



ARCHITECTURAL REVIEW BOARD

REGULAR MEETING

~ MINUTES ~

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

15000 Washington Street, Suite 100
Haymarket, VA 20169

Tuesday, November 13, 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, Board Member Marchant Schneider: Present, Councilwoman Bond Cavazos: Present (7:17 PM), Board Member Julia Cabrera-Woscek: Present, Commissioner Aayush Kharel: Present.

II. Pledge of Allegiance

III. Minutes Approval

1. Architectural Review Board - Work Session - Oct 17, 2018 6:00 PM

Mr. Schneider makes a motion *to accept the minutes from the October 17, 2018 work session*. Commissioner Kharel seconds the motion.

There was no discussion on the motion.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Marchant Schneider, Board Member
SECONDER:	Aayush Kharel, Commissioner
AYES:	Kenneth Luersen, Marchant Schneider, Julia Cabrera-Woscek, Aayush Kharel
ABSENT:	Bond Cavazos

2. Architectural Review Board - Regular Meeting - Oct 17, 2018 7:00 PM

Mr. Schneider references discussion of Certificate of Appropriateness ZP#2018-046, "Mr. Luersen denies Ms. Leonard's request to address the Board." He asks that it be amended to read, "Ms. Leonard attempts to speak to the Board during their discussion. She was not addressed and Chairman Luersen asks Ms. Leonard to sit down." Chairman Luersen agrees to the amendment of the minutes.

Mr. Schneider makes a motion *to accept the amended minutes from the October 17, 2018 regular meeting minutes*. Commissioner Kharel seconds the motion.

There was no further discussion on the motion.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Marchant Schneider, Board Member
SECONDER:	Aayush Kharel, Commissioner
AYES:	Kenneth Luersen, Marchant Schneider, Julia Cabrera-Woscek, Aayush Kharel
ABSENT:	Bond Cavazos

IV. Citizen's Time

Joseph R. Pasanello, 6895 Track Court, addresses the Board. He thanks the Architectural Review Board for the work they did at the October 17th meeting. He states that he was very disappointed in the Town Council for overriding that conclusion which he thinks was done with facts and following process.

With no one else to speak, Chairman Luersen closes Citizens' Time.

V. Certificate of Appropriateness

1. ZP#2018-052 Crossroads Village Center

Town Planner, Emily Lockhart, reports last week the ARB met with the applicants during a work session. She adds that tonight she will be distributing the changes that the Board recommended.

Aatif Sharieff, from Rounds VanDuzer Architects, addresses the Board with a revised exhibit that encompasses the changes recommended by the Board.

Changes to the master sign plan were introduced to the Board.

Councilwoman Cavazos makes a motion *to approve ZP#2018-052, Crossroads Village Center, with the one change being that they use the flat black metal versus the mesh on the pylon and wayfinding signs*. Commissioner Kharel seconds the motion.

Chairman Luersen asks if there is any discussion on the motion. Mrs. Schneider asks if the approval is for both the master plan and the architectural. Councilwoman Cavazos states yes. Ms. Lockhart suggests that we *add a condition that the architect supplies a brief narrative in writing about what is in the architectural concept plan and the master sign plan*. Councilwoman Cavazos and Commissioner Kharel agree to the addition to the motion.

There was no further discussion on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Aayush Kharel, Commissioner
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

2. ZP#2018-054, 14600 Washington Street, QBE

Ms. Lockhart states that the applicant, Shawn Landry, attended the work session on November 7th. She adds that he is back tonight with the recommended changes from the Board.

The applicant discusses his final draft to the ARB. The changes include the steel awning, black street lights and brick pattern to coordinate with the building.

Councilwoman Cavazos makes a motion *to approve ZP#2018-054, 14600 Washington Street, QBE*. Commissioner Kharel seconds the motion. As referenced in the November 7th meeting, Marchant Schneider abstains from voting on the Certificate of Appropriateness.

There was no further discussion on the motion.

RESULT:	ADOPTED [4 TO 0]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Aayush Kharel, Commissioner
AYES:	Kenneth Luersen, Bond Cavazos, Julia Cabrera-Woscek, Aayush Kharel
ABSTAIN:	Marchant Schneider

3. ZP#2018-026, McDonald's Drive Thru, Sign Plan

Ms. Lockhart states that this is the McDonald's exterior alterations. She states the applicant will be refreshing the exterior appearance of the structure by enhancing the existing materials with fresh paint and cleaning. She adds they need to get the sign plan approval.

Ken Padgett, with Mid-Atlantic Permitting Services, addresses the Board. Size, lighting, color and location of the sign are discussed.

Councilwoman Cavazos makes a motion *to approve ZP#2018-026, with the conditions that they remove the drive thru wording on the double welcome point gateway sign, change the horizontal clearance bar to dark bronze to match the upright bar and change the clearance 9 feet wording to white so that you can see it*. Commissioner Kharel seconds the motion.

There was no discussion on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Aayush Kharel, Commissioner
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

4. ZP#2018-057, Agape Beauty Sign Permit

Ms. Lockhart asks the Board to table this application since the applicant is not here to represent her application. Councilwoman Cavazos makes a motion to *table ZP#2018-057*. Commissioner Kharel seconds the motion.

There was no discussion on the motion.

Chairman Luersen asks the Town Planner to note that the applicant has an opportunity to make the sign larger if the Zoning Ordinance allows.

The Chairman asks for a 5 minute recess.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Aayush Kharel, Commissioner
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

5. ZP#2018-058, 6721 Madison Street, Exterior Home Renovation

Ms. Lockhart states that the applicant is applying to do some exterior renovations at 6721 Madison Street. She states that the renovations will include renovations to the existing structure which is deteriorating, the addition of a garage structure and two bump out additions on the rear of the home She adds that the additions and other expansions will be taken to the Planning Commission for review. The ARB shall evaluate the materials used and determine if they meet the ARB Guidelines.

Jeff Bounds, contractor for the project, outlines the plans for the home.

Mr. Schneider makes a motion to *approve Certificate of Appropriateness ZP#2018-058 for the exterior renovations at 6721 Madison Street subject to the following revisions or amendments; the door style and color, light fixtures, lattice or vegetation or combination there of screening the porch, door on the garage to match similar style and trim of the house, materials of the garage similar to the house and privacy fencing to match the perimeter of the property all to be coordinated with the Town Planner*. Commissioner Kharel seconds the motion.

There was no further discussion on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Marchant Schneider, Board Member
SECONDER:	Aayush Kharel, Commissioner
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

6. ZP#2018-059, 6854 Track Court, Deck Application

Ms. Lockhart states the applicant is not here tonight. Ms. Lockhart states that the applicant has received HOA approval. She adds that the deck is not visual from the public street and debated whether this needed to go in front of the ARB for approval. Discussion ensues between the Board and Planner regarding whether future applications similar to this could be administratively approved.

Councilwoman Cavazos makes a motion to *approve ZP#2018-059*. Commissioner Kharel seconds the motion.

There was no discussion on the motion.

Councilwoman Cavazos makes a motion *that the Town Planner is able to approve ARB applications for items that are not visible from the public right of way. This will include patios, decks, etc., and if they have an HOA, they will need HOA approval prior.* Mr. Schneider seconds the motion.

Chairman Luersen suggests adding "only residential applications" to the motion. Councilwoman Cavazos and Mr. Schneider agree.

There was no further discussion on the motion.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Aayush Kharel, Commissioner
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

7. Motion

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Marchant Schneider, Board Member
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

VI. New Business

Chairman Luersen states that he met with Domenick Mongione regarding the property across the street. He adds that he is interested in developing the property and shared a simple site plan. He further adds that it didn't appear that he wanted to salvage the buildings that the ARB have targeted to be salvaged. He concludes that he explained to Mr. Mongione that he would have to work with the ARB and that we should see something from him in the near future.

Ms. Lockhart updates the Board stating the owner of the property that Chairman Luersen is referencing has submitted 7 demolition applications and has requested a work session in December. The Board decides to schedule the meeting on December 11th at 6 pm.

Ms. Lockhart also shares that the Town Attorney is available to meet with the Board on December 5th to discuss the guidelines and any other applicable training. After a brief discussion, the Board agrees to a 7 pm work session with the Town Attorney on December 5th.

Councilwoman Cavazos asks the Town Planner if M & M siding has made a request for a sign and if so she was wondering about the same sign as Copper Cricket. Ms. Lockhart spoke with them about their temporary sign and shared with them the process to come in and apply for a sign but hasn't received anything at this time.

VII. Old Business

Ms. Lockhart reports that Domenick has started work on the 3 single family homes on Fayette. She also adds that "A Dogs Day Out" will be coming to the Board on December 19th with their sign application.

VIII. Town Planner Update

IX. Planning Commission Update

Commissioner Kharel reports that the Planning Commission has not met so he does not have an update at this time. Councilwoman Cavazos asks about the status of the playground. Ms. Lockhart updates the Board on the playground stating that she is working on a proposal for the Planning Commission to approve and to then present that to the Town Council for approval and funding.

Mr. Schneider suggests discussing the role the ARB wants to play with updating the Comprehensive Plan at another time.

Councilman Cavazos suggests possible sponsorship for the future playground. Ms. Lockhart states that she has a possible interested sponsor.

X. Town Council Update

Councilwoman Cavazos reports that the last Town Council meeting was held on November 5, 2018. She states that the funds were officially appropriated for the Historic Haymarket Foundation. She adds that Marchant Schneider was re-appointed to the ARB and there was an appeal for 14801 Washington Street which was granted. She concludes her update stating that an agenda item was added prior to their work session to propose a police pay increase and that was also approved.

The Board members and the Planner discuss funding for the gateway signs.

Ms. Lockhart reminds the Board of the Christmas and Holiday Event and the Haymarket Gainesville Business Association meeting.

XI. Adjournment

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bond Cavazos, Councilwoman
SECONDER:	Aayush Kharel, Commissioner
AYES:	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

Submitted:

Approved:

Shelley M. Kozlowski

Ken Luersen

Shelley M. Kozlowski, Clerk of the Council

Ken Luersen, Chairman

