



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, April 18, 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 - Work Session - Mar 28, 2018 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Bond Cavazos, Board Member
AYES:	Luersen, Edwards, Day, Panthi, Cavazos

2. Architectural Review Board - Regular Meeting - Mar 28, 2018 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Bond Cavazos, Board Member
AYES:	Luersen, Edwards, Day, Panthi, Cavazos

IV. Citizens' Time

No Citizens' Comments.

V. Certificate of Appropriateness

1. ZP#2018-012 - 14951 Keavy Place Deck Application

Matt Stevenson, 14951 Keavy Place, addresses the Board. He states that he would like to build a deck. Councilwoman Edwards asks if he has approval from his Homeowner's Association. Town Planner, Emily Lockhart, states that it is contingent on the HOA approval.

Councilwoman Edwards makes a motion *to approve ZP#2018-012 contingent on Homeowner's Association approval*. The motion is seconded by Ms. Cavazos.

During discussion on the motion, Chairman Luersen asks what color stain the applicant will be using on the wood. Mr. Stevenson responds clear or light stain.

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

VI. New Business

Ms. Lockhart states that the Town Council recently held a special meeting on the Blight Ordinance and wants to start citing some of the Town's blighted properties.

Ms. Edwards states that we want to take care of the historical properties so we do not have another case of demolition by neglect. She continues stating it would include the "Colonel's" house, the "Pardo" house, the old firehouse, and the bungalow behind the firehouse. She adds that the Council has put \$50,000 in the FY2019 budget to enforce the Blight Ordinance.

Ms. Lockhart asked the Board to list the properties that they feel are in the most need of repair and feel should be saved.

After discussion, the properties include: 6707 Fayette Street, 14881 Washington Street, 14941 Washington Street, 6707 Jefferson Street, 6706 Jefferson Street and 15001 Washington Street.

Ms. Edwards explains that Ms. Lockhart would send a letter letting the property owners know the issues and concerns. She states that if they do not comply, the Town will go through a notification process. If at that time the issue has not been addressed, the Town could put a lien on the property.

In other new business, Ms. Lockhart shares that the painting of the garage at the Town park is completed. Also, the roof has been replaced on the Copper Cricket.

Ms. Edwards asks about the trash cans and waste stations at the park. Ms. Lockhart responds that the trash cans have been ordered and that we have 2 local businesses that would like to sponsor the waste stations. They are A Dog's Day Out and VCA Veterinary Animal Hospital.

Ms. Lockhart also states that she met with Casey Rives concerning the "Little Free Library". She adds that Ms. Rives signed the Town agreement for the maintenance of the Library and will inquire about a metal roof. She further adds that she will come back for the lettering.

The Town Planner states that Ms. Edwards found a "U" shaped bike rack that we could put the Town Seal on. She asks the Board how they would like to proceed. Mr. Day suggests sponsorships from local businesses. Ms. Lockhart states that she will inquire.

The Board decides to forego the Town Seal and add sponsorship plaques.

The Board also discusses with Ms. Lockhart the status of the Town banners. They decide to use the 4 existing seasonal banners and purchase additional ones as needed. They also chose to have the "winter" banner altered to include the "Town of Haymarket" on the banner.

1. Motion

The Board discuss and view roof samples for the "Harrover" house located at the Park. Ms. Edwards makes a motion to approve ZP#2018-013 for the roof color to be "Shakewood". The motion was seconded by Mr. Day.

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

VII. Old Business

The Town Planner recommends to the Board denial of the Food Lion sign application. She states that she has not received any responses to the Board's questions from the February regular meeting.

Ms. Edwards makes a motion *to deny application for the Food Lion sign*. The motion was seconded by Ms. Cavazos.

Chairman Luersen asks that it be noted in the Minutes that the reason for the denial was do to the fact the applicant did not respond to the Board's questions.

1. Motion

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

VIII. Town Planner Update

Ms. Lockhart asks the Board if they would like to begin to review the ARB guidelines. She also states that there are vacancies on the Architectural Review Board as well as Planning Commission. She adds that if the Board knows of anyone that might be interested to please contact her.

Mr. Luersen states that he would like to work on the ARB by-laws.

The Town Planner also states that the Rafferty's are bringing in an application for some changes that they would like to make on their properties.

IX. Town Council Update

Ms. Edwards states that the Meladon Group has closed on the Fairgrounds property. She adds that there will be a Joint Public Hearing on May 21st at 6 PM. She further adds that they will be coming to the ARB for renderings and that the design will be similar to the Gateway Shopping Center in Purcellville, Virginia.

X. Planning Commission Update

Commissioner Panthi states that they have not had a meeting in a couple of months and that he has no update.

XI. Adjournment

1. Motion to Adjourn


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

Submitted:

Approved:

Shelley M. Kozlowski, Clerk of the Council

Kenneth Luersen, Chairman


Shelley M. Kozlowski, Clerk of the Council


Kenneth Luersen, Chairman *5/16/2018*

Minutes Acceptance: Minutes of Apr 18, 2018 7:00 PM (Minutes Approval)

