



# ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, September 18, 2024 at 7:00 PM

Council Chambers – 15000 Washington St., STE 100 Haymarket, VA 20169

<http://www.townofhaymarket.org/>

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## MINUTES

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### I. CALL TO ORDER

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

Chairman Marchant Schneider called the meeting to order.

PRESENT: Chairman Marchant Schneider; Vice Chairman Benjamin Barben; Board Member Chuck Mason; Commissioner Justin Baker; Board Member Joanna Mason;

### II. PLEDGE OF ALLEGIANCE

Chairman Marchant Schneider invited everyone to stand for the Pledge of Allegiance.

### III. CITIZENS TIME

There were no citizens present at this evening's meeting.

### IV. MINUTE APPROVAL

1. Architectural Review Board - Regular Meeting - 8.21.24

**Vice Chairman Barben moved to approve the August 21, 2024 minutes, as presented. Seconded by Board Member C. Mason. All were in favor.**

### V. AGENDA ITEMS

1. Architectural Review Board Guidelines Update Discussion:

Town Planner Thomas Britt gave a recap from the previous meeting. He referenced a new map of the structures on the provided packet page 5. The houses shown in navy blue are the existing inventory, while the light blue is the new inventory, and the red are the ones that have been demolished. This does not match the comprehensive plan right now, but he'll make sure all buildings are accounted for as far as what is contributing and what is historic. The map provided is a new point of reference for the board, and some thought should be given to what to name some of the structures referenced. Chair Marchant Schneider wanted to clarify the dark blue is existing inventory that are structures from the comprehensive plan. The light blue are in addition to the contributing resources that are after 1950. Vice Chairman Benjamin Barben clarified that the light blue wouldn't necessarily be after 1950 just stuff that is added to the inventory that meets the requirements but not on the comprehensive plan. The table in Appendix D on page 30 is the updated inventory and what is in that table is reflected graphically on the map.

Chairman Schneider raised the question of how to visualize and blend the two effectively. He suggested creating a list with specific characteristics and architectural elements to help

determine what is eligible. He proposed the first criteria could focus on inventory that has a unique story or characteristic or something that tells a town story. The second level of criteria could speak or address a different time period, while the third tier could review any new development within the town for architectural style and construction.

Mr. Britt incorporated some changes in the guidelines and shared some examples. He mentioned he has not combined sections 2 and 3, as previously suggested. Mr. Britt requested further feedback on those sections to avoid repeating the language. Discussion followed regarding formatting and regrouping by general topic, for example, these are elements not tied to a structure, and then those specific to the structure (colors, materials, chimneys, etc.). Board member Barben mentioned clarifying what elements are administratively approved versus ARB approved. Discussion followed regarding what language could be incorporated to clarify this approval and use more consistent language. Also, the need to define what ARB is. Appendix lettering needs to be reviewed and reordered as necessary. Further discussion followed concerning grammar and consistencies. Chairman Schneider requested the changes and formatting that were discussed today be made and brought back for next month's meeting.

## **VI. OLD BUSINESS**

Town Planner is still in discussion with the business owner of Cookies & Cream/Ghosted Concepts, mostly about temporary signage. Regarding Bleight Drive townhomes, we are working with the applicant on providing applications for COA's for demolition of those structures and applications for elevations.

## **VII. NEW BUSINESS**

Town Planner Thomas Britt mentioned the Bleight Drive townhome applications. Saint Paul's Church submitted an application today for roof modifications, which will be coming before the board next month. Fayette house construction is progressing well. Kiddie Academy construction continues and are expected to apply for signage within the next couple of months. Additionally, we are working with Lifetime Smiles on signage requirements.

## **VIII. PLANNING COMMISSION UPDATES**

Town Planner Thomas Britt gave the Planning Commission updates. He shared that over the past few months he's been working with Chick-fil-A for a proposed expansion of their drive-thru space requiring removing the landscaping buffer and dividing Virginia National Banks parking lot. The Planning Commission voted 4-0 recommending a denial of the application. He shared it will be discussed at the Council Work Session this month. He shared the Karter School has resubmitted its preliminary site plan and has reworked some design elements, so it is currently being reviewed. No other site plans have been submitted.


## **IX. TOWN COUNCIL UPDATES**

Chairman Schneider provided the Town Council updates. He mentioned Haymarket Day is scheduled for October and volunteers are needed, and the Youth in Government Program will also be starting up again in October. The first Walking Tour is set for Thursday, September 26. Additionally, he reminded everyone that elections are approaching in November. Chairman Schneider announced that he will not be seeking re-election for the Town Council.

## **X. ADJOURNMENT**

**With nothing further before the Board, Chairman Schneider made a Motion to Adjourn. Commissioner Baker seconded the motion. All were in favor.**

Submitted By:

  
Alexandra Elswick, Deputy Clerk

  
Benjamin Barben, Vice Chairman