



ARCHITECTURAL REVIEW BOARD

REGULAR MEETING ~ MINUTES ~

Alice Jarrell, Clerk of the Council
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
Haymarket, VA 20169

Wednesday, February 15, 2017

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.

called the meeting to order.

1. Call to Order

Chair Kenneth Luersen: Present, Councilwoman Susan Edwards: Present, Board Member Robert Day: Present, Councilman Connor Leake: Present, Board Member Bond Cavazos: Present, Zoning Administrator Susannah Smith: Present.

2. Pledge of Allegiance

3. Minutes Approval

A. Architectural Review Board - Regular Meeting - Jan 18, 2017 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Connor Leake, Councilman
AYES:	Luersen, Edwards, Day, Leake, Cavazos

4. Citizen's Time

A. Eagle Scout Project - Ethan Marsh

Eagle Scout Storm Drain Stencil - Mr. Marsh proposes to apply his stencil to some of the storm drains within the Town of Haymarket, at no cost to the Town. The project would take place on a weekend day in the Spring; teams of 4-5 boy scouts and chaperones would complete the project. Mr. Marsh has not yet contacted the HOAs within the Town, but wanted to submit his proposal for ARB approval first.

Ms. Edwards asks whether Mr. Marsh has counted the number of storm drains within the Town; Mr. Marsh answers that he will count them himself, as Town Engineer Holly Montague has informed him that the Town does not maintain a comprehensive list of the storm drains. He estimates about 100 drains will be included in the project.

Ms. Edwards inquires about the type of paint to be used. She also asks Mr. Marsh to consider the bike lanes in the town while he is working on the project.

Mr. Marsh answers that he plans to employ a durable, non-latex paint.

Ms. Cavazos asks whether Mr. Marsh has considered adhering a plastic label, instead of stenciling with paint.

Mr. Marsh had considered these, but found that they fade much more quickly than the paint, and also degrade and lose pieces down the storm drain.

Mrs. Marsh, the applicant's mother, clarifies that Ms. Montague had informed them that due to provisions in the Prince William County Ordinance regarding tripping hazards, etc., the stenciled paint would be the best option.

Mr. Leake asks what colors Mr. Marsh has in mind, and whether the troop would continue to

maintain these labels, or whether this is a one-time project.

Mr. Marsh answers that his first choice would be white, followed by a bright yellow. He does not think that the troop plans to maintain the labels, though he would be open to checking on them every year or so.

Mr. Day would like to hear more details on the specific paint to be used in the project.

Ms. Edwards asks what timeframe is expected for the project.

Mr. Marsh hopes to complete the project later in the spring, when the weather allows.

The Board adds this item to the agenda for its April 19th meeting, at which time Mr. Marsh will appear again with answers to the questions posed.

5. Certificate of Appropriateness

A. 6680 Fayette Street - a Dog's Day Out

The project architect, Steve Wagner, presents revised plans in response to feedback from a previous meeting of the Architectural Review Board.

Ms. Cavazos shares a portion from the Architectural Review Board's Style Guidelines, discussing the allowed styles of building. She does not know how the proposed design fits into these guidelines. She asks if Mr. Wagner is open to changing the style of the building.

Mr. Wagner believes that the revised plans have taken the Board's previous comments into account.

Mr. Leake asks whether Mr. Wagner believes the proposed building complements the street; Ms. Cavazos reminds Mr. Wagner that the Board is responsible for preserving the historic appearance of the Town as a whole.

Mr. Day points out that Mr. Wagner has taken the ARB's previous guidance and incorporated it into the revised design.

The Board Members discuss the possibility of additional architectural elements, and Mr. Leake requests that the architect submit new drawings in line with this amended concept.

Ms. Edwards reminds the applicants that, because of the size of the Town, even the back of the building will eventually become someone's front view, so it must not be unsightly.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Connor Leake, Councilman
SECONDER:	Robert Day, Board Member
AYES:	Luersen, Edwards, Day, Leake, Cavazos

B. 14800 Washington Street - Haymarket Baptist Church

Move to remove the Certificate of Appropriateness for the Haymarket Baptist Church from the night's agenda, and defer it until the Architectural Review Board's regularly scheduled March meeting to allow for further work by Town staff.

RESULT:	TABLED [4 TO 0]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Connor Leake, Councilman
AYES:	Susan Edwards, Robert Day, Connor Leake, Bond Cavazos
ABSTAIN:	Kenneth Luersen

C. 14600 Washington Street - QBE

Mr. Leake informs the Chairman that he has a personal relationship with the applicant, and thus will be stepping down from the dais and recusing himself from any vote or discussion on this application.

The applicant, Dr. Shawn Landry, being delayed in transit, his representative explains that the new construction has been designed to match the look of the existing building, how the project will fit into the existing and new Ordinances, and how additional parking will be added for the building. He explains that he is seeking the Board's approval for the design of the building's façade at this stage.

The Board Members ask for specific details about parking, plans for the outdoor space, how the design will affect utilities such as heating and cooling, and possible tenants for the building.

Move to approve ZP2017-003 for by HPG, Shawn Landry at 14600 Washington Street.

RESULT:	ADOPTED [4 TO 0]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Bond Cavazos, Board Member
AYES:	Kenneth Luersen, Susan Edwards, Robert Day, Bond Cavazos
ABSTAIN:	Connor Leake

6. Announcements

Town Council Update (Susan Edwards and Connor Leake)

The TANV (Town Association of Northern Virginia) Meeting took place earlier that day in the Town of Haymarket.

Of particular interest was the topic of short-term rentals (such as AirBNB offerings) within Towns, and how they can be regulated.

The Town has appointed a new Town Treasurer, Roberto Gonzalez, and is currently recruiting a new Clerk of Council / Office Manager.

Town Staff are working on preparations for the Town to upgrade its web site, and continue to update the present one in the mean while.

The Town's Earth Day Celebration on April 22nd will involve collaboration with the senior class from Battlefield High School to begin work on the site of the Haymarket Community Park. Ms. Edwards invites anyone interested to email her with possible tasks that could be tackled as projects on the day.

Chairman Luersen asks whether Town Staff have had any information about the retaining wall that VDOT is erecting in front of Chick-Fil-A as part of the construction work on Route 55.

The Town Planner says that she will speak with the Town Engineer to find out more details, but that the ARB can give input on the options for the final look of the wall.

The final site plan for SHEETZ has been approved and construction will begin in March. Closure of the pumps will take place in phases and will be as efficient as possible, but there will be a 6-8 window when the gas pumps are closed completely.

7. New Business

No new business was discussed at this time.

8. Old Business

Discussion of Review Process

Ms. Smith presents examples of applications from another small town with stringent architectural and design guidelines. She suggests some changes to the current review process that would allow for more

guidance by Town Staff and more complete information for the Board Members to use in making their decisions.

Ms. Cavazos and Ms. Edwards would like to see this sort of guidance in future, and would support an earlier deadline to allow for proper consideration of applications by staff and Board Members.

Mr. Luersen suggests a tiered system of timelines, since a simple residential alteration should not take as much time to evaluate, and a very early deadline might be a source of frustration for residents who would like to move forward on their projects.

Ms. Smith suggests that the amended procedure could be added to the Zoning Ordinance. She will meet with the Town Manager to discuss this, and the Board can revisit the matter at its next meeting.

VDOT / Town of Haymarket Welcome Signs

Ms. Smith says that, at the Board's request, she had asked with the Town Engineer on this matter, who told her that the Board and VDOT had already spoken about it. Mr. Luersen thinks that the communications were mostly verbal, and fell through the cracks.

Ms. Edwards suggests contacting Mr. Steve Shannon, a Town resident and Commissioner who also works for VDOT.

Mr. Leake says that he will be happy to reach out to Mr. Shannon on this matter.

9. Adjournment

A. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Susan Edwards, Councilwoman
SECONDER:	Connor Leake, Councilman
AYES:	Luersen, Edwards, Day, Leake, Cavazos

Submitted:

Approved:

Alice Jarrell, Clerk of Council

Ken Luersen, Chairman