

**TOWN OF HAYMARKET, VIRGINIA  
PLANNING COMMISSION  
MINUTES OF REGULAR MEETING - MARCH 7, 1995**

**CHAIRMAN:**  
Lyssa Whitfield

**MEMBERS:**  
Nancy Bailey  
Robert Seffinga  
John Duckett  
Mary Lou Scarbrough  
Robert Stalker

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The March 7, 1995 regular meeting of the Planning Commission was called to order at 7:07 by Chairwoman Whitfield. The minutes of the February 7, 1995 meeting were reviewed. Commissioner Scarbrough moved to approve minutes with corrections, seconded by Councilwoman Bailey. With no further discussion motion carried by unanimous vote.

**OLD BUSINESS**

**Street Light at Jefferson Street** - Commissioner Scarbrough is ecstatic with the new street light!

**Sign Application - Greenhill Crossing-case #2** - 2/7 returned to Town Council for plat (missing) - Chairwoman Whitfield asked if this is the sign for the main entrance. It appears to be and is what Councilwoman Bailey understands to be the main entrance. Commissioner Seffinga stated the ARB and Town Council had approved sign pending PC approval. Commissioner Seffinga moved to approve sign, seconded by Commissioner Scarbrough. With no further discussion motion carried by unanimous vote.

**Sheetz - case #3** - awning replacement and renovation to add pizza oven facility. Not taken before the Town Council yet. Commissioner Seffinga stated ARB has not looked at Sheetz Pizza sign - it was stated ARB does not have to look at it because it is a replacement.

**Sheetz building permit application** - Commissioner Seffinga stated there is no inside elevations on the drawings. They will be required by Gary Eddy. Commissioner Scarbrough moved to approve the sign and building permit application pending elevations be provided and drawing of sign and found acceptable by Council, seconded by Councilwoman Bailey. Commissioner Seffinga moved to amend motion to delete all references to approval of sign permit application, seconded by Commissioner Scarbrough. With no further discussion motion carried by unanimous vote. Sign application is being sent back to Council for comment.

**First Virginia Bank case #4** - "MOST" addition to existing sign - question was whether sign obstructs view - asked for plat to determine total square footage - not provided with application. Commissioners Seffinga and Duckett stated the ATM signage on the new unit was part of the construction drawings and installation. Councilwoman Bailey checked with VDOT about visual impedance, if it is not in their right of way they have no restrictions. The sign is not in VDOT's right of way. Commissioner Stalker moved to approve sign based on Commissioner Seffinga's interpretation of chp 12:213-6 total square feet allowance, seconded by Commissioner Seffinga. Commissioner Seffinga believes 200 sq. Ft. maximum sign area for First Virginia. First Virginia needs to provide a plat with their road frontage for verification. Their main sign size is 32 square ft. Per side, the MOST sign is 16 sq. Ft. per side. They are at the 100 sq. Ft., with the freestanding sign with the addition of the MOST booth sign, total allowed 100 sq. Ft. (2 sides for corner lot). With no further discussion motion carried by unanimous vote.

**Building Permit - Back 2 Basics** - (Christian Fellowship) Alan Gossom building - take over Welcome Disney sign was approved by Council in December. Name change noted. Gary Eddy pre approved the stairs, the Fire

Dept. Approved plans. Chairwoman Whitfield is sure bathrooms do not have handicap access - with the change of use they have to meet ADA standards. Chairwoman Whitfield wants to be sure Council understands that even though it does not relate to the building permit in hand. She stated the drawings do not show how the door opens - Commissioner Duckett states according to where the knob is located it opens in - it MUST open out of fire exit. Drawings do not show light for fire exit - no electrical inspection is listed on building permit. Gary Eddy was called to verify he is on top of this. Commissioner Seffinga moved to approve building permit for outside stairway pending owner and lessor working with the building inspector, seconded by Commissioner Duckett. With no further discussion motion carried by unanimous vote.

**Notes on Masonic Lodge** - #11, 14, 15 comes under Historic Guidelines - must be approved by ARB. #16 check with health and sanitation dept.

**Trailer Ordinance** - call Chairman Planning & Zoning Commission Prince William County - Greg or Tom Davis for citing for Wolfe Industrial and VDOT trailer.

**Sign Ordinance** - Councilwoman Bailey brought up to Council whether the sign ordinance was sent to the Town Attorney. She informed the Town Council that the PC reworded per attorney suggestions and returned to Council with request to return to attorney for more input in what attorney further recommends. Councilwoman Bailey is to ask Mayor Kapp if it was ever sent to attorney.

Councilwoman Bailey asked for input on survey questions by March 16 for comprehensive plan update.

Chairwoman Whitfield asked Councilwoman Bailey if she had enough rapport with Uri to say to him we looked at the draft and we are not impressed for \$2500. What justifies \$500 for the next step? This was supposed to be a \$10,000 document counting Disney input. Disney material was to be redirected to us.

April 3 at 7:00 is Public hearing for adoption of FEMA ordinance - PC must attend. Assignments are Survey comment by March 16. Comp plan LDR draft comments before April 3. Surveys have to be returned by 2 1/2 months. No incentive to return surveys only 57 were returned last time out of 358 households - about the same as the voting average. State Law requires to rewrite comp plan every 5 years, section 15 of Virginia Code.

Councilwoman Bailey suggested PC come to Budget work session to request what money is allocated for comp plan update. Professional help is at least \$20,000. Changes to be address are coordination chapters, address future issues. Consensus of the PC was the 1993 Chesapeake Bay Ordinance & 1988 comp plan is a good starting place.

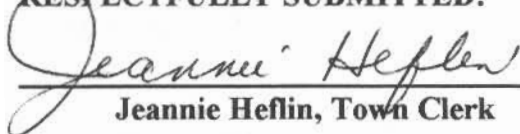
Commissioner Duckett volunteered to be a liaison for the PC to the Historical Commission. He will attend monthly meetings beginning April 1.

ARB approved First Virginia Bank, Greenhill Crossing signs. The Town Hall sign is still in planning stage.

Commissioner Whitfield asked if the Town would send PC member to Dept. Of Housing Symposium. Councilwoman Bailey to bring before Council for approval.

Meeting adjourned 10:02 p.m.

**RESPECTFULLY SUBMITTED:**

  
Jeannie Heflin, Town Clerk

**APPROVED:**

  
Lyssa Whitfield, Chair