



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, February 21, 2018

7:00 PM

Council Chambers

A Regular Meeting of the Architectural Review Board of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 7:00 PM.

Chair Kenneth Luersen called the meeting to order.

### I. Call to Order

Chair Kenneth Luersen: Present, Councilwoman Susan Edwards: Present, Board Member Robert Day: Present, Commissioner Madhusudan Panthi: Present, Board Member Bond Cavazos: Present.

### II. Pledge of Allegiance

### III. Minutes Approval

1. Architectural Review Board - Regular Meeting - Jan 17, 2018 7:00 PM  
Approved with the correction of Commissioner Panthi's name on page 3.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

### IV. Citizens' Time

No Citizens' Comments.

### V. Certificate of Appropriateness

#### 1. #ZP2018-003 Shoppes of Haymarket Sign Application

Town Planner, Emily Lockhart reported that the Shoppes At Haymarket are applying for a freestanding menu sign. She added that the sign will be located within a sign-easement on the McDonald's property. At this time, Deborah Heavener and Karen Weldon, onsite managers for the Shoppes At Haymarket, addressed the Board. They discussed with the Board sign dimensions, style, font and color. They stated that this is something new for them and that they would be back to present to the Board at a later date once they have made all of the revisions.

Councilwoman Edwards made a motion to *table* #ZP2018-003, *Shoppes At Haymarket Sign Application until the next regularly scheduled meeting.*

Chair Luersen directed the Planning Director to make sure that the applicants are prepared for next month's meeting.

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>SECONDER:</b>	Susan Edwards, Robert Day
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

#### 2. #ZP2018-004 6760 Madison Street

Rosanna Smith, 6760 Madison Street, addressed the Board with an update on the home restorations that she is making. She stated that she is asking for approval to change the porch roof to match the house roof, change out a gable vent to a window, recessed light in the beadboard ceiling at the front porch, and two matching wall mounted lights on either side of the front door. Ms. Smith said that she will be donating remnants of wallpaper that she found to the museum.

Councilwoman Edwards made a motion to approve #ZP2018-004, 6760 Madison Street, for the porch roof to match the roof on the main house, to replace the gable vent with a stationary window, either a rectangular or octagonal, and any 3 lighting choices for the front porch are acceptable.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Bond Cavazos, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

**3. #ZP2018-005 6761 Madison Street, Fence Application**

Jason Scott, of 6761 Madison Street is applying for a fence application. The fence will close in his backyard and join with the two adjacent neighbors' fencing. The fence will be a natural color picket 4' fence. This picket is not an approved style however, since it matches the neighbors' fence type and is on a side street it will be okay.

A motion was made to approve ZP#2018-005.

Discussion on the Motion: Chairman Luersen stated for the record this is not a typical style that is within the style guidelines, but because of the situation with the neighboring fences this would be a continuation where the Board feels this except would be appropriate.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bond Cavazos, Board Member
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

**4. #ZP2018-006 Little Free Library**

The applicant, Casey Rives was not present at the meeting.

Ms. Cavazos has read the letter and application and likes the idea, however, she would like to see the details of the structure.

The Town Planner, Emily Lockhart explains the application and the concept of the Little Free Library. The ARB shared their preferences on style and made general suggestions for the structure's style such as looking similar to the Town's museum.

A Motion was made to Table ZP#2018-006 until the next regularly scheduled meeting when the applicant could attend.

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

**VI. Old Business**

**1. 6748 Bleight Drive Amendment to Fence Application**

Ms. Shalvey has returned to amend application ZP#2017-027 for a fence located at 6748 Bleight Drive. Ms. Shalvey's HOA has since denied her application that the ARB approved in November 2017. The HOA has denied the application because the fence style is not the approved style of the neighborhood, a scalloped wooden picket fence.

Ms. Shalvey presented the new HOA approved fence style, a 4 foot white vinyl picket fence with a scalloped top and a sphere finial. She explains that she feels the wood was not a good look for that location based on the style of home she has. The HOA is not allowing a privacy fence. The Shalvey's have also amended the square footage of the fence area to make it smaller and not include any privacy fencing.

Ms. Cavazos states she likes everything except for the sphere finial, she prefers the straight line caps because they will better complement the style of home she has.

Councilwoman Edwards states that she feels for the Shalveys because when the HOA created their guidelines the Bleight homes were not in place and the design of them was unknown and not considered.

Ms. Shalvey states the HOA is in the processing of changing the documents to consider the new homes.

The applicant and Board discuss the course of action. The Board directed the Town Planner to send a letter to the HOA to discuss the fence and ask the HOA to approve the fence style that has already been approved.

*A Motion was made to amend ZP#2017-027 to allow for a smaller square footage of fenced area, removal of the privacy fence and the same style of fence that was already approved.*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Bond Cavazos, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

## 2. Haymarket Baptist Church Fence

The original approved fence style, a board on board fence, was proposed in the Haymarket Baptist Church site plan. However the fencing company has stated they are unable to install the approved fence in it's location because the area is too small and abuts an existing powder coated chain link fence. The applicant is asking for an amendment to the approved style to allow for a different style of board on board fence.

Councilwoman Edwards states for the record the chain link fence that runs the length of the property is a preexisting condition of the property and was never approved. Dan Sawyer explains the reasoning and existence of the chain link fence around the tot lot. Mr. Sawyer further explains the style of fence they are asking for and the reasoning for the amendment. Mr. Sawyer states this is required to get off bond.

The ARB and Mr. Sawyer discuss the different fence styles on the property. Councilwoman Edwards states for the record there are many different fence styles. The ARB asks for the purpose of the fence. Town Planner, Emily Lockhart states that looking at the site plan the fence would be required to meet the buffer requirements for the site plan.

The Board and applicant further discuss the styles of fencing on the property, the changes that were made and the existing fences that were not approved.

The Town Planner asks the applicant if they have plans to remove the existing chain link fence that runs along the property line between the veterinary clinic and the church. The applicant states that this could be a compromise.

The applicant suggests that the church could consider replacing the chain link fence along the property line with a four foot fence and then transition into the white vinyl privacy fence leading up to the chain link fence and then stop.

*A Motion was made to approve #ZP2018-007, amendment to Haymarket Church Site Plan, to amend the proposed board on board fence along the western property line from Washington Street to the existing chain link fence with further documentation and agreements to be approved and signed by all property owners. The fence will be a vinyl four foot picket fence from Washington Street to the vet's fence line and then a privacy fence from that point to the chain link fence surrounding the tot lot. If the buffer is taken down behind the tot lot chain link fence then the privacy fence will need to be extended to the back property line.*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

### 3. #ZP2017-029 6810 Jefferson Street Demolition Application

Since January 17th's ARB Meeting the applicant hired a structural engineer to complete a survey on the home. The survey was completed and is attached in the packet. Based on the information in the structural engineer's survey, Ms. Lockhart reached out to the engineer, Tom Basham, to inquire if 1) is it a possibility for this structure to be moved and relocated elsewhere and 2) is it a possibility for this structure to be lifted up and replace the foundation? Mr. Basham's response was no, the structural stability of the home would not allow for these options, the home is comparable to a wet cardboard box.

Ms. Lockhart reviews the materials in the packet, she discusses that while there is a concept plan shown in the packet, it will all have to come back to the ARB because this is just a concept/vision. The applicant will need to go through the site plan phase first and then come back to the ARB.

Ms. Lockhart recommends that the ARB could provide suggestions for the home.

Ms. Edwards asks if the accessory structure is a detached garage? Applicant answers yes, only the one home will have it. Ms. Cavazos asks how you get to the accessory structure? From the audience, the applicant states by walking. He further states there will not necessarily be a paved driveway all the way back there.

Ms. Cavazos states she lives very close to this property and understands the concept drawing idea. She also states she really loves the two old farmhouses that are across the street from the property.

Ms. Edwards states for the record again that she is very disappointed that people buy properties and let them deteriorate, we need to stop that process in Town because we are losing our history in Town. We really need to do our best to enforce the Blight Ordinance and send out notices of violation.

Mr. Day states that going inside is what you would expect with the amount of neglect it has seen.

Discussion continues about the additions to the structure and the integrity of the home as it stands today.

Ms. Cavazos states that even though they are taking away an old structure she would like to see a new home with some older style architectural features.

The applicant, Dan Radtke asks why do they stick with the black and white photos. Ms. Edwards states that this is what the guidelines request. Mr. Radtke further asks what additional photos would the ARB want. The Board responds that they would like any photos they have of the home and any additional ones they can find via the library.

Mr. Day makes a motion *to approve the COA to demolition the residential home at 6810 Jefferson Street with the following conditions the owner hire a professional photographer to document the home according the historic guidelines and the demolition may occur only following receipt of a building permit for a new home and we request permission to enter the home and take artifacts for our museum.*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Robert Day, Board Member
<b>SECONDER:</b>	Madhusudan Panthi, Commissioner
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

#### 4. Gateway Signs

The Board discussed with the Town Planner several action items for preparation for the work session on March 21, 2018 at 6:00pm.

The Board discussed additional updates within Town.

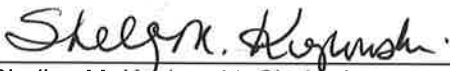
## VII. Adjournment

### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Susan Edwards, Councilwoman
<b>SECONDER:</b>	Robert Day, Board Member
<b>AYES:</b>	Luersen, Edwards, Day, Panthi, Cavazos

Submitted:

Approved:

  
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Shelley M. Kozlowski, Clerk of the Council

  
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Kenneth Luersen, Chairman

