
			4008101	Expenditure	Capital Outlay - Machinery & Equipment	2,500.00										
			4008102	Expenditure	Capital Outlay - Furniture & Fixtures											
					Town Administration Total						\$362,669.52					
100	01	12210			Legal Services											
			4003150	Expenditure	Legal Services	80,000.00						\$40,000.00				
100	01	12240			Independent Auditor											
			4003120	Expenditure	Accounting and Auditing Services	18,150.00						\$18,000.00				
100	03	31100			Police Department											
			4001100	Expenditure	Salaries and Wages - Regular	354,606.00				\$227,454.00		\$338,312.00				
			4001200	Expenditure	Salaries and Wages - Overtime					\$7,314.00		\$15,000.00				
			4001300	Expenditure	Salaries and Wages - Part Time (Reserve)							\$500.00				
			4002100	Expenditure	FICA/Medicare	31,768.00				\$17,036.00		\$30,000.00				
			4002210	Expenditure	VRS	25,547.00				\$17,156.00		\$30,000.00				
			4002300	Expenditure	Health Insurance	67,756.00				\$44,895.00		85,000.00				
			4002400	Expenditure	Group Insurance							\$4,802.00				
			4002500	Expenditure	Disability Insurance							\$2,450.00				
			4002600	Expenditure	Unemployment Insurance					\$2,378.00		\$5,000.00				
			4002700	Expenditure	Workers' Compensation Insurance	8,300.00				\$7,000.00		\$10,000.00				
			4002800	Expenditure	Line of Duty Act Insurance (LODA)					\$2,000.00		\$2,500.00				
			4003150	Expenditure	Legal Services	12,000.00				\$7,837.00		\$14,500.00				
			4003310	Expenditure	Repairs and Maintenance Services	2,025.00						\$2,025.00				
			4003320	Expenditure	Maintenance Service Contracts	675.00				\$264.00		\$675.00				Steve will talk to Chief
			4003600	Expenditure	Advertising	1,823.00				\$0.00		\$500.00				Steve will talk to Chief
			4005110	Expenditure	Electrical Services	3,137.00				\$1,254.00		\$2,000.00				
			4005120	Expenditure	Heating Services	2,189.00				\$830.00		\$1,500.00				
			4005140	Expenditure	Internet Services (vehicles included)	1,601.00				\$1,925.00		\$3,180.00				
			4005210	Expenditure	Postage	608.00				\$167.00		\$500.00				
			4005230	Expenditure	Telecommunications	7,400.00				\$3,102.00		\$4,700.00				
			4005300	Expenditure	General Property Insurance (Vehicles & Bldg)	7,622.00				\$10,817.00		\$11,000.00				
			4005400	Expenditure	Equipment Rental	3,645.00				\$1,317.00		\$2,000.00				Steve will talk to Chief
			4005510	Expenditure	Mileage Allowance	250.00						\$250.00				
			4005530	Expenditure	Meals and Lodging	250.00				\$190.00		\$250.00				
			4005800	Expenditure	Miscellaneous (discretionary)					\$541.00		\$1,500.00				
			4005810	Expenditure	Dues and Memberships	5,400.00				\$3,999.00		\$5,400.00				
			4006001	Expenditure	Office Supplies	3,375.00				\$2,535.00		\$3,375.00				
			4006007	Expenditure	Repair and Maintenance Supplies											
			4006008	Expenditure	Vehicle and Powered Equipment Fuels	30,000.00				\$13,849.00		\$30,000.00				
			4006009	Expenditure	Vehicle and Powered Equipment Supplies	15,000.00				\$13,955.00		\$22,000.00				

Attachment: 04-01-2013 TC Packet for Work Session (1388 : Draft Town Council Agenda)

Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
			4006010	Expenditure	Police Supplies						\$2,700.00
			4006011	Expenditure	Uniforms	8,850.00				\$5,540.00	\$13,850.00
			4006012	Expenditure	Books and Subscriptions						
			4006013	Expenditure	Educational and Recreational						
			4006014	Expenditure	Other Operating Supplies	1,013.00					
			4006099	Expenditure	Grant Expenditures	11,475.00					\$7,500.00
			4008101	Expenditure	Capital Outlay - Machinery & Equipment	10,905.00				\$5,837.00	\$10,000.00
			4008102	Expenditure	Capital Outlay - Furniture & Fixtures						
			4008105	Expenditure	Capital Outlay - Motor Vehicles	13,001.00				\$35,890.00	\$0.00
					Police Department Total						\$662,969.00
100	03	32100			Fire/Rescue						
			4005600	Expenditure	Contributions to Other Governmental Entities	10,577.00					\$8,000.00
100	03	34100			Building Official						
			4003130	Expenditure	Other Contractual Services	18,000.00					\$30,000.00
100	04	42300			Refuse Collection						
			4003320	Expenditure	Maintenance Service Contracts	88,000.00				\$45,355.00	\$67,000.00
100	04	43100			Maintenance of General Buildings and Grounds						
			4003310	Expenditure	Repairs and Maintenance Services (inc police & food pantry)	14,035.00					\$5,000.00
			4003320	Expenditure	Maintenance Service Contracts (inc police & govt cleaning & pest control)	13,495.00					\$15,000.00
			4003321	Expenditure	Maintenance Service Contracts - Landscaping	15,000.00				\$10,238.50	\$15,000.00
			4003322	Expenditure	Maintenance Service Contracts - Snow Removal	4,000.00					\$4,000.00
			4003323	Expenditure	Maintenance Service Contracts - Street Cleaning	11,000.00				\$3,500.00	\$11,000.00
			4005110	Expenditure	Electrical Services	12,417.00				\$2,210.00	\$3,500.00
			4005111	Expenditure	Electrical Services - Streetlights	4,244.00				\$1,682.00	\$2,600.00
			4005130	Expenditure	Water and Sewer Services	4,000.00				\$160.00	\$350.00
			4005140	Expenditure	Web Site & Internet Services	16,000.00					\$16,000.00
			4005300	Expenditure	General Property Insurance	29,710.00				\$810.00	\$1,701.00
			4005410	Expenditure	Rental of Equipment						
			4005420	Expenditure	Rental of Buildings						
			4005800	Expenditure	Miscellaneous						
			4006005	Expenditure	Janitorial Supplies						\$1,000.00
			4006007	Expenditure	Repair and Maintenance Supplies						
			4006008	Expenditure	Vehicle and Powered Equipment Fuels						

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Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
			4006009	Expenditure	Vehicle and Powered Equipment Supplies						
			4008101	Expenditure	Capital Outlay - Machinery & Equipment						
			4008102	Expenditure	Capital Outlay - Furniture & Fixtures						
			4008109	Expenditure	Capital Outlay - Major Building Repairs	5,000.00				\$4,185.00	\$5,000.00
					Maintenance of General Buildings and Grounds Total						\$75,151.00
100	04	43201			Rental Property - Town Hall Suite 110						
			4003310	Expenditure	Repairs and Maintenance Services	1,543.00					\$1,000.00
			4005110	Expenditure	Electrical Services	1,067.00				\$2,210.00	\$3,500.00
			4005120	Expenditure	Heating Services	87.00					\$0.00
			4005130	Expenditure	Water and Sewer Services					\$160.00	\$350.00
			4005300	Expenditure	General Property Insurance					\$810.00	\$810.00
			4005599	Expenditure	Real Property Taxes	300.00				\$462.92	\$463.00
			4006007	Expenditure	Repair and Maintenance Supplies						\$500.00
					Town Hall Suite 110 Total						\$6,623.00
100	04	43202			Rental Property - Town Hall Suite 200						
			4003310	Expenditure	Repairs and Maintenance Services	1,543.00					\$1,000.00
			4005110	Expenditure	Electrical Services	1,154.00				\$2,210.00	\$3,500.00
			4005130	Expenditure	Water and Sewer Services					\$160.00	\$350.00
			4005300	Expenditure	General Property Insurance					\$810.00	\$810.00
			4005599	Expenditure	Real Property Taxes	300.00				\$1,060.00	\$1,060.00
			4006007	Expenditure	Repair and Maintenance Supplies						\$500.00
					Town Hall Suite 200 Total						\$7,220.00
100	04	43203			Rental Property - Town Hall Suite 204						
			4003310	Expenditure	Repairs and Maintenance Services	1,544.00					\$1,000.00
			4005110	Expenditure	Electrical Services	1,154.00				\$2,210.00	\$3,500.00
			4005130	Expenditure	Water and Sewer Services					\$160.00	\$350.00
			4005300	Expenditure	General Property Insurance					\$810.00	\$810.00
			4005599	Expenditure	Real Property Taxes	300.00				\$157.00	\$305.00
			4006007	Expenditure	Repair and Maintenance Supplies						\$500.00
					Town Hall Suite 204 Total						\$6,465.00
100	04	43204			Rental Property - 15020 Wash St (Old Post Office)						
			4003310	Expenditure	Repairs and Maintenance Services	2,500.00					
			4005110	Expenditure	Electrical Services						
			4005130	Expenditure	Water and Sewer Services						
			4005300	Expenditure	General Property Insurance						\$486.00
			4005599	Expenditure	Real Property Taxes						
			4006007	Expenditure	Repair and Maintenance Supplies						
					Old Post Office Total						\$486.00

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Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
100	04	43205			Rental Property - 15026 Wash St						
			4003310	Expenditure	Repairs and Maintenance Services						\$1,000.00
			4005110	Expenditure	Electrical Services						\$2,000.00
			4005130	Expenditure	Water and Sewer Services						\$350.00
			4005300	Expenditure	General Property Insurance						\$810.00
			4005599	Expenditure	Real Property Taxes						\$685.00
			4006007	Expenditure	Repair and Maintenance Supplies						
					15026 Washington St. Total						\$4,845.00
100	04	43206			Rental Property - Hulfish House						
			4003310	Expenditure	Repairs and Maintenance Services	2,500.00					\$1,000.00
			4005110	Expenditure	Electrical Services			0.00		\$113.45	
			4005130	Expenditure	Water and Sewer Services			0.00			\$350.00
			4005300	Expenditure	General Property Insurance						\$570.00
			4005599	Expenditure	Real Property Taxes					\$115.73	\$232.00
			4006007	Expenditure	Repair and Maintenance Supplies						
					Hulfish House Total						\$2,152.00
100	07	71110			Special Events						
			4003130	Expenditure	Other Contractual Services	7,500.00					\$7,500.00
			4006014	Expenditure	Other Operating Supplies						
					Special Events Total						\$7,500.00
100	07	72200			Museum						
			4001300	Expenditure	Salaries and Wages - Part Time	4,000.00					\$12,000.00
			4002100	Expenditure	FICA/Medicare	358.00					\$1,074.00
			4003130	Expenditure	Other Contractual Services	3,000.00					\$3,000.00
			4003310	Expenditure	Repairs and Maintenance Services	44,675.00					\$4,000.00
			4003320	Expenditure	Maintenance Service Contracts (includes security)	720.00				\$577.50	\$720.00
			4003600	Expenditure	Advertising	2,000.00					\$5,000.00
			4005110	Expenditure	Electrical Services	359.00					\$1,200.00
			4005120	Expenditure	Heating Services	1,004.00					\$2,500.00
			4005130	Expenditure	Water and Sewer Services	227.00					\$500.00
			4005210	Expenditure	Postage						\$100.00
			4005230	Expenditure	Telecommunications	1,500.00					\$1,500.00
			4005300	Expenditure	General Property Insurance						\$1,135.00
			4005800	Expenditure	Miscellaneous						\$1,500.00
			4005810	Expenditure	Dues and Memberships	45.00					\$500.00
			4006001	Expenditure	Office Supplies	500.00					\$500.00
			4006005	Expenditure	Janitorial Supplies						\$250.00
			4006007	Expenditure	Repair and Maintenance Supplies						\$1,000.00
			4006012	Expenditure	Books and Subscriptions						\$500.00

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Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
			4006014	Expenditure	Other Operating Supplies						
			4008101	Expenditure	Capital Outlay - Machinery & Equipment	500.00					
			4008102	Expenditure	Capital Outlay - Furniture & Fixtures						
					Museum Total						\$36,979.00
100	08	81100			Planning Commission						
			4001100	Expenditure	Salaries and Wages - Regular	5,000.00		5,400.00		\$2,310.00	\$5,000.00
			4002100	Expenditure	FICA/Medicare	383.00		405.00		\$184.00	\$300.00
			4003130	Expenditure	Other Contractual Services (Marchant)	13,825.00					\$15,000.00
			4005510	Expenditure	Mileage Allowance	1,500.00					\$1,500.00
			4005530	Expenditure	Meals and Lodging	2,000.00					\$2,000.00
			4005540	Expenditure	Convention and Education	6,375.00					\$3,000.00
					Planning Commission Total						\$26,800.00
100	08	81110			Architectural Review Board						
			4001100	Expenditure	Salaries and Wages - Regular	4,000.00				\$1,065.00	3,780.00
			4002100	Expenditure	FICA/Medicare	306.00					283.50
			4005510	Expenditure	Mileage Allowance						\$1,500.00
			4005530	Expenditure	Meals and Lodging						\$2,000.00
			4005540	Expenditure	Convention and Education						\$3,000.00
					ARB Total						\$10,563.50
		91000			Nondepartmental						
			4009530	Expenditure	Transfer to Fund 300	155,000.00					
100	09				Debt Service						
		95100									
			4009110	Expenditure	2004A Bond Principal	75,000.00					\$12,700.00
100	09		4009111	Expenditure	2004A Bond Interest	38,458.00					\$6,065.00
			4009112	Expenditure	2004B Bond Principal	57,805.00					\$17,260.00
			4009113	Expenditure	2004B Bond Interest	39,547.00					\$30,781.00
			4009114	Expenditure	2004C Bond Principal						\$30,551.00
			4009115	Expenditure	2004C Bond Interest						\$15,763.00
			4009116	Expenditure	2005 Bond Principal					\$75,000.00	\$75,000.00
			4009117	Expenditure	2005 Bond Interest					\$25,864.00	\$37,733.00
			4009199	Expenditure	Bond Administration Fees	6,001.00					
			4009210	Expenditure	Capital Lease Payments	21,794.00					\$21,794.00
					Debt Service Total						\$247,647.00
		94100			Washington Street Enhancement						
			4008201	Expenditure	Architectural and Engineering Fees						
300	08		4008202	Expenditure	Permits and Fees						
			4008203	Expenditure	VDOT Administration Fees						
			4008204	Expenditure	Construction		936,000.00			\$31,953.60	
					Washington Street Enhancement Total						\$0.00

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Fund	Function	Department	Object	Obj Type	Description	General FY13	Capital Projects FY 13	General FY14	Capital Projects FY14	Actuals Thru 02/28/2013	Initial Staff Budget FY 2014
		94101			Caboose Enhancement Project						
			4008201	Expenditure	Architectural and Engineering Fees					\$0.00	
300	08		4008202	Expenditure	Permits and Fees					\$0.00	
			4008203	Expenditure	VDOT Administration Fees					\$0.00	
			4008204	Expenditure	Construction					\$0.00	\$42,000.00
					Caboose Enhancement Total						\$42,000.00
		94102			Pedestrian Improvement Grant						
			4008201	Expenditure	Architectural and Engineering Fees						
300	08		4008202	Expenditure	Permits and Fees						
			4008203	Expenditure	VDOT Administration Fees						
			4008204	Expenditure	Construction					\$0.00	
					Pedestrian Improvement Grant Total						\$0.00
		91000			Nondepartmental						
			4009510	Expenditure	Transfer to Fund 100						
300	09										
					Total Expenditure Budget	3,428,727.02	936,000.00	5,805.00		\$968,021.38	\$1,698,725.02
					Net budgeted surplus/deficit	(1,531,351.02)	-				\$206,549.98

REPORT OF THE BUDGET

state Tax Rate
 e Personal Property Tax
 arette Tax
 Beverage Tax (Meals Tax)
 ption of Natural Gas (Residential)
 ion of Natural Gas (Non-Residential)
 ations & for the Usage of Electricity (Residential)
 ions & for the Usage of Electricity (Non-Residential)

\$.164/\$100 Valued Assessment
 \$.60/\$100 Valued Assessment
 \$.50/Pack
 4%
 \$1.50 minimum charge + \$.75/CCF not to exceed \$3.00/month
 \$3.00 minimum charge + \$.675/CCF not to exceed \$100/month
 20% of the monthly charge with a \$3.00 maximum charge
 20% of the monthly charge with a \$100.00 maximum charge
 Contractors: \$.15/\$100 GR; Wholesale: \$.05/purchases; Retail Merchant,

pational License Tax (Gross Receipts)



TO: Town of Haymarket Town Council
 SUBJECT: Closed Session
 DATE: 04/01/13

The Virginia State Code allows for government entities to enter into closed session discussions for specific purposes outlined in VA §2.2-3711. The Haymarket Town Council will enter into closed session discussions this evening for the following purpose:

A1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals. Any teacher shall be permitted to be present during a closed meeting in which there is a discussion or consideration of a disciplinary matter that involves the teacher and some student and the student involved in the matter is present, provided the teacher makes a written request to be present to the presiding officer of the appropriate board. **Town Manager Position**

A3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. **Lease with Daytime Playtime**

A7. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. For the purposes of this subdivision, "probable litigation" means litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

A29. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. **Public Works Contract, Old Post Office Renovation Contract**



TO: Town of Haymarket Town Council
SUBJECT: Certification of the Closed Session
DATE: 04/01/13

§ 2.2-3712. Closed meetings procedures; certification of proceedings.

Certification: To the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.