

**TOWN OF HAYMARKET, VIRGINIA**  
Chartered 1799  
County of Prince William

**PUBLIC HEARING**  
Sign Ordinance amendment Sec. 12  
Utility Service Tax amendment

**MAYOR**  
John R. Kapp

**ATTORNEY**  
John Arledge

**COUNCIL**  
James Shepard, Vice Mayor  
Mary Lou Scarbrough, ARB Liaison  
Douglas Mohr  
Tom Utz, Police Liaison  
Nancy Bailey, PC Liaison  
Pamela Stutz, Historical Commission Liaison

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Mayor Kapp opened the public hearing at 7:05 p.m.

**Utility Service Tax amendment - possible increased local tax levy**

Mayor Kapp asked all those **in favor** of adopting this ordinance amendment to speak.

- First Call - no one spoke.
- Second Call - no one spoke.
- Third Call - no one spoke.

Mayor Kapp asked all those **against** adoption of this ordinance amendment to speak.

- First Call - no one spoke.
- Second Call - no one spoke.
- Third Call - no one spoke.

Closed 7:07 p.m.

**Sign Ordinance Section 12**

Mayor Kapp asked all those **in favor** of adopting this ordinance amendment to speak.

- First Call - no one spoke.
- Second Call - no one spoke.
- Third Call - no one spoke.

Mayor Kapp asked all those **against** adoption of this ordinance amendment to speak.

- First Call - no one spoke.
- Second Call - no one spoke.
- Third Call - no one spoke.

Closed at 7:10 p.m.

**TOWN OF HAYMARKET, VIRGINIA**  
**Chartered 1799**  
**County of Prince William**

**Regular Session**

**MAYOR**  
**John R. Kapp**

**ATTORNEY**  
**John Arledge**

**COUNCIL**  
**James Shepard, Vice Mayor**  
**Mary Lou Scarbrough, ARB Liaison**  
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**Pamela Stutz, Historical Commission Liaison**

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Mayor Kapp opened the regular session at 7:30 p.m. Mayor Kapp led the Council in the Pledge of Allegiance. Rev. Art Cubban, Shepherd of the Hills Lutheran Church led the Council in prayer.

**Minutes of September 11 meeting**

Vice Mayor Shepard moved to dispense with the reading and approve with corrections noted, second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

**Police Report**

Chief Roop reported (see attached)

Councilman Mohr asked about the grand larceny on Internet. Roop states someone in Texas wanted to purchase two liquid TV's. Someone in Haymarket sold them. This was sent to the State Police.

**Treasurers Report**

First Virginia Bank general fund checking account beginning balance \$91,377.12, expenses \$108,503.99, deposits \$30,237.94, ending balance \$13,111.07.

**Unpaid Bills**

Greenhill Crossing E&S Inspection bills. Atty Arledge states portion was inspection for E&S. We agreed to pay Burgess & Niple a certain amount but didn't get in writing how developer would reimburse to use. Burgess & Niple billed by the hour after the contract expired. The original contract (for sections 1, 4, 2) was \$501 per lot. Atty Arledge states the reason we can't collect is because it is not a part of the permit. Atty Arledge states one phase was accepted at \$501 by Burgess & Niple and they gave an estimate for amount per lot. VDOT road compaction inspections were agreed to over and above the E&S inspections (\$150 per lot.)

Councilman Mohr feels we should fire them. Mayor Kapp says we have, Mr. Lowery is now doing the E&S inspections.

The Town Clerk asked if all inspection have been done for Peterson to be released form the bonds. No.

Mr. Lowery was under the understanding Burgess & Niple would continue E&S inspections for Bolt, 18th Cent storm water management and Haymarket Self Storage. Mr. Lowery states when Mark Branca was on council there were a lot of drainage problems. Mr. Cropp (B&N), Mark Branca and Mr. Lowery would come on site to meet regarding these difficulties.

Councilwoman Bailey moved to agree to pay Burgess & Niple \$241.70 taking the \$6000 from Peterson Companies and the \$990 off for July 16 meeting and mark "paid in full," second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey. Nays: None. Abstain: Stutz. Motion carried by 5/0/1 vote.

**Business License**

Haymarket Baptist Preschool - not approved, waiting for input from Mr. Lowery (Health Dept. Requirement to hook up to public water)

RGR, LLC - not approved, waiting for input from Mr. Lowery.

**Sign Permit**

Food Lion, 15201 Washington Street, temporary construction sign - PC & ARB approved. Councilwoman Scarbrough moved to approve, second by Vice Mayor Shepard. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

**Construction Permit**

Verna, Bull Run Veterinary Hospital, 14830 Washington Street - PC & ARB approved. Councilwoman Bailey moved to approve, second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

Ryan, 18<sup>th</sup> Century Haymarket, Lot 5, 6777 Fayette Street, Oberlin A - Brick only & dormer. PC & ARB approved. Councilman Mohr moved to approve, second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

**Annexation request**

St. Gabriel's Laboratories, 14540 John Marshall Highway - Councilman Mohr moves to review and have attorney check if we can add things (requirements) on, second by Councilman Utz. Councilman Mohr amends to include a public hearing, second of amendment by Councilman Utz. Councilwoman Scarbrough moved to approve, second by Vice Mayor Shepard. Yeas: Scarbrough, Mohr, Bailey. Nays: Shepard, Utz, Stutz. Mayor Kapp broke the tie with a yea vote. Motion carried by 4/3 vote.

**Citizen's Time**

Mrs. Crafton-Masterson - PW/I-66 newsletter Business Facts 2000 - Western Prince William has become the epicenter of the golf pros. We are becoming the epicenter of business growth. She hopes all effort will be given to keep the quaintness and not get off track.

Regarding annexation of St. Gabriel's Lab. She thinks this is a great opportunity.

Christine Barringer (Country Accents) agrees St. Gabriel's Lab may be good for the town.

**Planning Commission**

Councilwoman Bailey reports PC is having a work session October 10 at 7:00 p.m. for review of sign ordinance and coming up with a new ordinance that will address our shopping center.

She reports the building height maximum 45 feet does not say total or if it is limited to one story, two story or three stories. Mr. Lowery states 45 feet would accommodate four stores, 45' includes the peak of roof. Councilwoman Bailey asks if we want something like that. Mayor Kapp says he does not see a problem.

Mr. Lowery states the representative from the Post Office property wants to build a four story building, first floor

Post office and three apartment floors and tear down current Post Office building and add another building.

Councilwoman Stutz states we should go back to the minutes to see what the intent of the ordinance amendment was to begin with. Councilwoman Bailey states the ordinance amendment says 45' from grade - is that ground level? PC to look at October 10 for declaring how many stories. PC to schedule a public hearing October 31 for definition of grade. Town Council will hold public hearing November 6.

Councilwoman Bailey asks if Council wants PC to look at square footage for structures, i.e., 3,000 square feet. Yes, also 9,000 square feet for a CVS store (in Shoppes at Haymarket).

Councilwoman Bailey reports no one in the PC has the same code book, they are all different.

Code amendments - need dog ordinance. Need to resolve outstanding code amendments on November 6. Mr. Lowery will bring PC language for archaeological survey. Councilwoman Stutz states if we do not have an ordinance (that requires a study) we can not enforce. Councilwoman Bailey says we need verbiage for site plan process on per lot or development for new construction. Atty Arledge will provide.

Town Clerk asked Atty Arledge if he wants to review our construction permit and fee schedule to revise for requirements for E&S escrow also.

#### **Architectural Review Board**

Councilwoman Scarbrough reports the ARB approved the brick for Shoppes at Haymarket. They looked at McDonald's, they will come back. The ARB will have someone clean a spot of each of the brick colors (on the town center buildings) to see the true color before moving forward. Councilman Utz says in regard to sand blasting the building the mortar comes out. Mrs. Turner suggests the town consider the Alvey Store stucco would be more desirable. Mr. Lowery says the restrictions on stucco has become so strict it is not cost effective.

Town Center - Ms. Barringer states she can't believe the town is considering siding the brick with the restrictions the town puts on other people for colonial requirements.

#### **Historical Commission**

Swing Dance - Mrs. Crafton-Masterson reports the Swing Dance project has been completed. We did well. Fourth week was the highest attendance at 41. Final dance is October 13 with Easy Smith, refreshments at \$15 per person.

State Fair - Three members attended the State Fair with booth for Haymarket in regard to Keep Virginia Beautiful.

Museum Auction items - Three members packed up smaller items left from the auction for a flea market on a Saturday morning at the town hall lot.

Concert with Roslyn Langlois scheduled for Valentine's Day weekend.

Christmas Party - The Commission wants to know about decorations for Christmas, they would like to do them.

Fall River Renaissance - history of the North Fork in Haymarket. Michelle Heard is Chairman of this project. The PWCSA is going to try to get beavers moved safely prior to the sewer interceptor construction. Meeting October 29 is the start date at 3:00 p.m. at the foot of Jefferson Street. Mrs. Crafton-Masterson states the culverts and bridge taken down are the things that caused the beavers to come. Councilman Mohr would like to provide the grass cut at the creek bank. Mayor Kapp states Ms. Smith called him and offered the trestle bridge to the town. Mayor Kapp will call Tim Everett to go see if they can find it. Mrs. Turner states there was a toll bridge there we

could put it down there.

**Building Official**

Mr. Lowery met with PWC mapping for new streets and addresses. Phares property plat was submitted to PWC to divide into three parcels, build two new buildings on the south side of the RR tracks.

Road to Haymarket Self Storage will be Kapp Valley Way. The new shopping center street will be Leaberry Way. Costello Street-Costello Way was reserved. Costello has to change all his addresses. 84 Lumber and Century Stair buildings will be Costello Way. In front of 84 Lumber building and around to Durham property will be Clarkson Lane.

Councilman Mohr asked Mr. Lowery to have 84 Lumber remove the pile of pallets from the corner. Mr. Lowery states he has asked them to not let them get out of hand.

Council needs to adopt emergency operations added to State Building Code as it is no longer part of BOCA. Nothing has changed detrimental, works out handicap signs. Councilman Mohr moved to adopt the Virginia Uniform Statewide Building Code and Fire Prevention Code as adopted by the State of Virginia, second by Councilwoman Scarbrough. Councilwoman Stutz asks if we have code in town, what happens to the old code? Atty Arledge says as a formality you probably re-adopt. Atty Arledge suggests we put in writing. Public hearing tabled to next meeting. Councilman Mohr withdrew motion. Councilwoman Scarbrough withdraws second.

Shrink/Swell Policy - mailed to Atty Arledge. Tabled.

Cross Connection - tabled.

**Old Business**

Village Square - Town Clerk requests the Council decide what name they are using for the new property, Village Square or the Town Center which they already approved. Councilman Utz, Councilwoman Bailey, Councilwoman Scarbrough, Councilwoman Stutz and Councilman Mohr want it to be named Town Center.

Pat Snyder, architect, presented a proposal for renovation of the grocery store facility. Ms. Snyder states there have been tremendous changes done by individuals not by time. There is real trouble on the inside. Councilman Mohr asks the date of structure. Mrs. Turner says 1893 ish, it was burned in Civil War. In 1838 there was a mercantile there that was still being run in 1928.

Councilman Mohr states right now we have a lot on our plate. He thought the people in the grocery store understood this is what they leased. The hardware is more important to him. Councilman Utz agrees, when we saw the Food Lion coming we knew what would happen over there (at grocery store). Mr. Lowery says he thinks Council is missing the point. The former tenants sold the business and these folks are willing to put \$50,000 into this building. They want to fix the interior with Council's approval. It is going to be a convenience store.

Mrs. Leonard asks what are they asking the town to do. Mr. Lowery says the cost of exterior improvements. He has no figures now.

Mayor Kapp asks if we put roof and trusses on the front to the two story section will they do the interior renovations. Mr. Lowery states we will have to rebuild the walls to carry the roof.

Mayor Kapp says we can not make a decision without a price. Mayor Kapp asks for costs on item #1 if they are willing to do interior work and Alan agrees to pay for some of this - roof trusses and bearing wall. Mrs. Leonard

asks if our in-house architect can draw this up?

Ms. Snyder says there are real structural problems in this building. Councilman Mohr says Mr. Lowery told Council there is not a structural problem with the building as long as you don't touch it. He says when they change it will not be structurally sound. Councilman Mohr asks Atty Arledge if they disturb and cause problems aren't they (tenants) responsible. Atty Arledge replies yes, they are responsible.

Councilwoman Stutz says there is no safety issues, there is no reason to put a new roof on a structurally problematic structure. Councilwoman Stutz suggests we listen to our architect also we don't have a plan. Until we have a plan we don't need to do anything.

Councilman Mohr states we don't have the money to do this and have too many things on our plate. Councilman Mohr moves to put issue down and go on with business, second by Councilwoman Bailey. Councilwoman Stutz, Scarbrough, Bailey and Councilman Utz want a plan for overall property. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

Proposal from architect to design the new town hall facade - Mr. Newlon will do a proposal for the town center for the next meeting.

Town Center planters - Mr. Newlon submitted planter placement - 11 planters placed all shown on plan, all have seating and are 18" high, planters are longer 5' wide benches 5' x 20' add one more planter, small at Costello driveway. Lane's needs a planter. Mr. Newlon will do a typical design to built and draw with revisions.

#### **New Business**

President's Cup Golf Tournament - Ms. Barringer is going to give PWC information (about her shop) for President's Cup and she encourages everyone to be prepared. She understands Councilwoman Scarbrough is working on an addition to the Crossroads booklet. She encourages the town to put up large signs at both ends of town, professionally done, explaining the construction.

Councilwoman Scarbrough moves to put signs at both ends of town, second by Councilman Mohr. Councilwoman Stutz has a sign maker to make up. She asks for a dollar amount. Councilman Mohr moves to approve \$600 to coordinate signs for each end of town for duration of construction project, second by Councilwoman Scarbrough. Mrs. Barringer suggests the signs be up by the 14<sup>th</sup> of October. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

Utility Service Tax ordinance amendment - Atty Arledge will get figures for NOVEC, Virginia Power and Columbia Gas.

#### **Comprehensive Plan Survey**

It is ready to send out.

#### **Continuation**

At 11:13 p.m. Councilman Mohr moved to continue this meeting October 23 at 7:00 p.m, second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

**TOWN OF HAYMARKET, VIRGINIA**  
Chartered 1799  
County of Prince William

**Regular Session - continuation October 23, 2000**

**MAYOR**  
**John R. Kapp**

**ATTORNEY**  
**John Arledge**

**COUNCIL**  
**James Shepard, Vice Mayor**  
**Mary Lou Scarbrough, ARB Liaison**  
**Douglas Mohr**  
**Tom Utz, Police Liaison**  
**Nancy Bailey, PC Liaison**  
**Pamela Stutz, Historical Commission Liaison**

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Mayor Kapp reconvened the regular session at 7:03 p.m.

**Town Center**

Mayor Kapp states Trish Deering of Dansations would like to rent three rooms 750/800 square feet of space. We would need to remove one wall. He wants to know what price to quote.

Councilman Mohr asks if she is doing the tenant build out. Yes. Councilman Utz asks if anything is in the lease? Councilman Utz thinks Council needs to decide what we want to do (rent) and do it straight across the board. Councilwoman Bailey asks about utilities. Mayor Kapp says there are no meters. Councilwoman Stutz asks if we have a standard lease. Mayor Kapp states Atty Arledge has submitted one. Councilwoman Stutz asks if we have reviewed it. No says Mayor Kapp. Councilwoman Stutz asks if prior to purchase didn't we do a rent study for the areas. Yes, it was \$7 - \$10 per square foot. Now that we have to add utilities we had to go up. Councilman Mohr says he thinks our comparable was low in using Georgetown South. Leaberry says a dance studio would be a great tenant due to the evening hours of operation in regard to parking.

Councilwoman Stutz asks what is the condition of the building, will it be okay for dance. Mr. Lowery says it is sturdy enough. Councilwoman Stutz suggests we need to set a criteria and get in line for all potential tenants. Councilwoman Stutz suggests we start at \$10-\$12 sq. Ft. and possibly give rent back for improvements.

Councilwoman Stutz says she received a call from Piedmont Environmental Council tenant. She wants out of her lease due to no security, no key to the bathroom. Mayor Kapp says he has told the tenants to lock the door when they leave. Mr. Lowery says it should have a paddle for fire door. Mr. Lowery thinks a town employee should lock it at night. Leaberry asks if the parking lot has lighting. No, it will have to be put in.

Councilwoman Stutz suggests we offer Dansations space at \$12 per foot.

Mr. Lowery asks if we lease that building area we need to have storage moved. Mr. Lowery says if it remains dead storage it needs to be sprinkled.

Councilwoman Stutz states she had a visit from Kelly at the Coalition Against Hunger who is upset that she was not given the option to reduce the amount of space she has and pay the going rate. Councilman Mohr says the people have known for over a year that we were taking over the space and upping the lease amount.

Mr. Lowery says dead storage is storage that is left and not moved. Mr. Lowery says he doesn't mind helping to lease out this space. Back 2 Basics wants to rent more space, additional space on the second floor for classroom.

Back Basics is a non-profit and does not pay gross receipts and only pays \$4-\$5 per square foot. Mr. Lowery says \$10-\$11 sq ft is appropriate for hardware building but \$7 sq ft is more appropriate for the grocery building for the condition.

Councilwoman Stutz states a bakery in Vienna is interested in space. Mr. Lowery is working on the fire doors. Mayor Kapp says we need to open up the hallway upstairs. Mr. Lowery says we'll have more than adequate bathrooms when the new ones are finished.

Town Center leasing committee - Councilwoman Stutz moves to form a committee of three members, one Council, one ARB and one ARB to go over our leases and come up with advertising program and plan to rent, second by Councilwoman Scarbrough. Mr. Leaberry thinks we should do a proforma for the total square feet. Tenants will want rent back and you need to figure out the return, he states.

Volunteers are Councilwoman Scarbrough, Councilwoman Stutz, Mr. Leaberry will help. Councilwoman Bailey will ask PC. Councilwoman Scarbrough recommends we ask the architect. Councilwoman Stutz asks for two weeks to answer Ms. Deering. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

Councilman Utz asks about dead storage. Are we going to ban dead storage in this facility. Mr. Lowery states the only place for that would be behind the town hall building as it is separate from the town hall building.

Coalition Against Hunger sign - Mayor Kapp brought up the article in the Bull Run Observer about the Coalition sign. Mayor Kapp states he received a phone call from the Chairman of the City of Manassas ARB who stated they rejected the United Way sign in their municipality. Councilwoman Stutz would like to state for the record she did not say the town was "poor" as stated in the article.

#### **ISTEA**

PWCSA will meet with the Mayor Tuesday 2:00 p.m. regarding the street trouble.

Mr. Lowery states OSHA is coming Oct. 24 to discuss signage (safety). Va. Power is to let Comcast know if they can connect their cable to the two poles on Wash. St. Comcast did not bury their cable. VDOT will be here Tuesday (10/24) to let Gull know if they can extend their work hours to 7:00 a.m. to 5:00 p.m.

Councilwoman Bailey asks if the safety issues are the responsibility of someone other than the town, can we get our money back for the lights we rented. Mr. Lowery says that will be determined by OSHA tomorrow.

#### **Christmas Party**

Scheduled for Sunday, December 3 at St. Paul's Episcopal Church. Chairman of the Historical Commission states they would like to organize the event. Councilwoman Scarbrough states she will cook a ham or turkey. The Historical Commission will advise what we need at the Nov. 6<sup>th</sup> meeting. Mrs. Turner asks if this can be a fund raiser for the museum. Councilman Mohr suggests we have an ornament made to sell for the museum. Copy of invitation list to the HC.

Mayor Kapp states Dottie Leonard is providing the wreaths for the street lights (27). Mr. Lowery states they won't be done by then. It will be two or three weeks for Va. Power to get the pole work done. They stated nothing was ever put in writing.

#### **Utility Service Tax ordinance amendment**

Atty Arledge states utilities are recommending minimum tax and tax rate. He has concerns if this will produce the



same tax as previous. Atty Arledge has no way to determine what it will produce. He thinks the figures on draft notice is correct but he is not sure. This is supposed to be a revenue neutral change. He would like to have another meeting to give more time to look at it. We have to adopt this amendment by October 31 or suffer a penalty of three months tax from the utilities. Atty Arledge asked Council's approval to contact an accountant who has done this for another municipality and to pay them to check this for the town. Councilman Mohr moves to allow Atty Arledge to spend \$1200 maximum for accountant to figure the tax difference for utility service tax, second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote. Tabled adoption of amendment to Monday, October 30 at 7:00 p.m.

Mr. Leaberry asks about the transmission line used by Washington Gas to serve Piedmont and Dominion Valley, will we receive tax on that. Atty Arledge will check.

**Continuation**

Council scheduled a continuation for October 30, 2000 at 7:00 p.m.

**Viscous Dog Ordinance**

Section 3-7, Atty Arledge says (if we want the county to enforce for us) the county attorney suggested we send request to county manager and they would comment to us and then it would go to county supervisors. Atty Arledge made change to ordinance to put up signs, enforcer would be county animal warden or chief of police or their designees.

Atty Arledge suggests we adopt as is and if Council wants the county to handle the whole section would be repealed. Atty Arledge states the state statute only addresses dogs. Councilman Mohr would like to have the ord. Cover ferrets also. Councilwoman Bailey moved to adopt ordinance Section 3-7 with noted correction, second by Councilwoman Scarbrough. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

**Burgess & Niple - E&S Inspections payment**

Mayor Kapp asked if the Greenhill Crossing bill has been settled. The Town Clerk states with the town's payment of the plan review (the town is responsible for) the \$6000 from Peterson Companies and the \$241 the town approved on Oct. 2. The accompanying letter stated this bill is paid in full. The \$180 bill for inspections July through Aug 4 Council wants to let it ride.

Mayor Kapp asked about the other two bills, Leaberry and Witcher. The Town Clerk states she has had no response to the original request for agreement to pay. Mayor Kapp asks if the town can put a lien on the Witcher property so they can't record the subdivision. Atty Arledge replies no. Mr Lowery will issue a violation at \$1000 per day until they pay the Burgess & Niple bill. Mr. Lowery will certify the letter with 15 days to pay. Atty Arledge will look at legality of placing a tax lien. Councilwoman Stutz is not comfortable with this procedure. She states we need to advise the owner we are discontinuing inspection and issue a stop work order. Mr. Lowery says Washington Gas has removed Witcher's berm. Mr. Lowery states he had Washington Gas reseed what they tore up. He says E&S easement does not come under state requirements. The state is following up now that it is going down Route 15 (out of town).

Mr. Lowery states he can not find out who laid the new drain pipe on the north side of the tracks. Atty Arledge will check on lien for Witcher \$3,808. and Leaberry properties \$1,881.15. Atty Arledge owner requested a site development permit that requires E&S inspection. Witcher has an obligation to pay. Tell them we'll stop all inspections and tell the state we are no longer doing inspections. The state will take over.

Councilman Mohr moved to send certified letter to Witcher stating we are immediately ceasing to perform

inspections and identifying money due for E&S and future requirement to pay and if not paid within 15 days our attorney will do a collection with penalties and violation of permits, second by Vice Mayor Shepard. Yeas: Shepard, Scarbrough, Mohr, Utz, Bailey, Stutz. Nays: None. Motion carried by 6/0 vote.

Mr. Lowery asks who is performing site plan review for the town. Mayor Kapp says Burgess & Niple is doing it. Mr. Lowery says Haymarket Self Storage needs plan review for revisions. Mr. Lowery will bring us names of three engineers for Council to interview.

Councilwoman Stutz wants to resolve the Shoppes at Haymarket bill. She says we need to send letter to Burgess & Niple that we disagree with the bill. Mayor Kapp says Leaberry will talk to George Cropp and report back to Council October 30.

#### **ISTEA**

PW's Sign - had to be taken down because it was in the middle of the sidewalk. He wants it in the grass strip. Our ordinance states it must be 6' in height and back 10 feet from the property line for a free standing sign.

Construction signs at town entrances on Washington St. - Councilwoman Stutz says she was authorized to purchase two signs. That would have to go to PC and ARB [the time constraint does not allow for that to happen]. The Town Clerk looked up the ordinance for banners which is at the authority of the administrator. She got approval from Vice Mayor Shepard in the absence of the Mayor. She has the banner and would like to know where and who will hang it. Tom Utz will help Mayor Kapp put it us 4:00 Tuesday.

Grocery Store - Vice Mayor Shepard informed Council Alexa, daughter of grocery store tenant, informed him her father is having trouble with sales due to the road construction. Councilman Mohr says there is nothing that can be done about it. He said he was not told it was going to happen. Councilwoman Stutz states they are all suffering. Mr. Lowery helped Pam by forcing construction people to remove the heavy equipment from the property.

Town Clerk to send letter to businesses affected by the construction telling them what the time frame is for construction. Gull doing under drains next two days, curb will be in the end of the week. This project is to be finished 150 days from July 17<sup>th</sup>. This block will be in the same condition as the other block in next two weeks. Va. Power and GTE are holding us up for utility poles to be moved.

#### **Old Business**

Museum Auction - Councilwoman Bailey asked the Mayor if he called Mr. Bolton about reimbursing the town the \$1000 he charged us for his services. (The agreement was he would do the auction at no charge.)

Daycare Center - Mr. Lowery does not have figures, he thinks he has fire doors donated.

Councilman Mohr asks about the back buildings [youth center] behind the town hall. No progress.

Councilwoman Scarbrough would like to set up the meeting of the town center committee.

#### **Employee time clocks**

Councilman Utz says he got a lot of complaining they don't want a time clock. Councilman Mohr moved to cancel purchase of time clocks for employees, second by Vice Mayor Shepard. Yeas: Shepard, Scarbrough, Mohr, Utz, Stutz. Nays: None. Abstain: Bailey. Motion carried by 5/0/1 vote.

#### **Sign Ordinance proposal**

Councilwoman Bailey asked Council to read sign ordinance revision for the I-1 district.

**Town Boundary Adjustment**

St. Gabriel's Labs - we can require street scape improvement and costs of annexation, etc. Public hearing scheduled for November 6, 7:00 p.m. Notice to reference the property address.

**Museum grant**

Atty Arledge states he needs a deed to the town hall property for the state grant. Ms. Turner states she has a copy of the deed. She will provide it to the attorney.

**North Fork clean up**

Mrs. Crafton-Masterson states they have scheduled a meeting for Sunday, October 29 at 4:00 p.m. at the creek.

**Town Hall interior layout**

Council approves of the Mayor's sketch.

**Recess**

The Town Council recessed to October 30, 2000 at 7:00 p.m. at 9:42.

**TOWN OF HAYMARKET, VIRGINIA  
Chartered 1799  
County of Prince William**

**Regular Session - continuation October 30, 2000**

**MAYOR**

**John R. Kapp**

**ATTORNEY**

**John Arledge**

**COUNCIL**

**James Shepard, Vice Mayor(absent)**

**Mary Lou Scarbrough, ARB Liaison**

**Douglas Mohr**

**Tom Utz, Police Liaison**

**Nancy Bailey, PC Liaison**

**Pamela Stutz, Historical Commission Liaison**

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Mayor Kapp reconvened the regular session at 7:00 p.m.

**School Board request for trailer, 14550 Washington Street**

Mr. George Pincence, PWC Planning assessment office requests to keep the trailer parked at Pace West School. Mr. Lowery states he was directed by Council to advise the School Board to remove the trailer and put is on the county side of their property.

Councilwoman Bailey asked how many students there are at the facility. Seventy was the answer. She asked how many would use the trailer. Eight was the answer. She asks if they can't better use the interior space of the school building.

Councilwoman Stutz suggests our attorney research this use and report at the next meeting. Councilman Utz moved to approve contingent on attorney findings, second by Councilwoman Scarbrough. Atty Arledge says Smith & Davenport represents the School Board (Martin Crim). Councilman Utz amended his motion to include "any further work done on that sight will come before us," second by Councilwoman Scarbrough. Yeas: Utz,

Scarborough, Stutz, Bailey. Nays: Mohr. Motion carried by 4/1 vote.

**Utility Service Tax Ordinance amendment**

Councilman Mohr moved to approve ordinance #011030-1 to amend the utility tax, second by Councilwoman Bailey. Yeas: Mohr, Bailey, Scarborough, Utz, Stutz. Nays: None. Motion carried by 5/0 vote.

Councilwoman Scarborough moved to approve amendments as discussed, second by Councilwoman Bailey. Yeas: Scarborough, Bailey, Utz, Mohr, Stutz. Nays: None. Motion carried by 5/0 vote.

**Town Center potential tenant**

Patricia Deering of Dansations states she is interested in leasing space in the old hardware building. She brings to Council her concern of the environment immediately around that building. Councilman Utz thanks her for bringing that up.

**Christmas party**

Mrs. Crafton-Masterson read the invitation to Council. Council is to furnish meat, Planning Commission side dishes, ARB bread and fruit, Historical Commission dessert, coffee, tea and cider. The men are asked to do the set up. Councilman Utz will sing and Roslyn Langlois will entertain on the piano.

**Town Center Committee**

Councilwoman Scarborough and Stutz met. They want the Planning Commission to look into a new zoning district for the town center. Mr. Lowery and Councilman Utz want to consider tearing down the gray house and sheds behind the new town hall. Mayor Kapp suggests Council first complete the upstairs offices with the handicap toilet, carpet and paint and then start on the new town hall.

Atty Arledge states the Piedmont Environmental Council wants to terminate their lease. Councilwoman Stutz moves to release them from the lease and collect two months rent from termination date, second by Councilman Utz. Yeas: Stutz, Utz, Bailey, Scarborough, Mohr. Nays: None. Motion carried by 5/0 vote.

Grocery store. Mr. Lowery states they have stopped the architect from working on the renovation. They are contacting an attorney regarding violations in the building.

Mayor Kapp states our architect is bringing us a proposal. Mayor Kapp will call Alexa Lee, Mr. Jinn's daughter.

Town Center Liaison- The Clerk's office personnel will act as liaison. The Committee will forward material to them.

2<sup>nd</sup> floor of 15020 Washington St. - Mr. Lowery would like to issue an eviction notice there due to the water heater hooked up after being disconnected. Also there are other violations.

6630 Jefferson St. - Mr. Lowery states there are only two bathrooms- in violation, structurally unsound, need to vacate or build more bathrooms.

November 11 - need to schedule work days in town hall space, footers for beams are cut, need to take down peg board, clean up dust. Councilwoman Stutz suggested to talk with Youth for Tomorrow folks for community service, also ask high school.

**Shoppes at Haymarket**

Mr. Leaberry states he doesn't have updated plans with revisions, there were 37 comments on last review not addressed.

**Town Engineer**

Mr. Lowery submitted engineer proposal from ESI.

**Museum**

Mayor Kapp asked counsel if the town can fund the renovation of the museum without a public hearing. He answered yes.

**Town Clerk request for leave**

The Town Clerk requests leave from Wed., Nov. 8<sup>th</sup> through Wed. Nov. 15<sup>th</sup>.

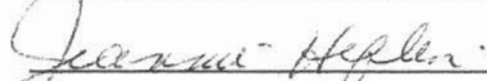
**Sign Ordinance amendment**

Councilwoman Bailey asks council to review for the next meeting.

**Adjournment**

With no further business the meeting was adjourned at 10:20 p.m.

**RESPECTFULLY SUBMITTED:**

  
\_\_\_\_\_  
Jeannie Heflin, Town Clerk

**APPROVED:**

  
\_\_\_\_\_  
John R. Kapp, Mayor