ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, October 16, 2024 at 7:00 PM

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

http://www.townofhaymarket.org/

AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS TIME

IV. MINUTE APPROVAL

V. AGENDA ITEMS

1. ZP2024-1001: Sign Application, 15111 Washington Street, Suite 113
2. ZP2024-1002: Sign Application, 15234 Washington Street
3. ZP2024-0910: Roof Replacement, 6750 Fayette Street
4. ZP2024-0908: Demolition, 6700, 6710, 6720 Bleight Drive
5. ZP2024-0907: Bleight Drive Townhomes Exterior Elevations
6. Discussion: Architectural Review Board Guidelines Update

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. PLANNING COMMISSION UPDATES

IX. TOWN COUNCIL UPDATES

X. ADJOURNMENT

Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Thomas Britt
TOWN PLANNER

MEMORANDUM

TO: Architectural Review Board
FROM: Thomas Britt
DATE: October 9, 2024
SUBJECT: ZP #2024-1001 15111 Washington Street Suite 113, Monroe Bay Oysterette Sign Application

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APPLICATION SUMMARY:

Business/Applicant: Jason Hardy/Monroe Bay Oysterette
Street Address: 15111 Washington Street Suite 113
Proposed Alteration: Sign Installation
Applicant's Brief Description of the Activity: Installation of signage for tenant of Winterham Building

Town Planner Assessment		
Zoning Ordinance	**Application Details**	**Staff Response**
Sec. 58-16.8 Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	The proposed alteration is visible from the public right of way. The sign meets the requirements of the zoning ordinance.
Sec. 58-16.8 (1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	The proposed alteration is visible from the public right of way. Sign is metal with painted lettering.
Sec. 58-16.8 (2) General Design Arrangement	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	The design is in keeping with the guidelines.
Sec. 58-16.8 (3) Texture, material and color	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior	The design and materials are in keeping with the guidelines.

	illumination for sign from the building.	The color is the branding of the tenant's business.
Sec. 58-16.8 (4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.
Sec. 58-16.8 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.
Sec. 58-16.8 (6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the Town	Not applicable	Not applicable
Sec. 58-16.8 (7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	This matter is at the discretion of the ARB
Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by: (a) Maintaining and increasing real estate values (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and artisans, and new residents	Addition of 9sqft metal hanging sign for tenant of Winterham Property. Height is 10ft from floor. Exterior illumination for sign from the building.	These matters are at the discretion of the ARB

(e) Encouraging study of and interest in American history (f) Stimulating interest in and study of architecture and design (g) Educating citizens in American culture and heritage (h) Making the Town a more attractive and desirable place in which to live		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site – 15111 Washington Street Suite 113	The main structure/site IS NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site – 15111 Washington Street Suite 113	The site is not one of those listed as a potential archaeological site in the Comprehensive Plan
Architectural Review Board Historic Guidelines		
I. Introduction (E) Community Design and the Comprehensive Plan	Site – 15111 Washington Street Suite 113	B-2 Property
II. Streetscape and Site Design		
II. (a) Washington Street Enhancement Project	Not applicable	Not applicable
II. (b) Streetscapes Other Than Washington Street	Not applicable	Not applicable
II. (c) Fences and Walls		
II. (d) Lighting (Free Standing/Posts)	Not Applicable	Not Applicable
II. (e) Telecommunication Dishes, Drums and Towers	Not Applicable	Not Applicable
II. (f) Screening	Not Applicable	Not Applicable
III. New Construction and Additions to Existing Non-Historic and Non-Contributing Structures		
III. (a) General Guidelines	*"to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures"*	These matters are at the discretion of the ARB
III. (b) Colors		Not Applicable
III. (c) Exterior Elements		Not Applicable
III. (d) Chimneys	Not Applicable	Not Applicable
III. (e) Roofing	Not Applicable	Not Applicable

III. (f) Lighting, (attached to structure)	None	None
III. (g) Windows and Doors	Not Applicable	Not Applicable
III. (h) Decks	Not Applicable	Not Applicable
III. (i) Handicapped Ramps	Not Applicable	Not Applicable
III. (j) Awnings	Not Applicable	Not Applicable
IV. Guidelines for Alterations or Additions to Historic Structures or Contributing Structures		
IV. (a) General Guidelines	Not Applicable	Not Applicable
V. Signage	Not Applicable	Not Applicable, not historic or contributing
VI. Demolition Guidelines	Not Applicable	Not Applicable
VII. Situations Not Covered, Additional Requirements	Not Applicable	Not Applicable

STAFF RECOMMENDATION:

Based on the above assessment of the proposed installation of signage at 15111 Washington Street Suite 113, the Town Planner recommends approval of the application.

Draft Motion: "I move the Board approve the COA for ZP#2024-1001, for the sign installation at 15111 Washington Street Suite 113."

Or an alternate motion.

RECEIVED OCT 01 2024

ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-1001

NOTE: This application must be filled out completely and all components of submission requirements must be met before the application can be accepted and scheduled for review/hearing.

ZONING ACTIVITY: ☐New Construction ☐Alteration/Repair ☐Addition ☑Sign (See Spec sheet)
(Check all that apply) ☐New Tenant/Use ☐Change of Use ☐Relocation

NAME OF BUSINESS/APPLICANT: Monroe Bay Oyster Hz

PROPOSED USE: Sgr Size (Sq. Ft./Length) of Construction: _____

SITE ADDRESS: 15111 Washington St Suite 113 Parcel ID #: _____

Subdivision Name: _____ Lot Size: _____

ZONING DISTRICT: ☐ R-1 ☐ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1

Special Use Permit Required: ☐ Yes ☐ No Site Plan Required: ☐ Yes ☐ No

Off-street Parking: Spaces Required: _____ Spaces Provided: _____

BRIEF DESCRIPTION OF ACTIVITY: (*i.e. previous use, height/length of fencing,deck specs, etc.*)

Business Sign

Supporting Documentation (*attached*): ☐ Narrative ☐ Plan/Plat ☐ Specification Sheet

FEE: ☐ $25.00 Residential ☑ $50.00 Commercial

CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (***i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail***)

Supporting Documentation (*attached*): ☐ Specification Sheet ☐ Photograph(s)

PERMIT HOLDER INFORMATION			PROPERTY OWNER INFORMATION		
Jason Hardy			Winterham II LLC		
Name			Name		
15111 Washington Street Suite 113			4919 BETHESDA AVE STE 200		
Address			Address		
Haymarket	VA	20169	Bethesda	MD	20814
City	State	Zip	City	State	Zip
	jason@konatsuco.com				
Phone#	Email		Phone#		Email

APPLICANT / PROPERTY OWNER SIGNATURE ********REQUIRED********

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein is correct. Construction of improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket and any additional restrictions and/or conditions prescribed by the Architectural Review Board (ARB), Planning Commission, or the Town Council and all other applicable laws.

Applicant Signature

Property Owner Signature

OFFICE USE ONLY

CK 0534

Date Filed: 10/1 Fee Amount: $50 - Date Paid: 10/1/24

DATE TO ZONING ADMINISTRATOR: _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL:_____ ❑DEFERRED UNTIL:_____

SIGNATURE *PRINT*

CONDITIONS:

DATE TO ARCHITECTURAL REVIEW BOARD (ARB):_____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL:_____

SIGNATURE *PRINT*

CONDITIONS:

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL:_____ ❑DEFERRED UNTIL:_____

TOWN COUNCIL {where required):

SIGNATURE *PRINT*

CONDITIONS:

Site Location:
15111 Washington Street Suite 113

SIGN SPECIFICATION SHEET

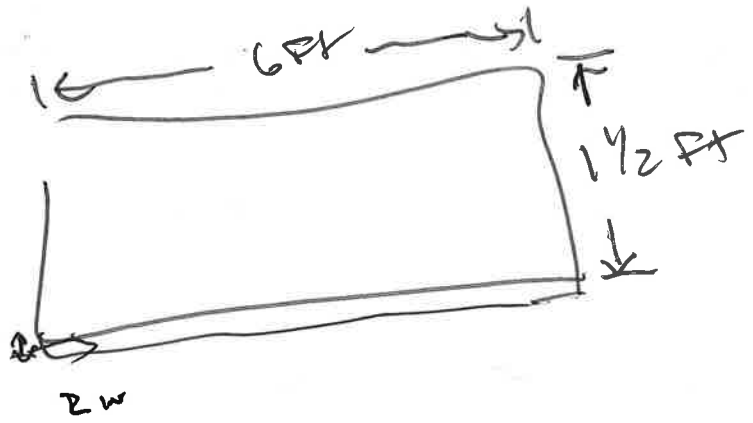
SIGN 1:

Type of Sign: ☐Wall ☒Hanging ☐Freestanding ☐Menu ☐Individual Letter ☐Window
☐Other _____

Height above Ground at Signs: Lower Edge: 8½ ft Upper Edge: 10 ft
Height of Sign Structure: 1½ ft Sign Width: 2 in Length: 6 ft Area in Sq Ft: 9sqft
Number of Faces: 1 Sign Material/Color/Font: treated wood
Location of Sign (Include photo): above entrance
Lighting Type/Fixture (No internal illumination is allowed): Existing light shown in photo

SIGN 2:

ndividual Letter ☐Window



Area in Sq Ft:_____

ividual Letter ☐Window

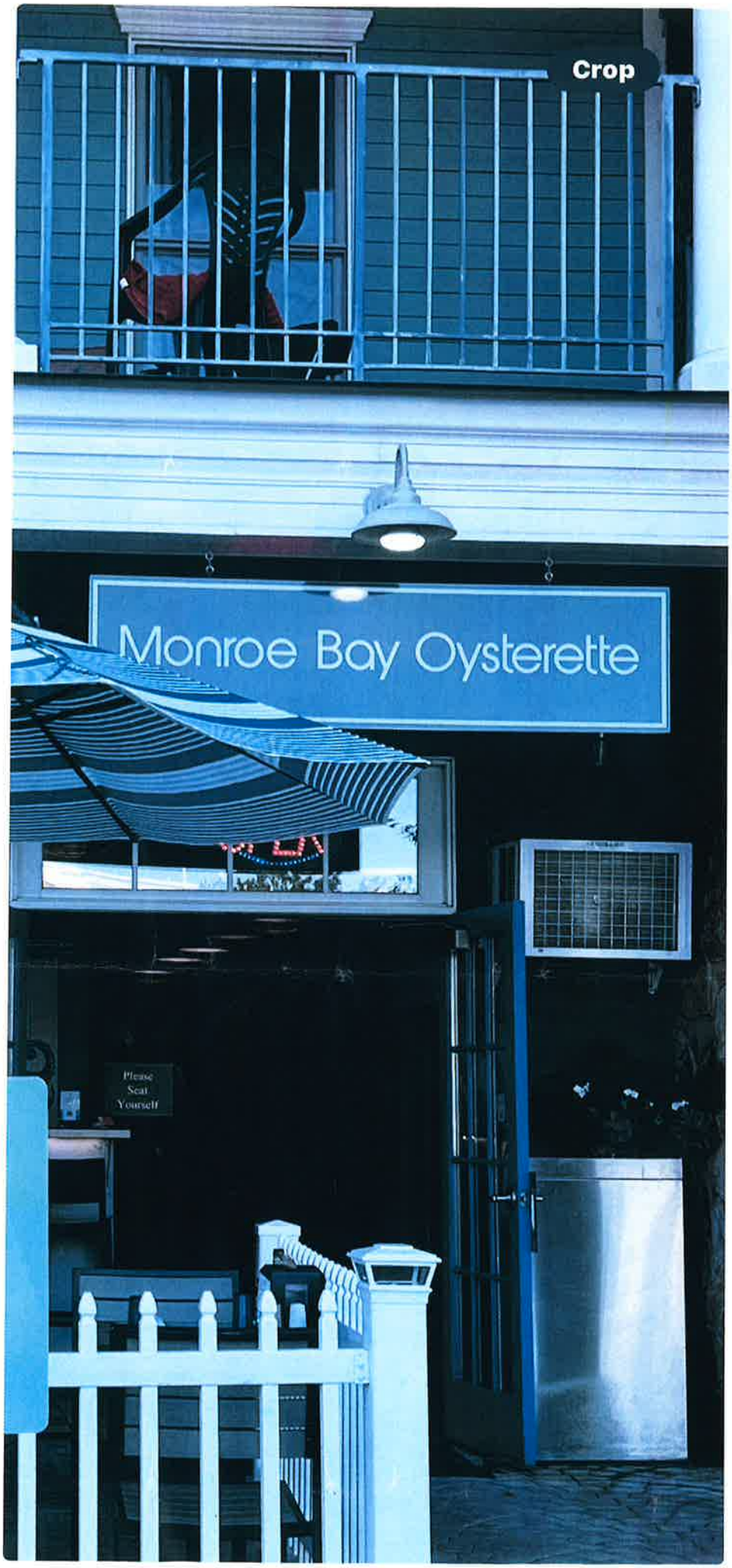
Length:_____ Area in Sq Ft:_____
Number of Faces: _____ Sign Material/Color/Font:_____
Location of Sign (Include photo): _____
Lighting Type/Fixture (No internal illumination is allowed): _____

SIGN 4:

Type of Sign: ☐Wall ☐Hanging ☐Freestanding ☐Menu ☐Individual Letter ☐Window
☐Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____
Height of Sign Structure:_____ Sign Width:_____ Length:_____ Area in Sq Ft:_____
Number of Faces: _____ Sign Material/Color/Font:_____
Location of Sign (Include photo): _____
Lighting Type/Fixture (No internal illumination is allowed): _____

Ethel's
CURBSI
PICK U
ZONE



14pt

16in 6pt

(2in thick)

Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Thomas Britt
TOWN PLANNER

MEMORANDUM

TO: Architectural Review Board
FROM: Thomas Britt
DATE: October 9, 2024
SUBJECT: ZP #2024-1002, 15234 Washington Street, Lifetime Smiles Sign Installation

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APPLICATION SUMMARY:

Business/Applicant: Lifetime Smiles Dentistry
Street Address: 15234 Washington Street
Proposed Alteration: Sign Installation
Applicant's Brief Description of the Activity: Addition of signage for Lifetime Smiles dentist office.

Town Planner Assessment		
Zoning Ordinance	**Application Details**	**Staff Response**
Sec. 58-16.8 Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	The proposed alteration is visible from the public right of way. The signage meets the requirements for the zoning ordinance.
Sec. 58-16.8 (1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	The proposed alteration is visible from the public right of way.
Sec. 58-16.8 (2) General Design Arrangement	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	The design is in keeping with the guidelines.
Sec. 58-16.8 (3) Texture, material and color	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	Signage is black acrylic. The design and materials are in keeping with the guidelines.

Sec. 58-16.8 (4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.
Sec. 58-16.8 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings. Please see attached photos of neighboring buildings.
Sec. 58-16.8 (6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the Town	Not applicable	Not applicable
Sec. 58-16.8 (7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	This matter is at the discretion of the ARB
Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by: (a) Maintaining and increasing real estate values (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and artisans, and new residents (e) Encouraging study of and interest in American history	Addition of 25sqft channel letter signage at 15234 Washington Street for Lifetime Smiles dentist office. Sign is 15ft in height.	These matters are at the discretion of the ARB

(f) Stimulating interest in and study of architecture and design (g) Educating citizens in American culture and heritage (h) Making the Town a more attractive and desirable place in which to live		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site – 15234 Washington Street	The main structure/site IS NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site – 15234 Washington Street	The site is not one of those listed as a potential archaeological site in the Comprehensive Plan
Architectural Review Board Historic Guidelines		
I. Introduction (E) Community Design and the Comprehensive Plan	Site – 15234 Washington Street	B-2 Property
II. Streetscape and Site Design		
II. (a) Washington Street Enhancement Project	Not applicable	Not applicable
II. (b) Streetscapes Other Than Washington Street	Not applicable	Not applicable
II. (c) Fences and Walls		
II. (d) Lighting (Free Standing/Posts)	Not Applicable	Not Applicable
II. (e) Telecommunication Dishes, Drums and Towers	Not Applicable	Not Applicable
II. (f) Screening	Not Applicable	Not Applicable
III. New Construction and Additions to Existing Non-Historic and Non-Contributing Structures		
III. (a) General Guidelines	*"to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures"*	These matters are at the discretion of the ARB
III. (b) Colors		The sign colors are neutral and fit with the designs in the surrounding area.
III. (c) Exterior Elements		Not Applicable
III. (d) Chimneys	Not Applicable	Not Applicable
III. (e) Roofing	Not Applicable	Not Applicable
III. (f) Lighting, (attached to structure)	None	None
III. (g) Windows and Doors	Not Applicable	Not Applicable

III. (h) Decks	Not Applicable	Not Applicable
III. (i) Handicapped Ramps	Not Applicable	Not Applicable
III. (j) Awnings	Not Applicable	Not Applicable
IV. Guidelines for Alterations or Additions to Historic Structures or Contributing Structures		
IV. (a) General Guidelines	Not Applicable	Not Applicable
V. Signage	Not Applicable	Not Applicable, not historic or contributing
VI. Demolition Guidelines	Not Applicable	Not Applicable
VII. Situations Not Covered, Additional Requirements	Not Applicable	Not Applicable

STAFF RECOMMENDATION:

Based on the above assessment of the proposed signage at 15234 Washington Street, the Town Planner recommends approval of the installation.

Draft Motion: "I move the Board approve the COA for ZP#2024-1002, for the sign installation at 15234 Washington Street."

Or an alternate motion.

Payment Received October 3 2024

ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-1002

NOTE: This application must be filled out completely and all components of submission requirements must be met before the application can be accepted and scheduled for review/hearing.

ZONING ACTIVITY: ☐New Construction ☐Alteration/Repair ☐Addition ■Sign (See Spec sheet)
(Check all that apply) ☐New Tenant/Use ☐Change of Use ☐Relocation

NAME OF BUSINESS/APPLICANT: Lifetime Smiles PLLC

PROPOSED USE: Identify Business Size (Sq. Ft./Length) of Construction: 86

SITE ADDRESS: 15234 Washington St Haymarket VA 20169 Parcel ID #: _____

Subdivision Name: Quarles Lot Size: _____

ZONING DISTRICT: ☐ R-1 ☐ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1

Special Use Permit Required: ☐ Yes ☐ No Site Plan Required: ☐ Yes ☐ No

Off-street Parking: Spaces Required: _____ Spaces Provided: _____

BRIEF DESCRIPTION OF ACTIVITY: (*i.e. previous use, height/length of fencing,deck specs, etc.*)
Black acrylic sign to identify Lifetime Smiles. 1 inch thick acrylic dimensional letters. Flush stud mounted. 24 inch and 10 inch letters.

Supporting Documentation (*attached*): ☐ Narrative ☐ Plan/Plat ☐ Specification Sheet

FEE: ☐ $25.00 Residential ■ $50.00 Commercial

CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (***i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail***)

Supporting Documentation (*attached*): ☐ Specification Sheet ☐ Photograph(s)

PERMIT HOLDER INFORMATION	PROPERTY OWNER INFORMATION
Lifetime Smiles PLLC	Washington Street Real Estate Holding LLC
Name	Name
Mansur Rahim	Mansur Rahim
Address	Address
15234 Washington St Haymarket VA 20169	15234 Washington St Haymarket VA 20169
City State Zip	City State Zip
7039651977 rahim.mansur@gmail.com	7039651977 rahim.mansur@gmail.com
Phone# Email	Phone# Email

APPLICANT / PROPERTY OWNER SIGNATURE ********REQUIRED********

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein is correct. Construction of improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket and any additional restrictions and/or conditions prescribed by the Architectural Review Board (ARB), Planning Commission, or the Town Council and all other applicable laws.

Applicant Signature

Property Owner Signature

OFFICE USE ONLY

Date Filed: _____ Fee Amount: _____ Date Paid: _____

DATE TO ZONING ADMINISTRATOR: _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

SIGNATURE *PRINT*

CONDITIONS:

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

SIGNATURE *PRINT*

CONDITIONS:

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

TOWN COUNCIL {where required):

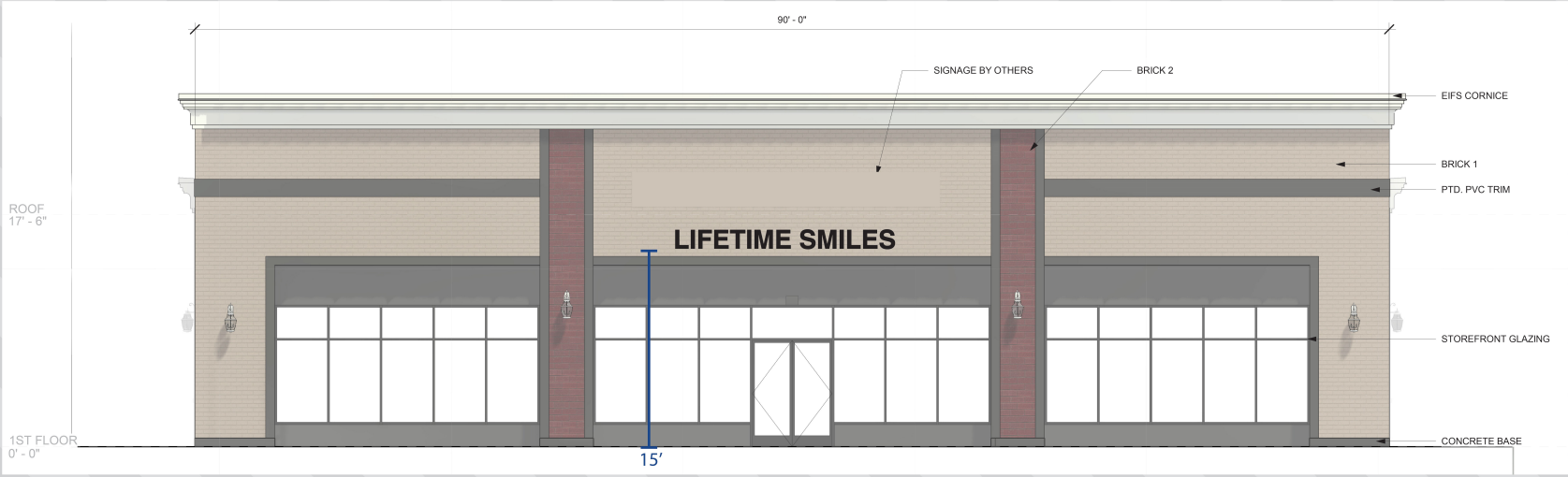
SIGNATURE *PRINT*

CONDITIONS:

Site Location:
15234 Washington Street

LIFETIME SMILES

199" x 18.1" Dimensional Letters (x1)
25 sqft



FASTSIGNS®
Make Your Statement℠
21240 Ashburn Crossing Drive, Suite 145, Ashburn, VA 20147
703-435-8807 263@fastsigns.com

Account: Lifetime Smiles
Client Rep: Sarah Drawn By: Gina
Folder/File:
LifetimeSmiles_Dim_8-8-24

SPECIAL NOTES / FONTS

COLOR(S)

BLACK

LOCATION:

XXXXXXXXXXXX
XXXXXXXXXXXX

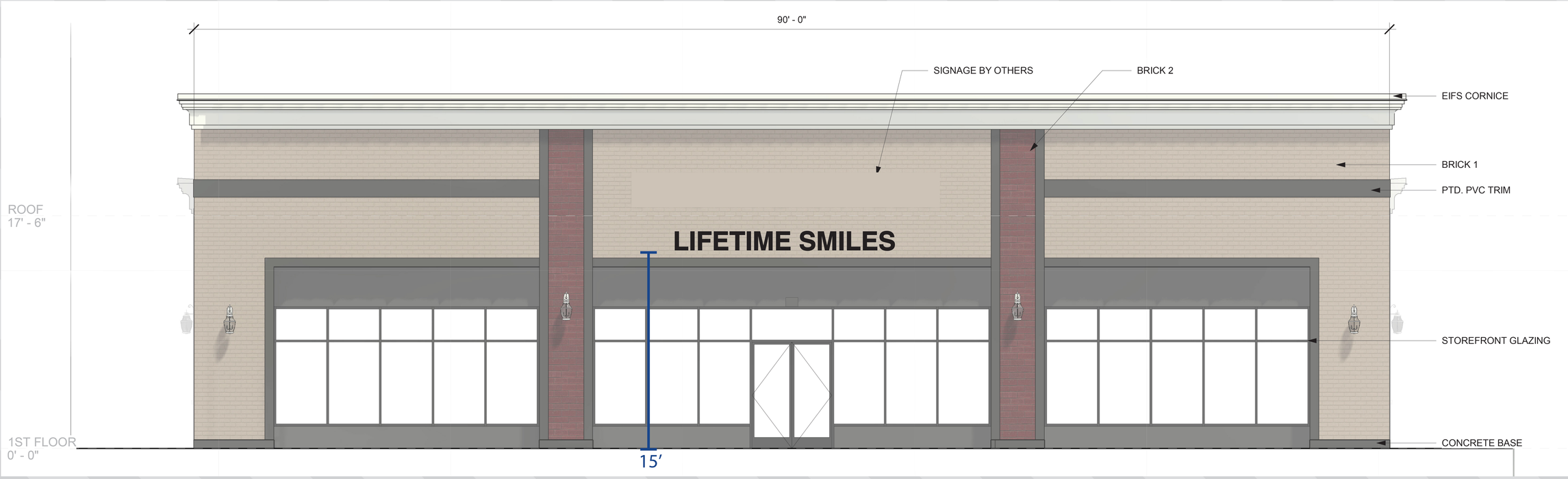
VIRGINIA NATIONAL BANK

Chick-fil-A

LIFETIME SMILES

199″ x 18.1″ Dimensional Letters (x1)

25 sqft



FASTSIGNS®

Make Your Statement℠

21240 Ashburn Crossing Drive, Suite 145, Ashburn, VA 20147

703-435-8807 263@fastsigns.com

Account: Lifetime Smiles

Client Rep: Sarah Drawn By: Gina

Folder/File:

LifetimeSmiles_Dim_8-8-24

SPECIAL NOTES / FONTS

COLOR(S)

BLACK

LOCATION:

XXXXXXXXXXXX

XXXXXXXXXXXX

VIRGINIA NATIONAL BANK

Chick-fil-A
E3

Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Thomas Britt
TOWN PLANNER

MEMORANDUM

TO: Architectural Review Board
FROM: Thomas Britt
DATE: October 9, 2024
SUBJECT: ZP #2024-0910, 6750 Fayette Street Roof Replacement

APPLICATION SUMMARY:

Business/Applicant: Lifetime Smiles Dentistry
Street Address: 6750 Fayette Street
Proposed Alteration: Sign Installation
Applicant's Brief Description of the Activity: Replacement of existing roof for church offices.

Town Planner Assessment		
Zoning Ordinance	**Application Details**	**Staff Response**
Sec. 58-16.8 Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	The proposed alteration is visible from the public right of way. The materials are in compliance with the zoning ordinance.
Sec. 58-16.8 (1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	The proposed alteration is visible from the public right of way.
Sec. 58-16.8 (2) General Design Arrangement	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	The design is in keeping with the guidelines.
Sec. 58-16.8 (3) Texture, material and color	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	Shingles are black asphalt. The design and materials are in keeping with the guidelines.

Sec. 58-16.8 (4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.
Sec. 58-16.8 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings. The roof color would match St Michael's Academy at 6735 Fayette Street.
Sec. 58-16.8 (6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the Town	Not applicable	Not applicable
Sec. 58-16.8 (7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	This matter is at the discretion of the ARB
Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by: (a) Maintaining and increasing real estate values (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and artisans, and new residents (e) Encouraging study of and interest in American history	Replacement of existing metal roof of church offices with asphalt shingles, then replacement of the gutters and downspouts	These matters are at the discretion of the ARB

(f) Stimulating interest in and study of architecture and design (g) Educating citizens in American culture and heritage (h) Making the Town a more attractive and desirable place in which to live		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site – 6750 Fayette Street	The main structure/site IS listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site – 6750 Fayette Street	The site is not one of those listed as a potential archaeological site in the Comprehensive Plan.
Architectural Review Board Historic Guidelines		
I. Introduction (E) Community Design and the Comprehensive Plan	Site – 6750 Fayette Street	R-1 Property
II. Streetscape and Site Design		
II. (a) Washington Street Enhancement Project	Not applicable	Not applicable
II. (b) Streetscapes Other Than Washington Street	Not applicable	Not applicable
II. (c) Fences and Walls		
II. (d) Lighting (Free Standing/Posts)	Not Applicable	Not Applicable
II. (e) Telecommunication Dishes, Drums and Towers	Not Applicable	Not Applicable
II. (f) Screening	Not Applicable	Not Applicable
III. New Construction and Additions to Existing Non-Historic and Non-Contributing Structures		
III. (a) General Guidelines	*"to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures"*	These matters are at the discretion of the ARB
III. (b) Colors		The colors for the siding proposed are outside of the Historic Color Palette, the colors proposed are neutral and do not distract from streetscape and neighborhood character.
III. (c) Exterior Elements		Not Applicable
III. (d) Chimneys	Not Applicable	Not Applicable
III. (e) Roofing	Not Applicable	Not Applicable

III. (f) Lighting, (attached to structure)	None	None
III. (g) Windows and Doors	Not Applicable	Not Applicable
III. (h) Decks	Not Applicable	Not Applicable
III. (i) Handicapped Ramps	Not Applicable	Not Applicable
III. (j) Awnings	Not Applicable	Not Applicable
IV. Guidelines for Alterations or Additions to Historic Structures or Contributing Structures		
IV. (a) General Guidelines	See excerpt from ARB Guidelines below	The roof replacement alters a structure considered historic per the zoning ordinance and alters the appearance of the structure relative to St Paul's Church. St Paul's church is listed on the National Register for Historic Places.
V. Signage	Not Applicable	Not Applicable, not historic or contributing
VI. Demolition Guidelines	Not Applicable	Not Applicable
VII. Situations Not Covered, Additional Requirements	Not Applicable	Not Applicable

IV. GUIDELINES FOR ALTERATIONS OR ADDITIONS TO HISTORIC STRUCTURES OR CONTRIBUTING STRUCTURES

A. GENERAL GUIDELINES:

- Any exterior alteration or addition to a historic structure has the potential to radically alter the structure's appearance and/or obscure its historic significance. When an alteration or addition is planned, it shall be designed and constructed in a manner consistent with the architecture and design elements of the period of initial construction and not detract from the character-defining features of the historic structure. To this end, the ARB shall examine the proposed modifications to the historic structure and determine if such proposed modification would detract from the significance or integrity of the structure.
- The following considerations shall be met in any renovation or addition to a historic structure:
    1. The size and scale of any alteration or addition shall be limited so as not to compromise the integrity of the historic structure or the surrounding structures.
    2. The alteration or addition must use materials, level of detail, fasteners, finishes and colors that are consistent with the historic structure's period of construction and should take into account compatibility with surrounding structures.
    3. The alteration or addition must incorporate the design elements and principles of the existing structure.
    4. Original siding materials shall be repaired and retained, rather than removed or covered. If replacement must be made, and is approved by the ARB, it must be with like materials. Replacing original wood siding with cement siding products, such as Hardiplank siding, is not permitted.

5. Existing paint may be removed if done in a manner that will not damage the surface of the structure. Such method of paint removal shall be reviewed in advance by the ARB if such facility is a historic building.

STAFF RECOMMENDATION:

Based on the above assessment of the roof replacement and downspout/gutter replacement, the Town Planner recommends approval of the installation of the downspouts and gutters. The Town Planner recommends further discussion of the historic significance of the church offices relative to St Paul's Church.

Draft Motion: To be discussed by the ARB in the meeting.

Site Location:
6750 Fayette Street

ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-0910

NOTE: This application must be filled out completely and all components of submission requirements must be met before the application can be accepted and scheduled for review/hearing.

ZONING ACTIVITY: ☐New Construction ☒Alteration/Repair ☐Addition ☐Sign (See Spec sheet)
(Check all that apply) ☐New Tenant/Use ☐Change of Use ☐Relocation

NAME OF BUSINESS/APPLICANT: St. Paul's Episcopal Church / The Rev. Sean Rousseau

PROPOSED USE: Church Size (Sq. Ft./Length) of Construction: Roof / Gutters / Downspouts

SITE ADDRESS: 6750 Fayette Street Parcel ID #: _____

Subdivision Name: _____ Lot Size: _____

ZONING DISTRICT: ☒ R-1 ☐ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1

Special Use Permit Required: ☐ Yes ☒ No Site Plan Required: ☐ Yes ☒ No

Off-street Parking: Spaces Required: _____ Spaces Provided: _____

BRIEF DESCRIPTION OF ACTIVITY: (*i.e. previous use, height/length of fencing,deck specs, etc.*)
Replace current Metal Roof with Shingle Roof - Charcoal Black Color -
Replace current Gutters & Downspouts - Aluminum in High Gloss White

Supporting Documentation (*attached*): ☒ Narrative ☒ Plan/Plat ☒ Specification Sheet

FEE: ☐ $25.00 Residential ☐ $50.00 Commercial

CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (***i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail***)

Supporting Documentation (*attached*): ☐ Specification Sheet ☐ Photograph(s)

PERMIT HOLDER INFORMATION			PROPERTY OWNER INFORMATION		
J.M. Design & Remodeling LLC			St. Paul's Episcopal Church		
Name			Name		
8845 Greenstone Lane			6750 Fayette Street		
Address			Address		
Bristow	VA	20136	Haymarket	VA	20169
City	State	Zip	City	State	Zip
571-501-8772			703-431-2839	stpaulsepiscopalhaymarket@	
Phone#	Email		Phone#	Email gmail.com	

APPLICANT / PROPERTY OWNER SIGNATURE ********REQUIRED********

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein is correct. Construction of improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket and any additional restrictions and/or conditions prescribed by the Architectural Review Board (ARB), Planning Commission, or the Town Council and all other applicable laws.

Applicant Signature

Property Owner Signature

OFFICE USE ONLY

Date Filed: 9/18 Fee Amount: 50 Date Paid: 9/19 CK

DATE TO ZONING ADMINISTRATOR: _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL:_____ ❑DEFERRED UNTIL:_____

SIGNATURE *PRINT*

CONDITIONS:

DATE TO ARCHITECTURAL REVIEW BOARD (ARB):_____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL:_____

SIGNATURE *PRINT*

CONDITIONS:

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL:_____ ❑DEFERRED UNTIL:_____

TOWN COUNCIL {where required):

SIGNATURE *PRINT*

CONDITIONS:

ST. PAUL'S EPISCOPAL CHURCH

6750 Fayette Street, Haymarket, VA 20169
Office Phone: 703-753-2443
Email: stpaulsepiscopalhaymarket@gmail.com
Website: www.stpaulsepiscopalhaymarket.org

September 17, 2024

Dear Thomas Britt,

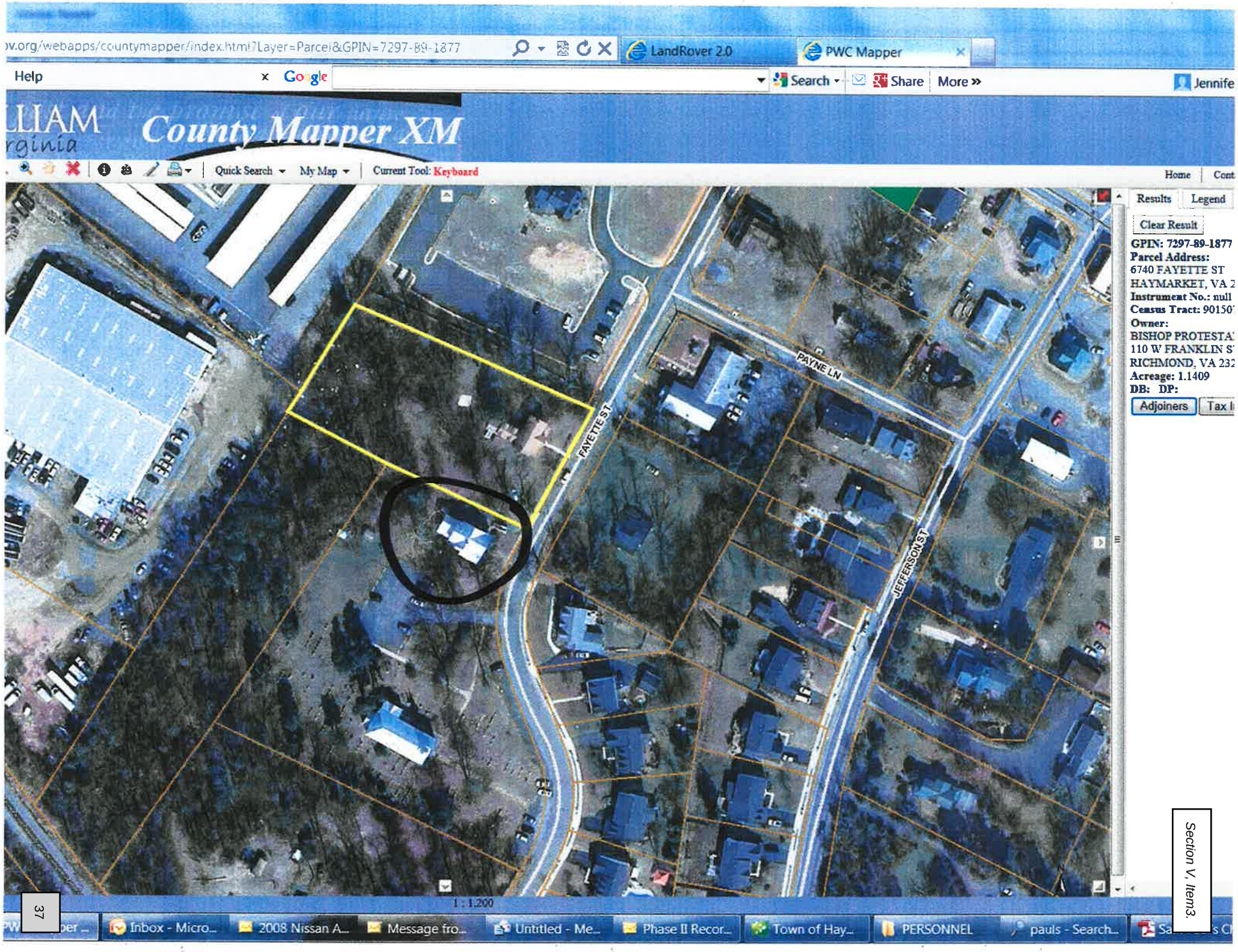
On behalf of St. Paul's Episcopal Church, I am filing an Application and Certificate of Appropriateness with the Town of Haymarket for replacing the Church Office roof, gutters and downspouts at 6750 Fayette Street.

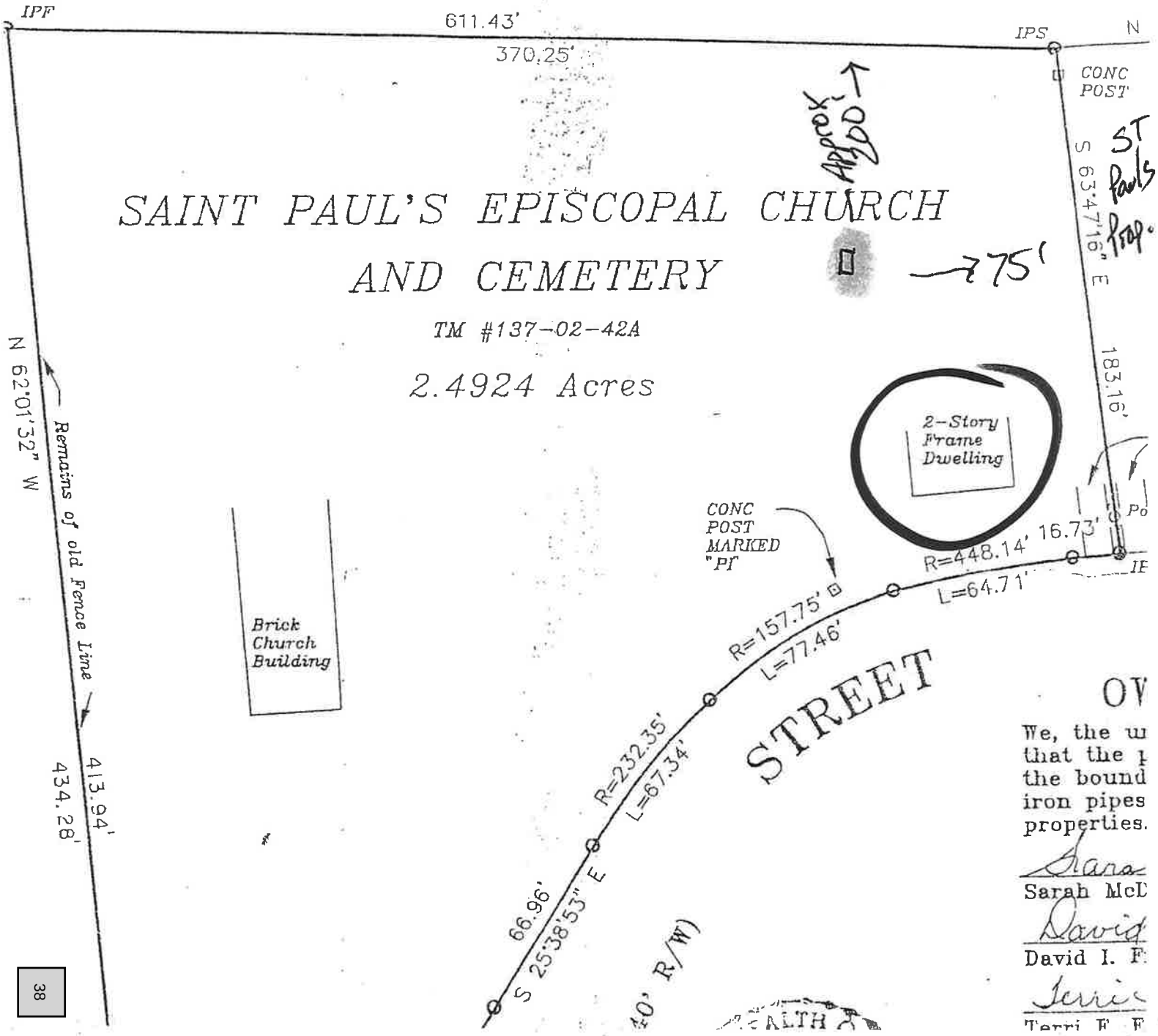
Due to durability and cost, we plan to replace the current metal roof with a shingle roof. The new roof has the following specifications: Landmark Roof Asphalt Shingles in charcoal black color. This color matches the Parish Hall shingle roof which is across the road at 6735 Fayette Street at St. Michael's Academy. We also plan to replace the current 4" aluminum gutters with new 6" aluminum gutters, and the current downspouts with new downspouts. The gutters and downspouts will be high gloss white in color. The following information is included with this letter: Application and Certificate of Appropriateness, property plat, and photos.

Please let me know if you need any additional information, I appreciate your ongoing guidance as we work to keep our buildings and property beautiful. Thank you for your help and attention to this matter.

Sincerely,

The Rev. Sean K. Rousseau
Priest-in-Charge


County Mapper XM
Quick Search
My Map
Current Tool: Keyboard
Home
Results
Legend
Clear Result
GPIN: 7297-89-1877
Parcel Address:
6740 FAYETTE ST
HAYMARKET, VA 2
Instrument No.: null
Census Tract: 90150
Owner:
BISHOP PROTESTA
110 W FRANKLIN S
RICHMOND, VA 232
Acreage: 1.1409
DB: DP:
Adjoiners
FAYETTE ST
PAYNE LN
JEFFERSON ST
1 : 1,200


IPF
611.43'
370.25'
IPS
N
CONC POST
S 63°47'16" E
183.16'
SAINT PAUL'S EPISCOPAL CHURCH
AND CEMETERY
TM #137-02-42A
2.4924 Acres
2-Story Frame Dwelling
CONC POST MARKED "PI"
R=448.14'
16.73'
L=64.71'
R=157.75'
L=77.46'
R=232.35'
L=67.34'
66.96'
S 25°38'53" E
STREET
Brick Church Building
Remains of old Fence Line
N 62°01'32" W
413.94'
434.28'
Approx. ADD
75'
ST Pauls Prop.
We, the
that the
the bound
iron pipes
properties.
Sarah McD
David I. F
Terri F F

Landmark®

30 YEARS WARRANTY

The Trusted Classic

Owning a Landmark roof brings peace of mind. Landmark's dual-layered construction and exceptional durability provide long-lasting protection for your home.

NailTrak™
WIDER NAILING AREA

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UPLIFT PROTECTION

QuadraBond™
ADVANCED LAYERING

15-YEAR 110 MPH WIND WARRANTY UPGRADE TO 130 MPH AVAILABLE

10-YEAR SURESTART PROTECTION INCLUDES MATERIALS AND LABOR COSTS

LIFETIME LIMITED WARRANTY

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Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Thomas Britt
TOWN PLANNER

MEMORANDUM

TO: Architectural Review Board
FROM: Thomas Britt
DATE: October 9, 2024
SUBJECT: ZP #2024-0908: 6700, 6710, 6720 Bleight Drive Demolition COA Application

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APPLICATION SUMMARY:

Business/Applicant: Water Creek Homes

Street Address: 6700, 6710, 6720 Bleight Drive

Proposed Alteration: Request for Demolition COA

Applicant's Brief Description of the Activity: Request to obtain COA for demolition of three single family homes.

Town Planner Assessment		
Zoning Ordinance	**Application Details**	**Staff Response**
Sec. 58-16.8 Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.	Demolition of three single family homes to provide space for 11 townhomes The applicant has supplied a brief narrative as to why the demolition permit has been requested for the structure, along with photo documentation of the structures.	The proposed alteration is visible from the public right of way. The demolition COA is a condition of the site plan approval per the Planning Commission.
Sec. 58-16.8 (1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.	Demolition of three single family homes to provide space for 11 townhomes	The proposed alteration is visible from the public right of way.
Sec. 58-16.8 (2) General Design Arrangement	Demolition of three single family homes to provide space for 11 townhomes	The design is in keeping with the guidelines.

Sec. 58-16.8 (3) Texture, material and color	Demolition of three single family homes to provide space for 11 townhomes	The design and materials are in keeping with the guidelines.
Sec. 58-16.8 (4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings	Demolition of three single family homes to provide space for 11 townhomes	Not Applicable
Sec. 58-16.8 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings	Demolition of three single family homes to provide space for 11 townhomes	Not Applicable
Sec. 58-16.8 (6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the Town	Demolition of three single family homes to provide space for 11 townhomes	The demolition is in a residential area and the proposed site plan is a permitted use and fits the character of the surrounding residences.
Sec. 58-16.8 (7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas	Demolition of three single family homes to provide space for 11 townhomes	This matter is at the discretion of the ARB
Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by: (a) Maintaining and increasing real estate values (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and artisans, and new residents	Demolition of three single family homes to provide space for 11 townhomes	These matters are at the discretion of the ARB

(e) Encouraging study of and interest in American history (f) Stimulating interest in and study of architecture and design (g) Educating citizens in American culture and heritage (h) Making the Town a more attractive and desirable place in which to live		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site – 6700, 6710, 6720 Bleight Drive	The main structures/site ARE NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site – 6700, 6710, 6720 Bleight Drive	The site is not one of those listed as a potential archaeological site in the Comprehensive Plan
Architectural Review Board Historic Guidelines		
I. Introduction (E) Community Design and the Comprehensive Plan	Site – 6700, 6710, 6720 Bleight Drive	R-2 Property
II. Streetscape and Site Design		
II. (a) Washington Street Enhancement Project	Not applicable	Not applicable
II. (b) Streetscapes Other Than Washington Street	Not applicable	Not applicable
II. (c) Fences and Walls		
II. (d) Lighting (Free Standing/Posts)	Not Applicable	Not Applicable
II. (e) Telecommunication Dishes, Drums and Towers	Not Applicable	Not Applicable
II. (f) Screening	Not Applicable	Not Applicable
III. New Construction and Additions to Existing Non-Historic and Non-Contributing Structures		
III. (a) General Guidelines	*"to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures"*	These matters are at the discretion of the ARB
III. (b) Colors		
III. (c) Exterior Elements		Not Applicable
III. (d) Chimneys	Not Applicable	Not Applicable
III. (e) Roofing	Not Applicable	Not Applicable

III. (f) Lighting, (attached to structure)	None	None
III. (g) Windows and Doors	Not Applicable	Not Applicable
III. (h) Decks	Not Applicable	Not Applicable
III. (i) Handicapped Ramps	Not Applicable	Not Applicable
III. (j) Awnings	Not Applicable	Not Applicable
IV. Guidelines for Alterations or Additions to Historic Structures or Contributing Structures		
IV. (a) General Guidelines	Not Applicable	Not Applicable
V. Signage	Not Applicable	Not Applicable, not historic or contributing
VI. Demolition Guidelines	See Below	See Below
VII. Situations Not Covered, Additional Requirements	Not Applicable	Not Applicable

VI. DEMOLITION GUIDELINES

The Town Code has important requirements for all demolition of buildings within the Town.

A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

The Haymarket Comprehensive Plan supports the preservation of the Town's historic resources to the greatest extent possible. Therefore, there must be a compelling reason to demolish a historic structure.

 Applicants must provide a written statement explaining the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.

 In some instances, the ARB may require a structural analysis of the building by a licensed professional engineer regarding the structural integrity of a building prior to a demolition permit decision.

 If an applicant is successful in demonstrating that a historic structure is a candidate for demolition the ARB may approve the demolition request with one or more of the following conditions, depending on the circumstances surrounding the request:

1. Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.
2. Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.
3. The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.
4. The demolition may occur only following receipt of a building permit for the new construction.

ARTICLE XVI. - OLD AND HISTORIC HAYMARKET DISTRICT OVERLAY

Sec. 58-16.1 - Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

'Board' means the Architectural Review Board, abbreviated 'ARB'.

'Altered' means any readily apparent change, including paint.

Sec. 58-16.2 - Purpose and Intent.

The Town of Haymarket seeks to identify, preserve, and enhance landmarks, buildings, structures, and neighborhoods with historical, cultural, and architectural significance to the Town. The historic overlay is intended to implement these goals and ensure that new development is in keeping with the character of Haymarket. The overlay intends to encourage a compatible aesthetic treatment within the Town, promote tourism and visitor opportunities, provide an attractive entry into town, and promote and advance the health, welfare and safety of town residents and visitors.

Sec. 58-16.3 - Creation; boundaries.

(a) In order to preserve the unique culture of the Town, there is hereby established an overlay district to be known as the "Historic Haymarket Overlay" which shall include all that area that lies within the corporate limits of the Town.

(b) Prior to any expansion of the historic district the Town shall identify and inventory all structures being considered for inclusion in such a district and shall establish written criteria to be used in making such determination. The Town shall identify all landmarks and designate by ordinance any resource as part of a local historic district, subsequent to soliciting public input in a manner consistent with Code of Virginia, §15.2-2204. The owners of such property proposed for designation shall be given written notice of the public hearing on the ordinance.

(c) The town may annually consider updates to the boundaries of the Historic Haymarket Overlay so that it is expanded to include newly identified historic resources, and/or contracted to reflect the removal or demolition of historic resources.

In order to promote the general welfare, through the preservation and protection of historic places and areas of historic interest, all buildings within the Historic Haymarket Overlay which were built prior to 1950 are designated historic resources.

Sec. 58-16.4 - Certificate of appropriateness required in the Historic Haymarket Overlay

(a) Application for a certificate of appropriateness shall be made to the Architectural Review Board. Any decision of the Architectural Review Board shall be appealable by any member of the Town Council after consultation with the Board, or any aggrieved person to the Town Council.

(b) No building, structure or sign shall be erected, reconstructed, altered, or restored within the Historic Haymarket Overlay, unless and until a complete application for a certificate of appropriateness shall have been approved by the Board or, on appeal, by the Town Council. Review of such applications by the Board will include analysis of external architectural features which are subject

to public view from a public street, way, or place, in light of their architectural compatibility with the historic buildings in the district.
(c) The zoning administrator shall determine whether a change is readily apparent, subject to appeal to the Board of Zoning Appeals.

Sec. 58-16.5 - Architectural review board; creation, membership.
(a) For the purpose of making effective the provisions of this article, an Architectural Review Board (ARB) is established. The Board shall consist of up to seven members, but not fewer than five, appointed by the Town Council, and shall be legal residents of the Town. Board members will be appointed from the Town Council and one from the Planning Commission. Members should have a demonstrated interest, competence, or knowledge of historic preservation.
(b) The term of office of the members shall be for three years, except that the term of the Council member and Planning Commission member shall correspond to their official tenure of office. Members may be removed from office by Town Council at will and without notice. Appointments to fill vacancies shall be only for the unexpired portion of the term. Members may be reappointed to succeed themselves.

Sec. 58-16.6 - Chairman, vice-chairman, and secretary of the board.
The Architectural Review Board shall elect its chairman and vice-chairman from its membership, and the Town Clerk shall be its secretary.

Sec. 58-16.7- Rules
1. The ARB shall meet for a regular session at least once a month.
2. The Architectural Review Board shall adopt and maintain bylaws governing the procedure for meeting dates and other rules set forth by this article. The bylaws may be reviewed annually for updates.
3. Special meetings may be called in accordance with the ARB procedures as adopted and amended.
4. A quorum shall be no less than a majority of sitting members.
5. All meetings shall be open to the public unless the ARB enters closed session as permitted by the Virginia Freedom of Information Act.

Sec. 58-16.8 - Matters to be considered by the Board
1. The board shall not consider interior arrangement, relative size of the building or structure, detailed design or features not subject to any public view and shall not make any requirements regarding such matters. After receiving a certificate of appropriateness, the zoning administrator shall determine whether this provision applies.
2. The board shall consider the following in passing upon the appropriateness of architectural features:
(1) Exterior architectural features, including all signs, which are subject to public view from a public street, way, or place
(2) General design arrangement.
(3) Texture, material, and color.

(4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings.
(5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings.
(6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the Town.
(7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas.
(8) The extent to which the building or structure will promote the general welfare by:

a. Maintaining and increasing real estate value
b. Generating business;
c. Attracting tourists and visitors;
d. Encouraging study of and interest in American history, architecture, and design;
e. Making the Town a more attractive and desirable place in which to live.

Sec. 58-16.9 - Issuance of certificate of appropriateness.
Decisions of the Board will be incorporated in approved certificates of appropriateness or written reasons for disapproval. Immediately upon approval by the board of any application to erect, reconstruct, alter, restore, or raze a building, a certificate of appropriateness, signed by the chairman of the Board and bearing the date of issuance, shall be made available to the applicant. The zoning administrator shall refuse to honor any request for a building permit without such certificate of appropriateness, but a certificate of appropriateness will in no way affect the requirement to comply with the other provisions necessary to obtain a building permit.

Sec. 58-16.10 - Right of appeal.
(a) Whenever the board shall approve or disapprove an application for a certificate of appropriateness or fail to take action within 60 days of its filing, any aggrieved party shall have the right to appeal and be heard before the Town Council provided such person files with the Town Clerk on or before 30 days after the decision of the board a written notice of appeal. Upon receipt of such notice, the Town Clerk shall place such appeal on the agenda for the next regular meeting of the Town Council.
(b) Any party may appeal the decision of the Town Council to the circuit court pursuant to this section.
(1) A party is any applicant or any person who owns property adjacent to the property which the application concerns. For the purposes of this section, the term "adjacent" includes any property separated from the applicant's property only by a road and which would be adjacent if the road were not present.
(2) Appeal shall be by petition at law setting forth the alleged illegality of the action of the Town Council.
(3) The appellant must file the appeal with the circuit court of the county within 30 days of the Town Council's decision.
(c) In addition to the right of appeal, the owner of an historic landmark, building or structure shall have

a right to raze or demolish such landmark, building or structure provided he has complied with the provisions of the second paragraph of Code of Virginia, § 15.2-2306(A)(3), as amended.

Sec. 58-16.11 - Deterioration by neglect.

(a) No owner of an officially designated historic building within the historic district shall allow it to deteriorate to the point where it is not economically feasible to repair or restore it. Specifically, no owner may permit:

(1) Deterioration of the exterior of a historic building to the extent that it creates or permits a hazardous or unsafe condition;

(2) Deterioration of exterior walls or other vertical supports, horizontal members, roofs, chimneys, exterior wall elements such as siding, wooden walls, brick, plaster, or mortar, of a historic building to the extent that it adversely affects the character of the historic district or could reasonably lead to irreversible damage to the structure. In determining whether deterioration adversely affects the character of the historic district, the zoning administrator shall be guided by the comprehensive plan and, if adopted, the strategic plan and capital improvements budget.

(b) If a building inspector determines that a historic structure is violating the Property Maintenance Code, he shall so notify the owner, the zoning administrator, and the chairman of the Architectural Review Board of this conclusion, stating the reason for such determination, and shall give the owner 30 days from the date of the notice in which to commence work rectifying the specifics, or to initiate a request to demolish, move or relocate such structure. If appropriate action is not timely taken, the Town Building Inspector shall initiate appropriate legal action.

Sec. 58-16.12 - Demolition review and approval

1. No historic resource, as defined in this article within the Historic Haymarket Overlay shall be demolished or moved, in whole or in part, until the demolition or moving thereof is approved by the Architectural Review Board, or, on appeal by the town council after consultation with the ARB.

2. In addition to the right of appeal set forth herein, the owner of a historic resource, the demolition or moving of which is subject to the provisions of this section, shall, as a matter of right, be entitled to demolish or move such historic resource provided that:

a. The owner or applicant has applied to the town council for such right,

b. the owner has for the period of time set forth in the schedule contained in Section 15.2-2306 of the Virginia code and at a price reasonably related to its fair market value, made a bona fide offer to sell the historic resource, and the land pertaining thereto, to the town or to any person, firm, corporation, government or agency thereof, or political subdivision or agency thereof, which gives reasonable assurance that it is willing to preserve and restore the historic resource and the land pertaining thereto, and,

c. No bona fide contract, binding upon all parties thereto, shall have been executed for the sale of any such historic resource, and the land pertaining thereto, prior to the expiration of the applicable time period set forth in the time schedule specified in the Virginia Code. Any appeal which may be taken to the court for the decision of the town council, whether instituted by the owner or by any other proper party, notwithstanding the provisions heretofore stated relating

to a stay of the decision appealed from shall not affect the right of the owner to make the bona fide offer to sell referred to above. No offer to sell shall be made more than one year after a final decision by the town council, but thereafter the owner may renew his request to the town council to approve the demolition or moving of the historic resource.

3. Demolition Approval Criteria Considerations. In reviewing applications for the demolition or moving of a historic resource from or within the Historic Haymarket Overlay, the Architectural Review Board shall consider the following:

a. How the demolition or removal of a historic resource from the property on which it is located will impact the historic integrity of the site and any remaining on-site historic resources on the same property;

b. How the loss of the historic resource will impact the historic integrity of any adjacent historic property;

c. The impact the loss of the historic resource will have on the overall integrity to any historic district the historic resource is located in ;

d. The ability of the historic resource to be adaptively reused as part of a new on-site development which would not adversely impact the historic resource's ability to convey its historic significance through its integrity of location, setting, feeling, association, design, materials and workmanship; and

e. Whether any monies or assistance for preservation of the historic resource could be made available to the property owner within 180 days of the owner's request to demolish or move it.

Sec. 58-16.13 Time Limit

A certificate of appropriateness shall be valid for one (1) year from the date of issuance. If the demolition, erection, reconstruction, alteration, relocation or restoration for which the certificate of appropriateness was issued is not commenced within one year and thereafter diligently pursued, a new certificate shall be obtained prior thereto.

Discussion:

a. How the demolition or removal of a historic resource from the property on which it is located will impact the historic integrity of the site and any remaining on-site historic resources on the same property;

Staff Response – All three single family homes were built in 1959 and are not considered historic per the Zoning Ordinance. Additionally, there are no identified on site historic resources.

b. How the loss of the historic resource will impact the historic integrity of any adjacent historic property;

Staff Response – The three homes and proposed development are adjacent to the parcel with the QBE building, however the building itself is not directly across the street from the proposed development.

c. The impact the loss of the historic resource will have on the overall integrity to any historic district the historic resource it is located in;

Staff Response – The demolition of the structures does not affect the integrity of the QBE building and is not directly visible from Washington Street.

d. The ability of the historic resource to be adaptively reused as part of a new on-site development which would not adversely impact the historic resource's ability to convey its historic significance through its integrity of location, setting, feeling, association, design, materials and workmanship;

Staff Response – As this is not a historical resource this provision does not apply. However, efforts will be made by the applicant to salvage materials from the single family homes and use them for the new build.

e. Whether any monies or assistance for preservation of the historic resource could be made available to the property owner within 180 days of the owner's request to demolish or move it.
Staff Response – There are no grant funding options currently available from the Town of Haymarket, Grant funding options would require further discussion by Town Council.

STAFF RECOMMENDATION:

Based on the above assessment of the proposed demolition of the three single family homes at 6700 6710 and 6720 Bleight Drive, the Town Planner recommends approval of the COA.

Draft Motion: "I move the Board approve the COA for ZP#2024-0908, for the demolition of the three single family units at 6700, 6710, and 6720 Bleight Drive."

Or an alternate motion.

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-0908

NOTE: This application must be filled out completely and all components of submission requirements must be met before the application can be accepted and scheduled for review/hearing.

ZONING ACTIVITY: ☒New Construction ☐Alteration/Repair ☐Addition ☐Sign (See Spec sheet)
(Check all that apply) ☐New Tenant/Use ☒Change of Use ☐Relocation

NAME OF BUSINESS/APPLICANT: Water Creek Homes

PROPOSED USE: Residential Size (Sq. Ft./Length) of Construction: 61589 sqft

SITE ADDRESS: 6700,6710,6720 Bleight Dr Parcel ID #: 7397-19-0792, 0285, & 09-9974

Subdivision Name: HAYMARKET TOWN PLAT Lot Size: 1.414 Acres

ZONING DISTRICT: ☐ R-1 ☒ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1

Special Use Permit Required: ☐ Yes ☐ No Site Plan Required: ☐ Yes ☐ No

Off-street Parking: Spaces Required: 30 Spaces Provided: _____

BRIEF DESCRIPTION OF ACTIVITY: (*i.e. previous use, height/length of fencing,deck specs, etc.*)

Demolition of existing buildings located at 6700, 6710, and 6720 Bleight Dr to build new construction of 11 townhomes

Supporting Documentation (*attached*): ☐ Narrative ☒ Plan/Plat ☐ Specification Sheet

FEE: ☒ $25.00 Residential ☐ $50.00 Commercial

CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (***i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail)***

Supporting Documentation (*attached*): ☐ Specification Sheet ☐ Photograph(s)

PERMIT HOLDER INFORMATION	PROPERTY OWNER INFORMATION
Name	Adil Benyoussef, Youssef Zeroual Surv
Address	6823 Hampton Bay Lane
City State Zip	Gainesville VA 20155
Phone# Email	

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

APPLICANT / PROPERTY OWNER SIGNATURE ********REQUIRED********

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein is correct. Construction of improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket and any additional restrictions and/or conditions prescribed by the Architectural Review Board (ARB), Planning Commission, or the Town Council and all other applicable laws.

Adil Benyoussef _____ Adil Benyoussef Youssef Zeroual _____

Applicant Signature Property Owner Signature

OFFICE USE ONLY

Date Filed: _____ Fee Amount: _____ Date Paid: _____

DATE TO ZONING ADMINISTRATOR: _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

_____

SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

_____

SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

TOWN COUNCIL {where required): _____

SIGNATURE *PRINT*

CONDITIONS:

_____

_____

Emily Kyriazi

Town Manager & Zoning Administrator

15000 Washington Street, Suite 100

Haymarket, VA 20169

Subject: Magnolia Crossing Townhomes

Emily Kyriazi,

Water Creek Homes is proposing to develop 11 townhomes on Bleight Drive in Haymarket, VA. Enclosed please find a permit application to demolish three separate single-family homes which are currently rental units.

The existing homes currently have tenants and will be given the appropriate notice and time to find new housing. No construction will enfold until these families have vacated each property.

This project will bring value to the town of Haymarket by adding to the historical architecture, keeping with the history and life that Haymarket has kept alive for many years. This project will also bring additional success to this town by bringing in new families which will in turn boost the economy while also strengthening the community.

Thank you,

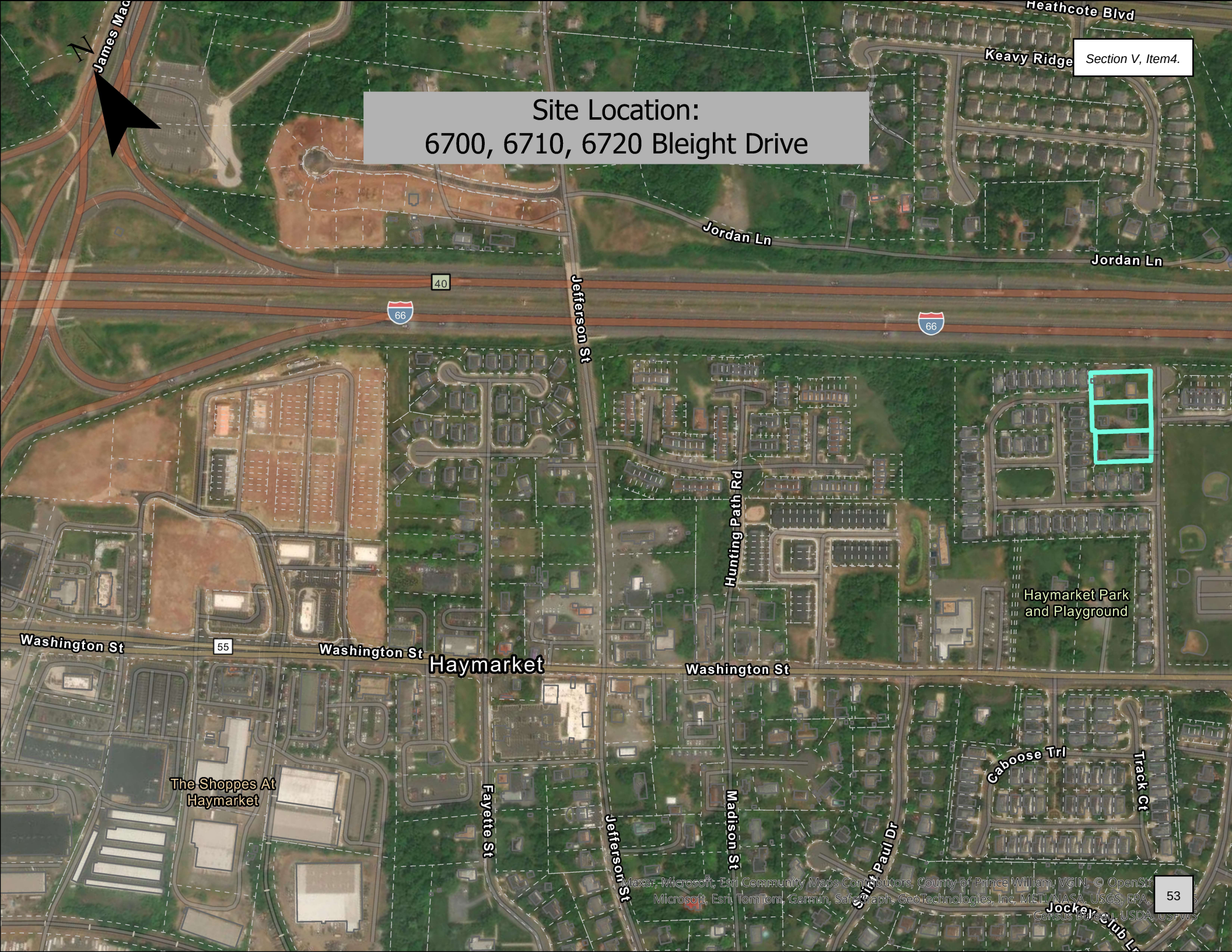
Jaime Kirkland, Administrative Assistant

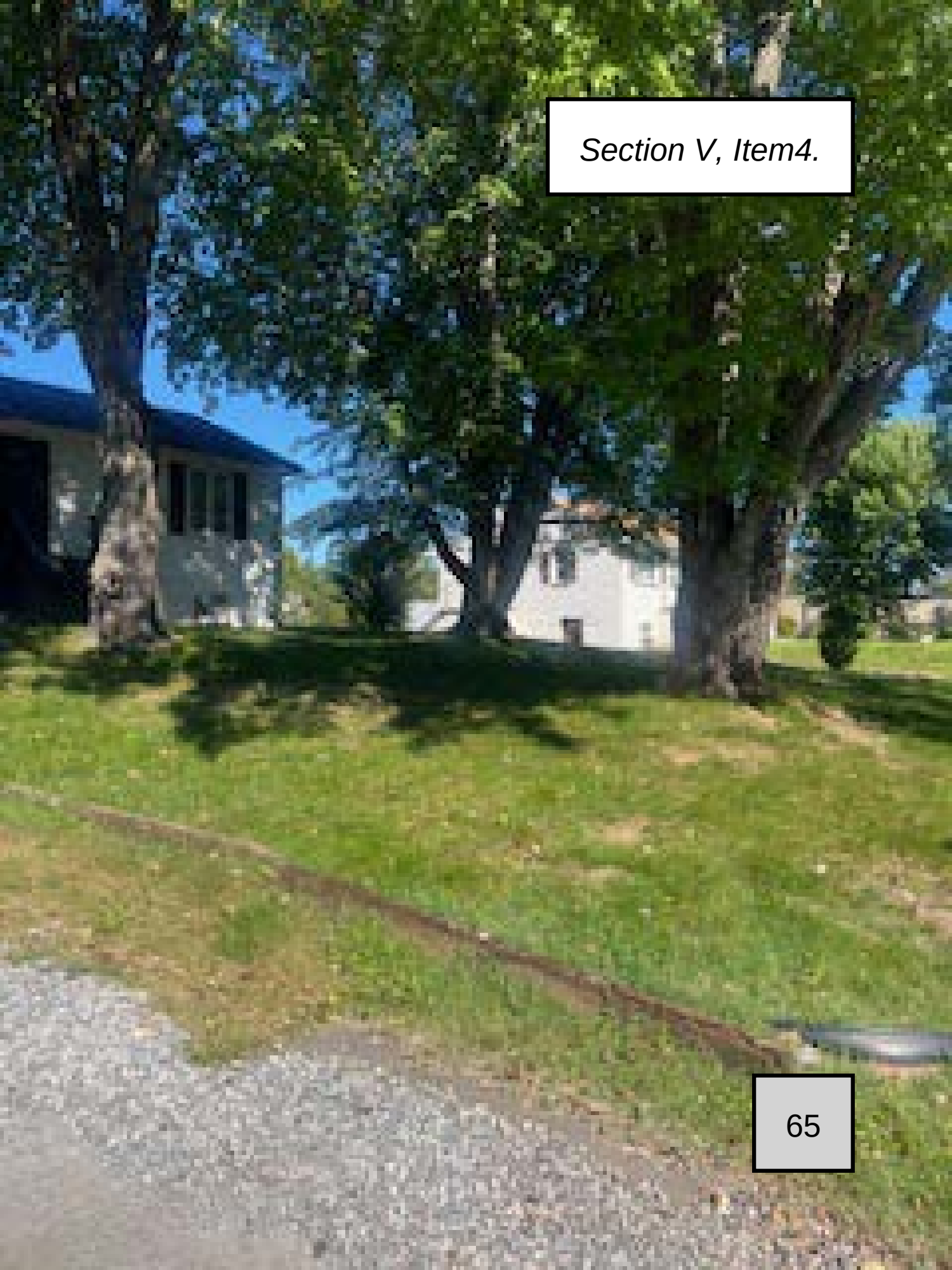
Water Creek Homes

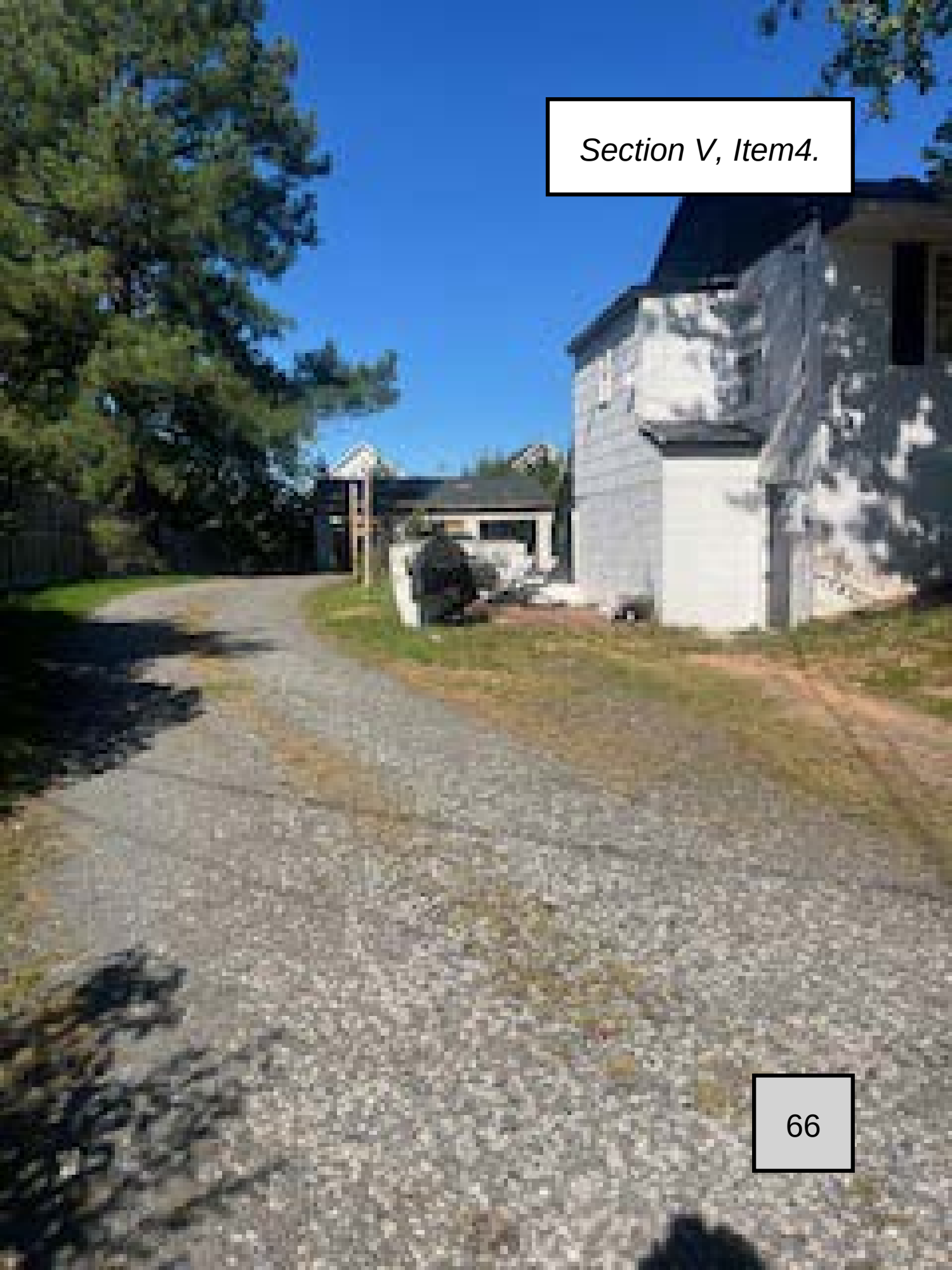
Mobile: 801.836.9740 (accepts texts)

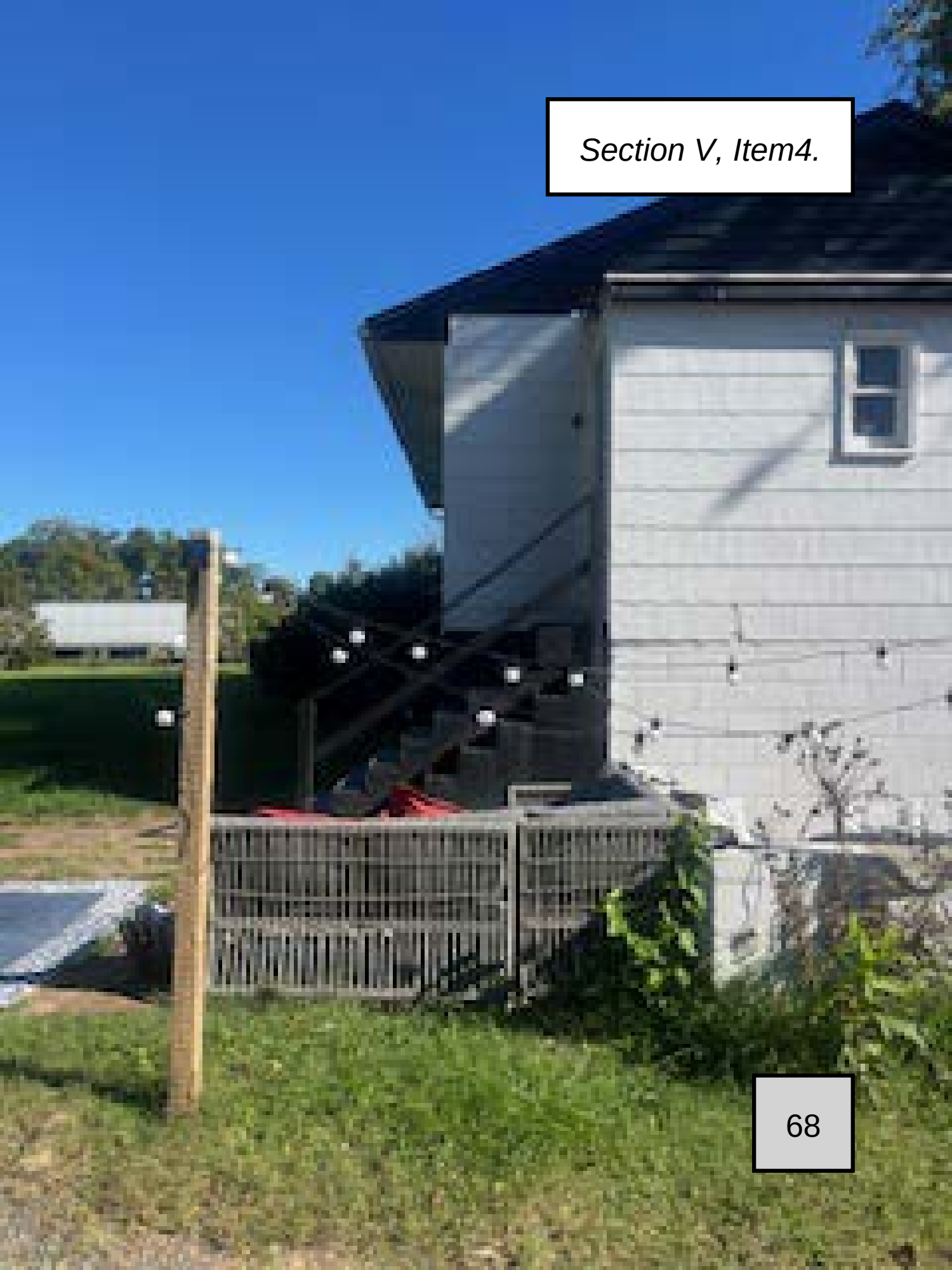
Email: JKirkland@watercreekhomes.com

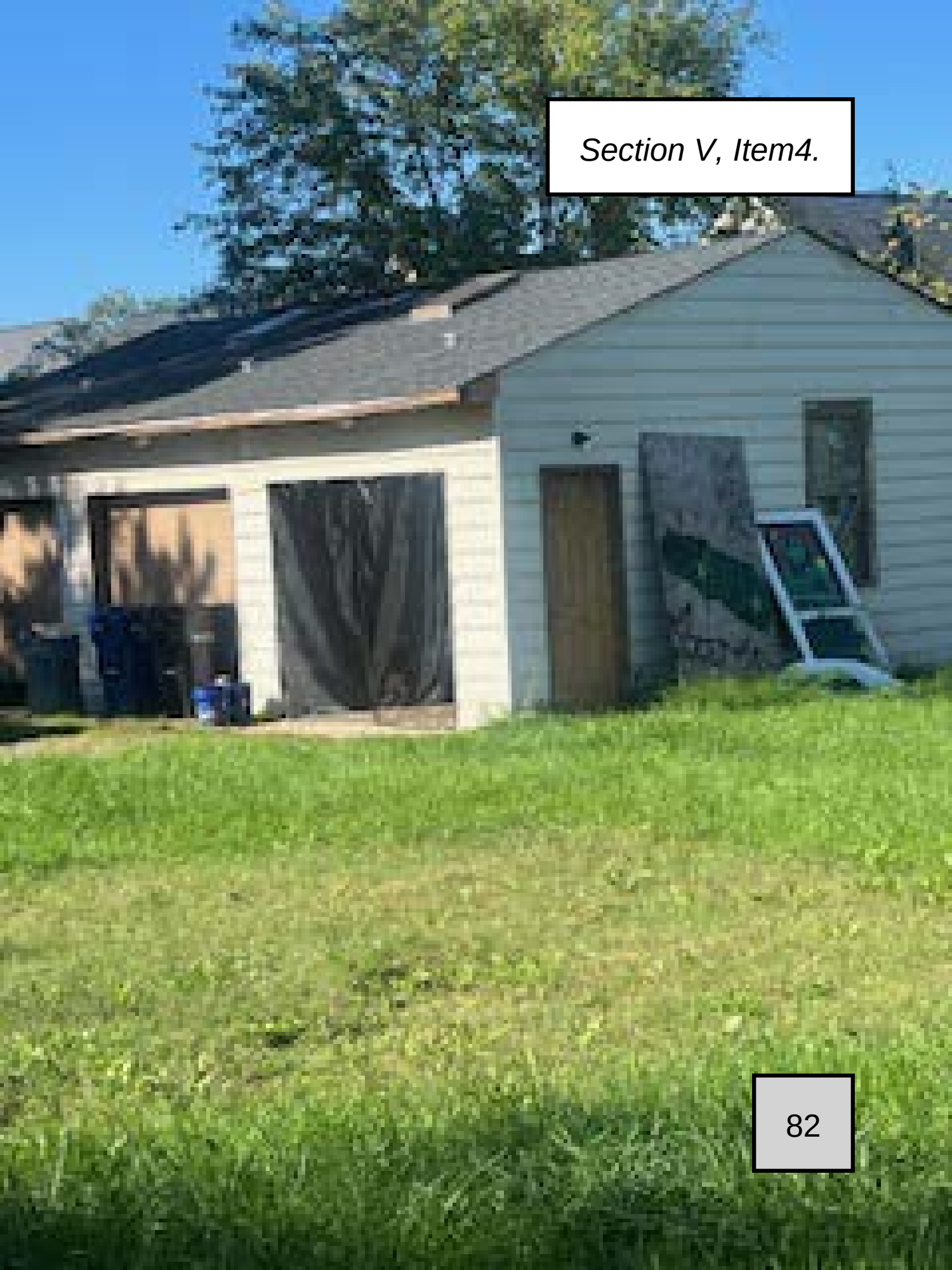
Site Location:
6700, 6710, 6720 Bleight Drive











Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Thomas Britt
TOWN PLANNER

MEMORANDUM

TO: Architectural Review Board
FROM: Thomas Britt
DATE: October 9, 2024
SUBJECT: ZP #2024-0907: Magnolia Crossing Exterior Elevations Application

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APPLICATION SUMMARY:

Business/Applicant: Water Creek Homes

Street Address: 6700, 6710, 6720 Bleight Drive

Proposed Alteration: Architectural design submission for new townhomes

Applicant's Brief Description of the Activity: Selection of exterior architectural design features for 11 new townhomes off Bleight Drive. The applicant has provided a materials list and color palette, proposed designs of the homes, and placement of a monument sign to advertise the

Town Planner Assessment		
Zoning Ordinance	**Application Details**	**Staff Response**
Sec. 58-16.8 Matters to be considered by board in acting on appropriateness of erection, reconstruction, alteration, restoration or demolition of building or structure.	Submission of proposed architectural designs for 11 new townhomes off 6700 Bleight Drive, monument sign to be placed at entrance to development.	The proposed alteration is visible from the public right of way. The elevations and monument sign meet the requirements of the Zoning Ordinance.
Sec. 58-16.8 (1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to cover HVAC and the side yard of the building.	The proposed alteration is visible from the public right of way. Materials list provided by applicant.
Sec. 58-16.8 (2) General Design Arrangement	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to cover HVAC and the side yard of the building.	The design is in keeping with the guidelines.
Sec. 58-16.8 (3) Texture, material and color	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to	The design and materials are in keeping with the guidelines.

	cover HVAC and the side yard of the building.	
Sec. 58-16.8 (4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to cover HVAC and the side yard of the building.	This matter is at the discretion of the ARB. The surrounding HOAs do not use monuments signs for their developments.
Sec. 58-16.8 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to cover HVAC and the side yard of the building.	The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.
Sec. 58-16.8 (6) In the case of a building to be razed, a primary consideration will be the extent to which its continued existence would tend to protect irreplaceable historic places and preserve the general historic atmosphere of the Town	Not applicable	Not applicable
Sec. 58-16.8 (7) The extent to which the building or structure will promote the general welfare of the Town, and all citizens, by the preservation and protection of historic places and areas	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to cover HVAC and the side yard of the building.	This matter is at the discretion of the ARB
Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by: (a) Maintaining and increasing real estate values (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and artisans, and new residents (e) Encouraging study of and interest in American history	Addition of 6ft wood fence on the side of the building at 6620 James Madison Highway to cover HVAC and the side yard of the building.	These matters are at the discretion of the ARB

(f) Stimulating interest in and study of architecture and design (g) Educating citizens in American culture and heritage (h) Making the Town a more attractive and desirable place in which to live		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site – 6700, 6710, 6720 Bleight Drive	The main structure/site IS NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site – 6700, 6710, 6720 Bleight Drive	The site is not one of those listed as a potential archaeological site in the Comprehensive Plan
Architectural Review Board Historic Guidelines		
I. Introduction (E) Community Design and the Comprehensive Plan	Site – 6700, 6710, 6720 Bleight Drive	B-2 Property
II. Streetscape and Site Design		
II. (a) Washington Street Enhancement Project	Not applicable	Not applicable
II. (b) Streetscapes Other Than Washington Street	Not applicable	Not applicable
II. (c) Fences and Walls		
II. (d) Lighting (Free Standing/Posts)	Not Applicable	Not Applicable
II. (e) Telecommunication Dishes, Drums and Towers	Not Applicable	Not Applicable
II. (f) Screening	Not Applicable	Not Applicable
III. New Construction and Additions to Existing Non-Historic and Non-Contributing Structures		
III. (a) General Guidelines	*"to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures"*	These matters are at the discretion of the ARB.
III. (b) Colors		The colors for the siding proposed are outside of the Historic Color Palette, the colors proposed in some of the elevations match the homes in the surrounding area but are not all reflective of the facades of the existing housing stock.

III. (c) Exterior Elements		Applicant has provided list and renderings of Exterior Elements.
III. (d) Chimneys	Not Applicable	Not Applicable
III. (e) Roofing	Not Applicable	Not Applicable
III. (f) Lighting, (attached to structure)	None	None
III. (g) Windows and Doors	Not Applicable	Not Applicable
III. (h) Decks	Not Applicable	Not Applicable
III. (i) Handicapped Ramps	Not Applicable	Not Applicable
III. (j) Awnings	Not Applicable	Not Applicable
IV. Guidelines for Alterations or Additions to Historic Structures or Contributing Structures		
IV. (a) General Guidelines	Not Applicable	Not Applicable
V. Signage	Not Applicable	Not Applicable, not historic or contributing
VI. Demolition Guidelines	Not Applicable	Not Applicable
VII. Situations Not Covered, Additional Requirements	Not Applicable	Not Applicable

STAFF RECOMMENDATION:

Based on the above assessment of the architectural elements of the Magnolia Crossing development, the Town Planner recommends approval of the addition.

Draft Motion: "I move the Board approve the COA for ZP#2024-0907, for the exterior elevations for Magnolia Crossing townhomes at 6700, 6710, 6720 Bleight Drive."

Or an alternate motion.

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-0907

NOTE: This application must be filled out completely and all components of submission requirements must be met before the application can be accepted and scheduled for review/hearing.

ZONING ACTIVITY: ☒New Construction ☐Alteration/Repair ☐Addition ☐Sign (See Spec sheet)
(Check all that apply) ☐New Tenant/Use ☒Change of Use ☐Relocation

NAME OF BUSINESS/APPLICANT: Water Creek Homes

PROPOSED USE: Residential Size (Sq. Ft./Length) of Construction: 61589 sqft

SITE ADDRESS: 6700,6710,6720 Bleight Dr Parcel ID #: 7397-19-0792, 0285, & 09-9974

Subdivision Name: HAYMARKET TOWN PLAT Lot Size: 1.414 Acres

ZONING DISTRICT: ☐ R-1 ☒ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1

Special Use Permit Required: ☐ Yes ☐ No Site Plan Required: ☐ Yes ☐ No

Off-street Parking: Spaces Required: 30 Spaces Provided: _____

BRIEF DESCRIPTION OF ACTIVITY: (*i.e. previous use, height/length of fencing,deck specs, etc.*)
Approval of exterior elevations for 11 new townhomes at 6700 Bleight Drive
Installation of monument sign for new development

Supporting Documentation (*attached*): ☐ Narrative ☒ Plan/Plat ☐ Specification Sheet

FEE: ☒ $25.00 Residential ☐ $50.00 Commercial

CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (***i.e. color, type of material, font style, etc. See Sign Spec Sheet for Signage detail)***

Supporting Documentation (*attached*): ☐ Specification Sheet ☐ Photograph(s)

PERMIT HOLDER INFORMATION	PROPERTY OWNER INFORMATION
Name	Adil Benyoussef, Youssef Zeroual Surv
Address	6823 Hampton Bay Lane
City State Zip	Gainesville VA 20155
Phone# Email	

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

APPLICANT / PROPERTY OWNER SIGNATURE ********REQUIRED********

I, as owner or authorized agent for the above-referenced parcel, do hereby certify that I have the authority to make the foregoing application and that the information provided herein is correct. Construction of improvements described herein and as shown on the attached plat, plan and/or specifications will comply with the ordinances of the Town of Haymarket and any additional restrictions and/or conditions prescribed by the Architectural Review Board (ARB), Planning Commission, or the Town Council and all other applicable laws.

Adil Benyoussef _____ Adil Benyoussef Youssef Zeroual _____

Applicant Signature Property Owner Signature

OFFICE USE ONLY

Date Filed: _____ Fee Amount: _____ Date Paid: _____

DATE TO ZONING ADMINISTRATOR: _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

_____

SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

_____

SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

❑APPROVED ❑DISAPPROVED ❑TABLED UNTIL: _____ ❑DEFERRED UNTIL: _____

TOWN COUNCIL {where required): _____

SIGNATURE *PRINT*

CONDITIONS:

_____

_____

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

INSTRUCTIONS FOR COMPLETING APPLICATION

In addition to applying for a Certificate of Appropriateness, the applicant is responsible for obtaining any other required permits and approvals applicable to the project.

1. Provide name, phone number, and email address of business or individual requesting approval for proposed work. If different from property owner, please provide contact information for property owner as well.
2. Indicate site address
3. Indicate mailing address of applicant and owner (if different).
4. Describe in detail work proposed and then attach all required and any additional documentation or material that will describe the project in detail to the reviewing authority. Adequate documentation must be provided. Applicant should provide any necessary item(s), in addition to the items listed on the checklist below.

Check List

Signs/Fences/New Building/Additions/Remodel

The Completed application must be submitted to the Town Clerk's office no later than 4:30pm one week prior to the meeting date.

1) One copy of the Plat-showing location of sign/fence/addition on the façade or grounds
2) Photograph of the existing structure and closest neighboring structures
3) Photograph/drawings, including measurements, of the proposed change
4) Material specifications
5) Color/material samples
6) Description of method of mounting and description of hardware to be used
7) Landlord/HOA approval letter where indicated
8) Copy of business or occupational license if contractor has designed or will install
9) Narrative, if special requests or exceptions to the ARB Guidelines are being requested.
10) Applicant or a representative **must** be present at the ARB meeting, on the scheduled Wednesday of every month at 7:00pm. If a representative is not present at the meeting to answer any questions that may arise, your application may be deferred or denied until the next regularly scheduled meeting. Please check the Town's website for a list of the Town's scheduled meetings. It is the applicant's responsibility to keep apprised of the Town's meeting schedule.
11) If an interpreter is required, the applicant needs to bring one with them.

Please mail application and all applicable information and materials to:
Town of Haymarket
15000 Washington Street, Suite 100
Haymarket, VA 20169

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

SIGN SPECIFICATION SHEET

SIGN 1:

Type of Sign: ❑Wall ❑Hanging ■Freestanding ❑Menu ❑Individual Letter ❑Window
❑Other _____

Height above Ground at Signs: Lower Edge: 20" Upper Edge: 65"

Height of Sign Structure: 70" Sign Width: 120" Length: 20" Area in Sq Ft: 58.33

Number of Faces: 1 Sign Material/Color/Font: Stone with Town Homes Name and Logo

Location of Sign (Include photo): Southeast corner of the property

Lighting Type/Fixture (No internal illumation is allowed): Outdoor LED Commercial Sign Light

SIGN 2:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window
❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure: _____ Sign Width: _____ Length: _____ Area in Sq Ft: _____

Number of Faces: _____ Sign Material/Color/Font: _____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

SIGN 3:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window
❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure: _____ Sign Width: _____ Length: _____ Area in Sq Ft: _____

Number of Faces: _____ Sign Material/Color/Font: _____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

SIGN 4:

Type of Sign: ❑Wall ❑Hanging ❑Freestanding ❑Menu ❑Individual Letter ❑Window
❑Other _____

Height above Ground at Signs: Lower Edge: _____ Upper Edge: _____

Height of Sign Structure: _____ Sign Width: _____ Length: _____ Area in Sq Ft: _____

Number of Faces: _____ Sign Material/Color/Font: _____

Location of Sign (Include photo): _____

Lighting Type/Fixture (No internal illumation is allowed): _____

DigiSign Verified - 966c86a1-ced7-481a-b4d0-c8149eba1c6c

FREQUENTLY ASKED QUESTIONS

1. *What projects require architectural review?*
   Any project involving alterations to the exterior of an existing building, visible from public view (e.g. fences, signs, awnings, mechanical equipment, landscaping, façade changes) and the construction of new buildings, all require an architectural review.

2. *How long does the architectural review process take?*
   The time required to process an application will vary with the size of the project. Once the application has been deemed complete, the architectural review process can take between four to eight weeks, to complete, if no changes/revisions are required by any of the reviewing body throughout the process. Vague or incomplete description of the project or failure to provide any pertinent information regarding the project will delay the review process.

3. *What does the ARB look for in a project?*
   Refer to the Town of Haymarket Architectural Review Design Guidelines.

4. *What happens after I submit my application?*
   After an application is submitted, a town clerk will review it for its completeness (not for the accuracy or content of the submission). If the application is incomplete, the missing materials will be required BEFORE the application can be forwarded for review. If complete, the application (and all required supporting documentation) will continue with the review process.

5. *What is the review process?*
   For any submission, there are two reviewing bodies in the Town. The Zoning Administrator, and the Architectural Review Board (If applicable). All reviewing bodies in the Town meet once a month. (A schedule of all the meetings is available on our website at www.townofhaymarket.org).

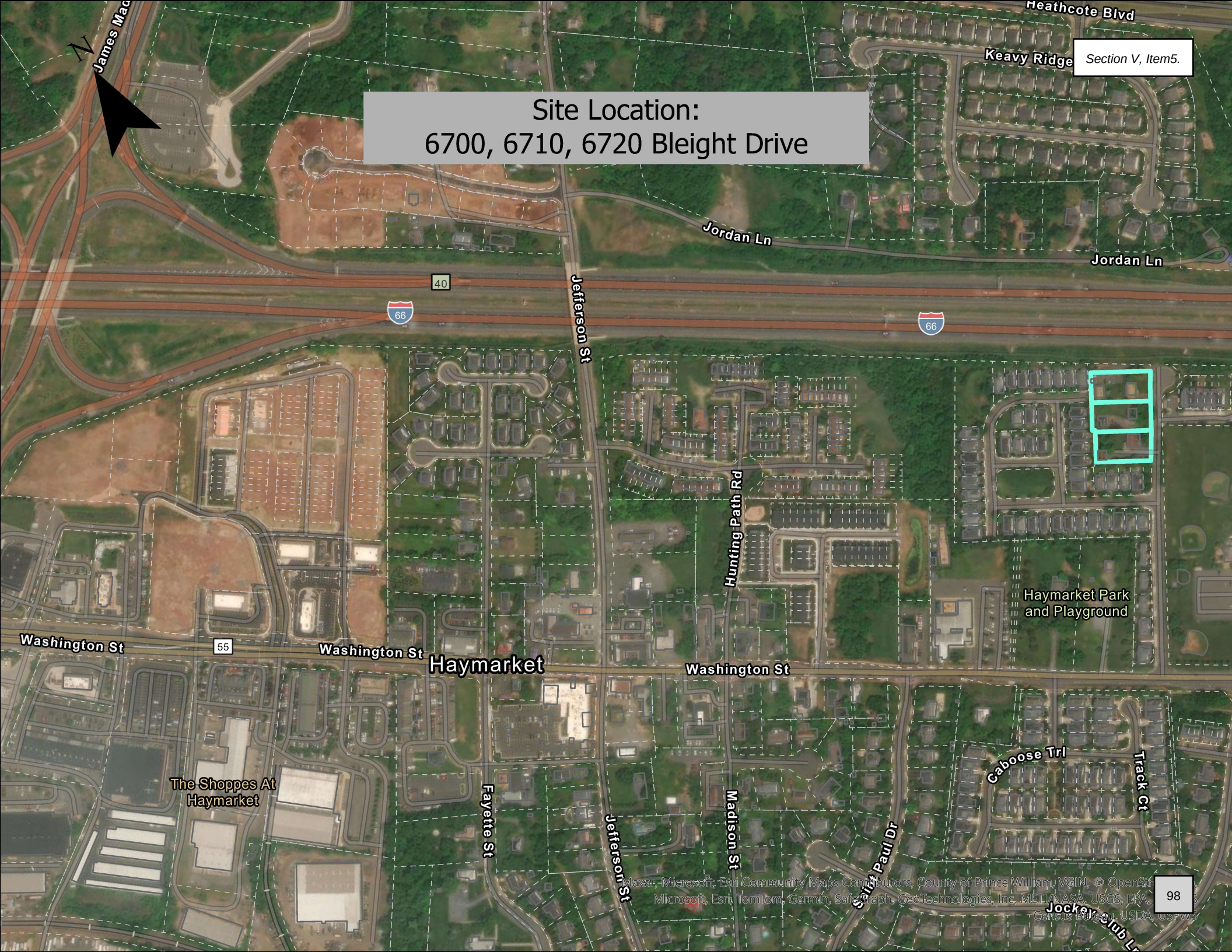
6. *Is there a submission deadline?*
   An application must be submitted to <u>and verified complete</u> by a Town Clerk one week prior to the meeting date, so that the application can be properly reviewed for completion.

7. *What happens at the ARB meeting?*
   The ARB reviews any development project(s) to promote and maintain the historic architectural flavor of the Town consistent with the Town's Comprehensive Plan. The ARB reviews any proposal/project which currently or in the future could be visible from any public view.

8. *What should I present at my review?*
   To facilitate a more streamlined review of an application, it is required that an applicant (or representative) be present at the meeting(s) during the review of their proposed project. A brief overview of the project, site, and the architecture should be presented. Speak briefly to the design and landscaping features, parking and circulation, delivery routes/access, drainage, lighting, signage, and trash enclosures. Provide sample(s) of colors, and materials. For larger development projects, be able to discuss traffic impacts.

9. *When can I submit my plans for a building permit?*
   If the project is approved by all applicable Boards, the applicant can then receive their building permit (if a permit is required for the project).

Site Location:
6700, 6710, 6720 Bleight Drive



Magnolia Crossing Proposal

Materials List for ARB

-Lumber

-Plumbing

-Siding

-Concrete

-Drywall

-Paint

-Electrical

-Gutters

-HVAC

-Insulation

-Tile

-Windows

-Doors/Trim

-Cabinets

-Countertops

-Flooring

-Lighting

-Roofing

Color Palette Options

-Exterior Color Option #1:

-Stonework: Ashen Weather Ledge

-Siding: Hardie – Painted, Charcoal Black

PVC – Painted in Oak Brown

-Roof: Tin & Shingles

-Window Frames: PVC Painted Black

-Railing: Black

-Exterior Color Option #2:

-Stonework: Ashen Weather Ledge

-Siding: Vinyl – Aspen Green

Hardie – Charcoal Black Painted

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

-Exterior Color Option #3:

-Stonework: Ashen Weather Ledge

-Siding: Vinyl – Nautical Blue

Hardie – Painted, Charcoal Black

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

-Exterior Color Option #4:

-Stonework: Ashen Weather Ledge (around garage)

-Siding: Vinyl – Everest

Hardie – Painted, Charcoal Black

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted, Charcoal Black

-Railing: Black

-Exterior Color Option #5:

-Stonework: Ashen Weather Ledge

-Siding: Vinyl: Mist Gray

Hardie: Painted, Charcoal Gray

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

-Exterior Color Option #6:

-Stonework: Ashen Weather Ledge

-Siding: Hardie – Painted, Charcoal Black

PVC – Painted in Oak Brown

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

-Exterior Color Option #7:

-Stonework: Ashen Weather Ledge

-Siding: Hardie – Painted, Charcoal Black

PVC – Painted in Oak Brown

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

Exterior Color Option #8:

-Stonework: Ashen Weather Ledge

-Siding: Vinyl: Aspen

Hardie = Painted, Charcoal Black

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

-Exterior Color Option #9:

-Stonework: Ashen Weather Ledge

-Siding: Vinyl – Nautical Blue

Hardie – Painted, Charcoal Black

-Roof: Black Tin & Black Shingles

-Windows: PVC Painted Black

-Railing: Black

-Exterior Color Option #10:

-Stonework: Ashen Weather Ledge

-Siding: Vinyl – Everest

Hardie – Painted, Charcoal Black

-Roof: Black Tin & Black Shingles

-Windows: PVC Painted Black

-Railing: Black

-Exterior Color Option #11:

-Stonework: Ashen Weather Ledge

-Siding: Hardie – Painted, Charcoal Black

PVC – Painted in Oak Brown

-Roof: Black Tin & Black Shingles

-Window Frames: PVC Painted Black

-Railing: Black

Lighting Options:

Front Door: 1 Sconce

Garage Door: 1 on each side (2 total)

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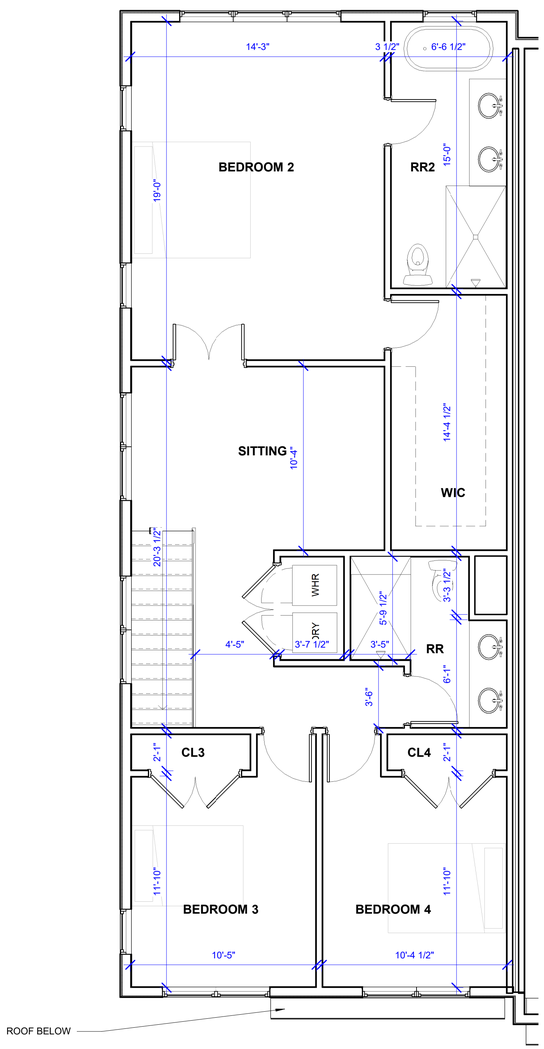
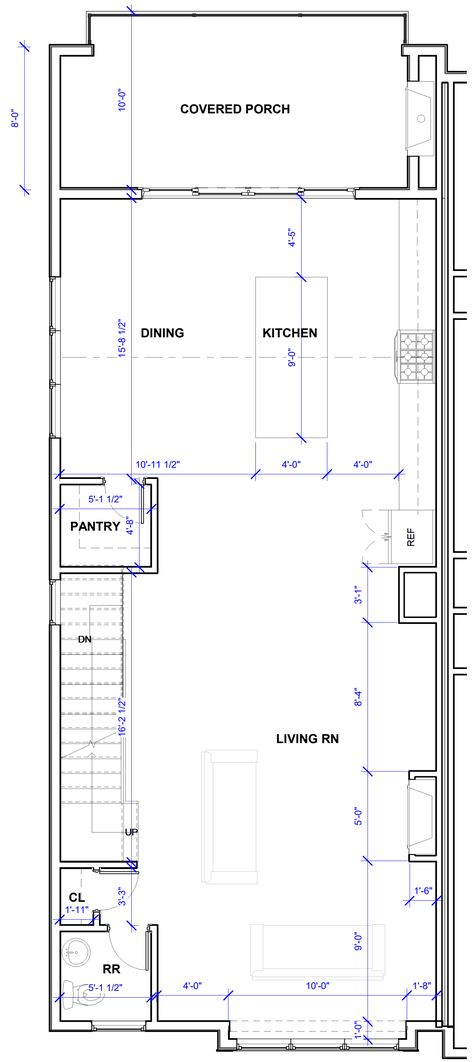


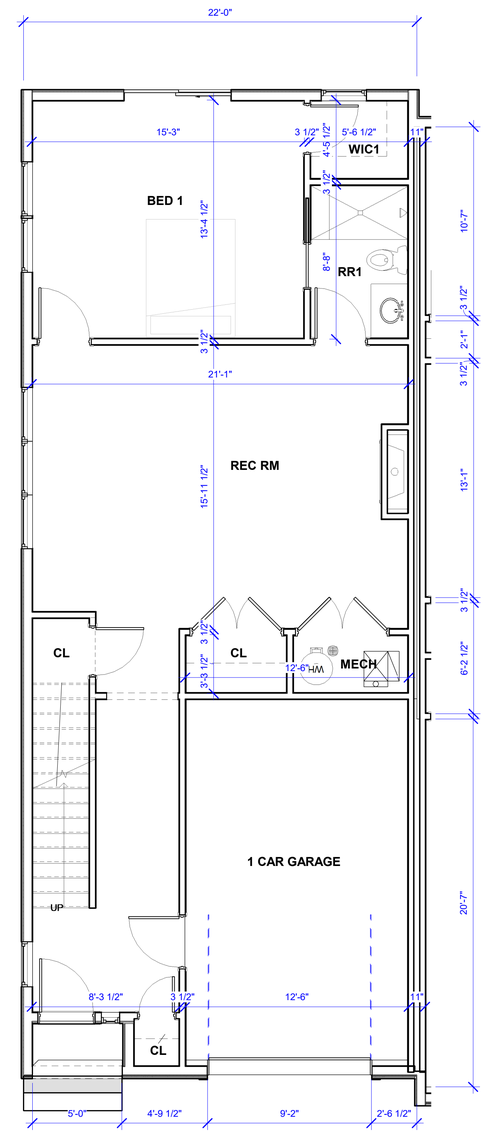
3 A100 **SECOND FLOOR PLAN**

1/4" = 1'-0"



2 A100 **FIRST FLOOR PLAN**

1/4" = 1'-0"



1 A100 **BASEMENT FLOOR PLAN**

1/4" = 1'-0"

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EXPIRATION DATE: 05/10/2021

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ISSUE DATE: 8/22/21

SHEET TITLE: FLOOR PLANS

OPTION 1

SHEET #: A100

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1 A200 **FRONT ELEVATIONS**
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LICENSE NUMBER: 19001
EXPIRATION DATE: 05/10/2021

SEAL

REVISION	DATE

ISSUE DATE
8/22/21

SHEET TITLE
FRONT ELEVATIONS
OPTION 1

SHEET #
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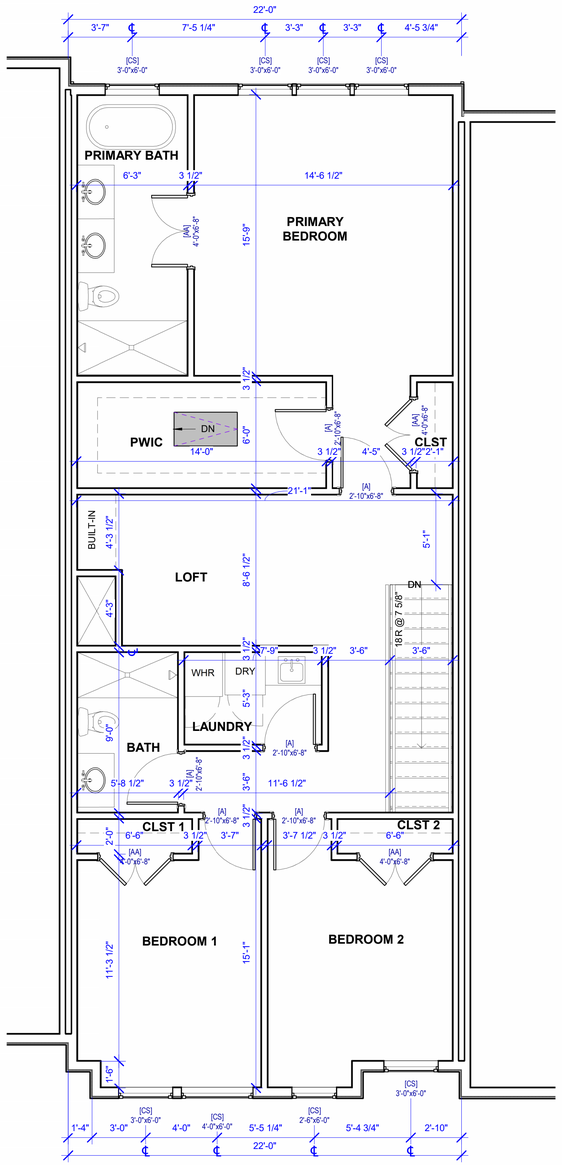
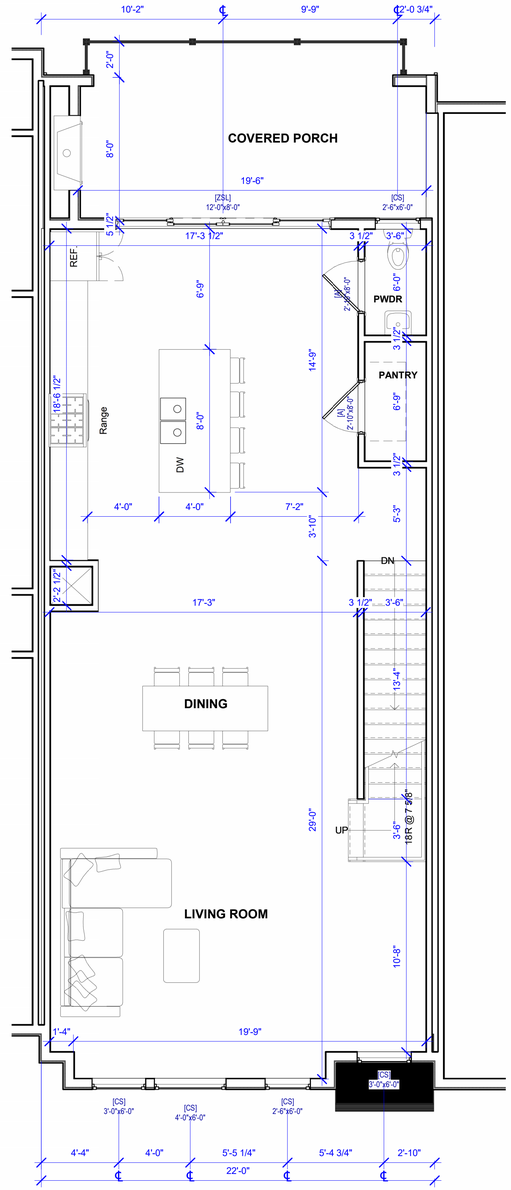


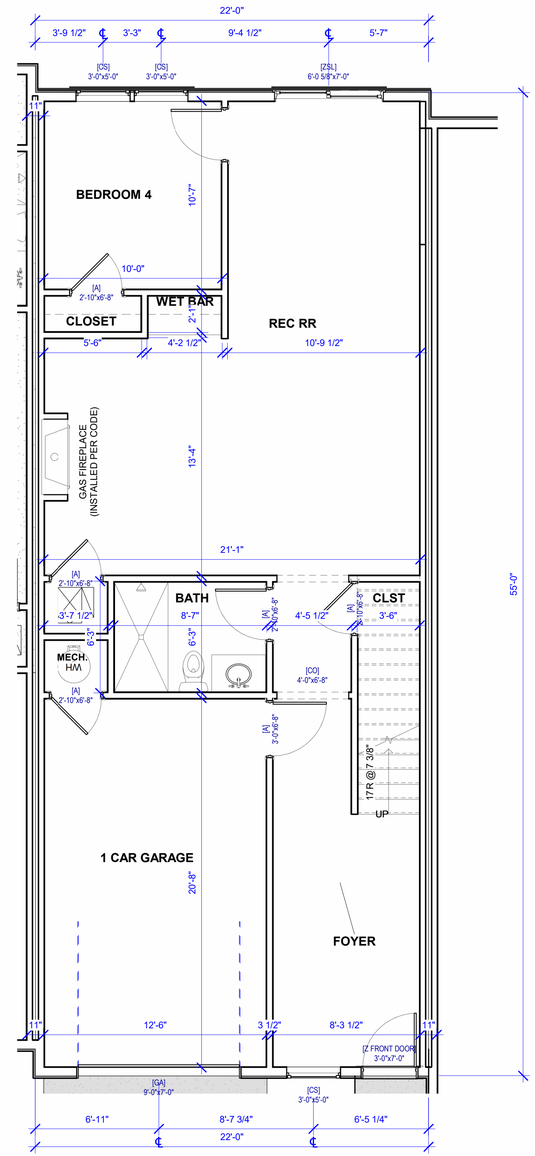
3 SECOND FLOOR PLAN

A102 1/4" = 1'-0"



2 FIRST FLOOR PLAN

A102 1/4" = 1'-0"



1 BASEMENT FLOOR PLAN

A102 1/4" = 1'-0"

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SHEET TITLE BASEMENT& 1ST FLOOR & 2ND FLOOR PLANS

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Section V, Item5.

3 A200 **FRONT ELEVATION OPTION**
1/4" = 1'-0"

2 A200 **REAR ELEVATION**
1/4" = 1'-0"

1 A200 **FRONT ELEVATION**
1/4" = 1'-0"

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FRONT & REAR ELEVATIONS

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2 A201 3D VIEW OPTION

1 A201 3D VIEW

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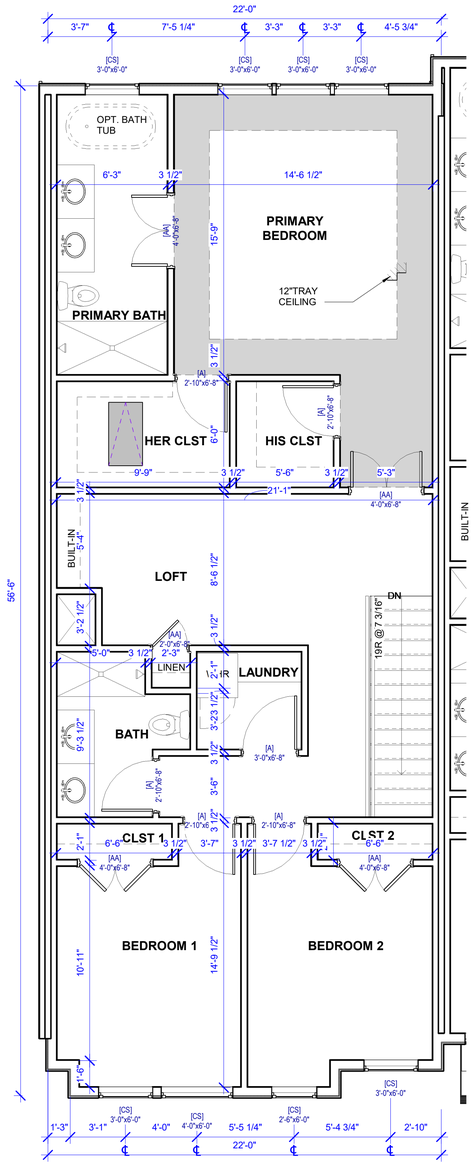
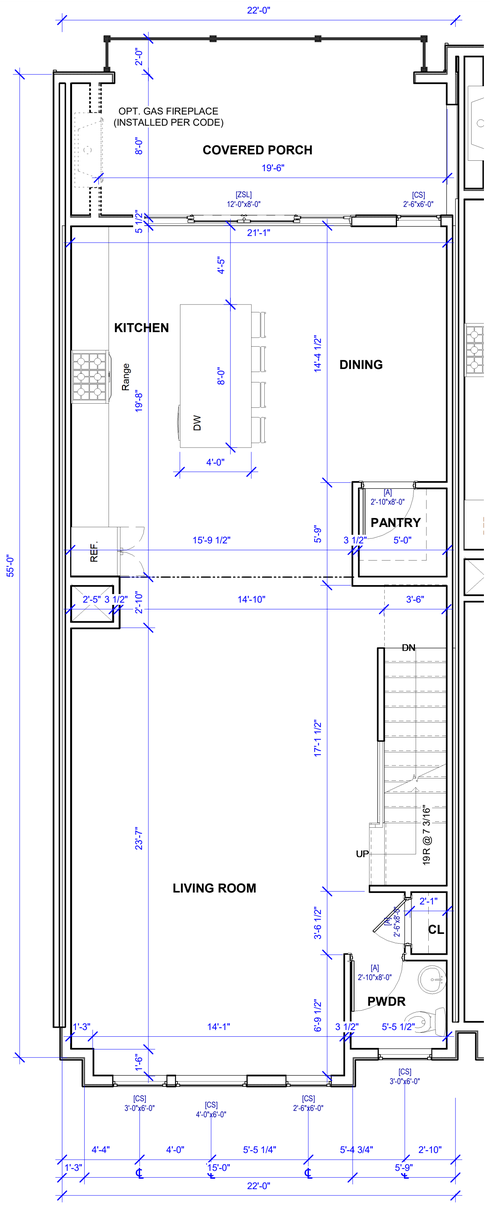


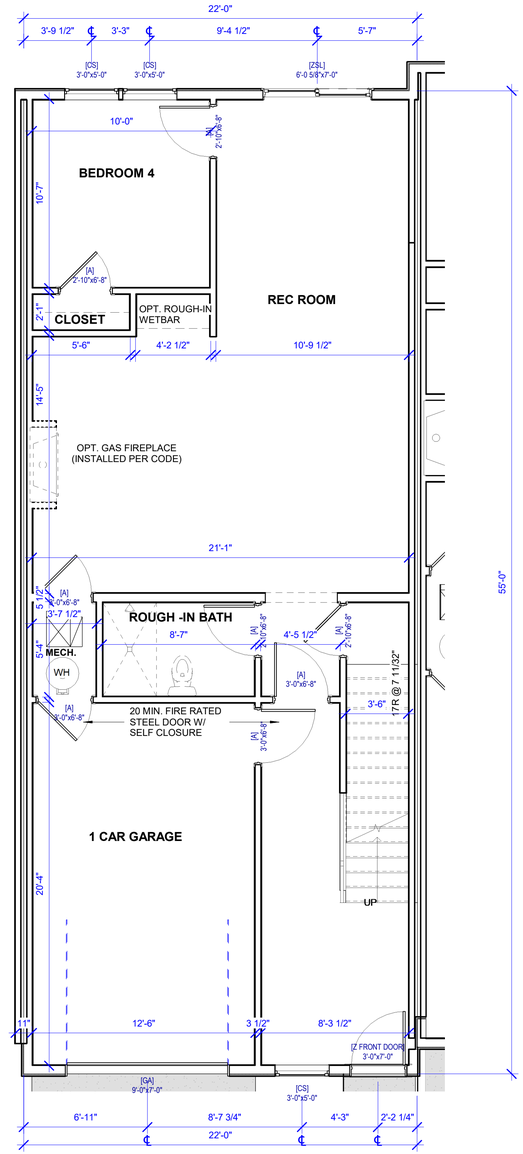
3 SECOND FLOOR PLAN

A102 1/4" = 1'-0"



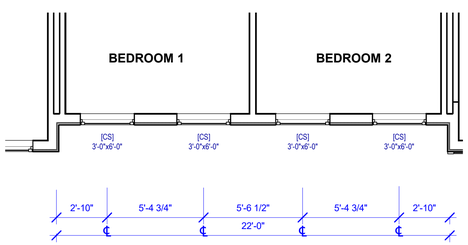
2 FIRST FLOOR PLAN

A102 1/4" = 1'-0"



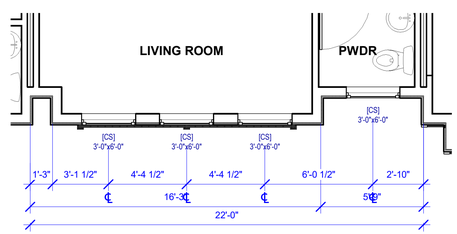
1 BASEMENT FLOOR PLAN

A102 1/4" = 1'-0"



4 SECOND FLOOR PLAN - ELEVATION B&C

A102 1/4" = 1'-0"



5 FIRST FLOOR PLAN - ELEVATION B&C

A102 1/4" = 1'-0"

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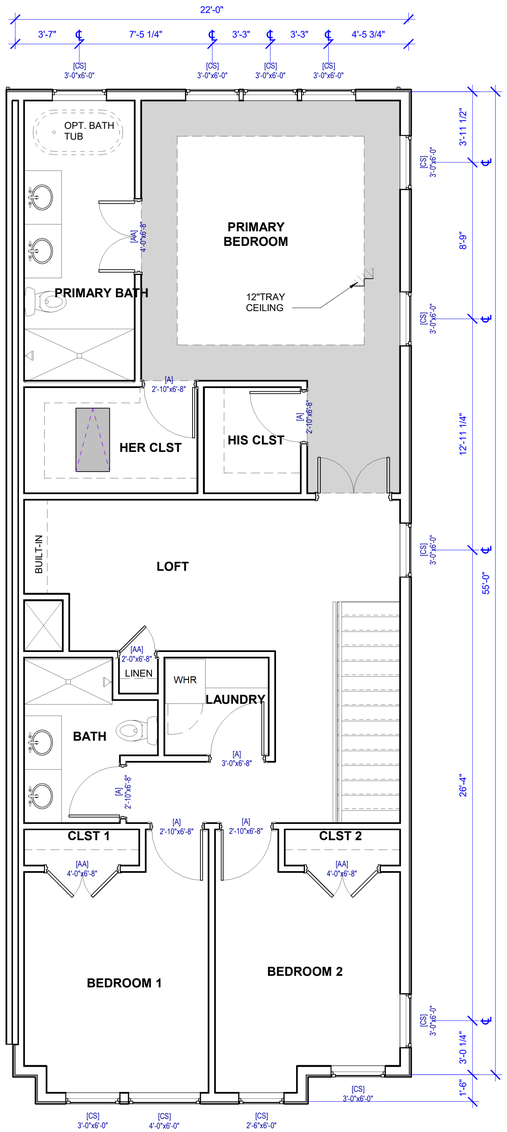
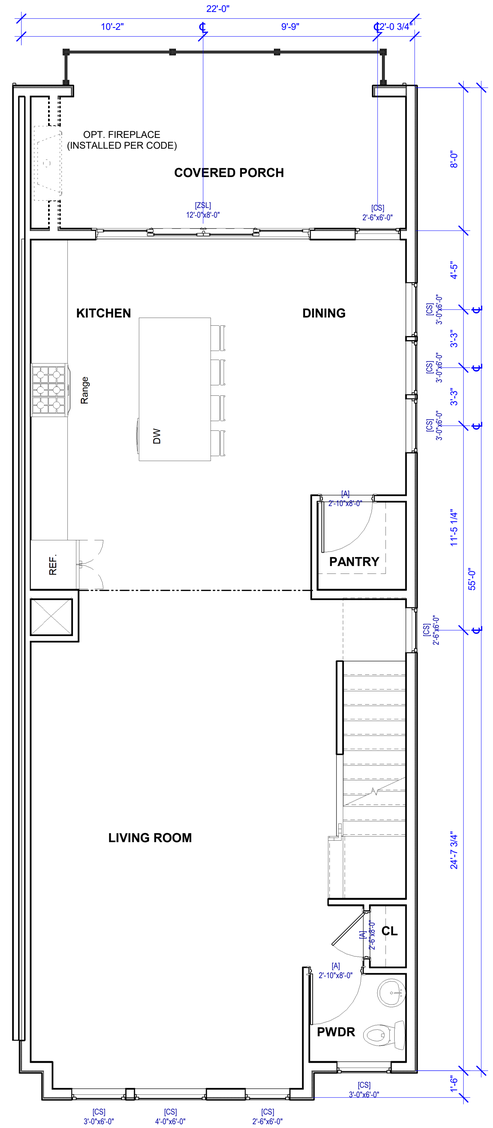


3 A103 **SECOND FLOOR PLAN - CORNER UNIT**

1/4" = 1'-0"



2 A103 **FIRST FLOOR PLAN - CORNER UNIT**

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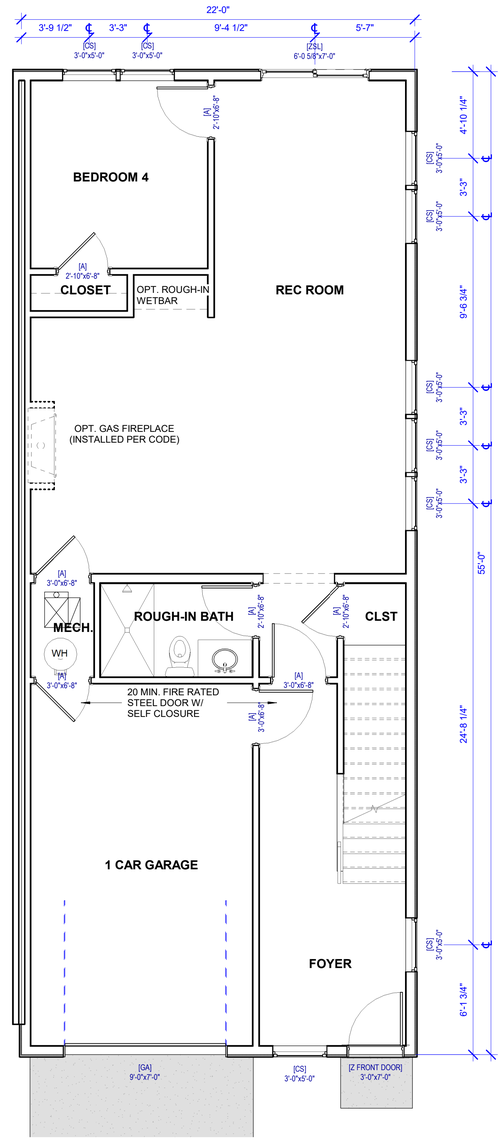

1 A103 **BASEMENT FLOOR PLAN - CORNER UNIT**

1/4" = 1'-0"

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BASE ELEVATION

ELEVATION B

ELEVATION C

1 A200 **FRONT ELEVATION**

1/4" = 1'-0"

2 A200 **REAR ELEVATION**

1/4" = 1'-0"

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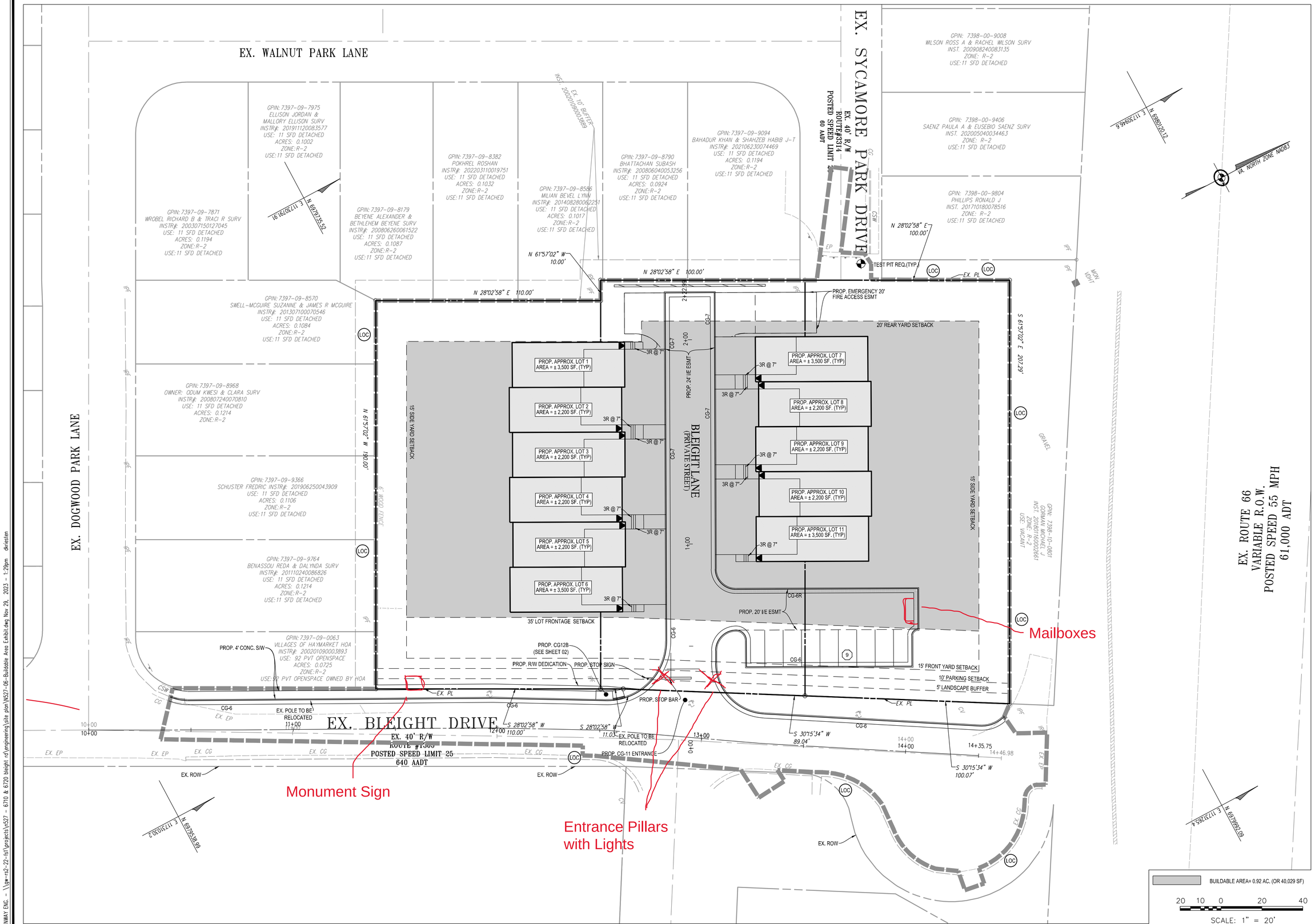

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BUILDABLE AREA EXHIBIT

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FINAL SITE PLAN

GAINESVILLE DISTRICT
TOWN OF HAYMARKET, VIRGINIA

COMMONWEALTH OF VIRGINIA
LHEEP KIM
Lic. No. 061496
11/29/2023
PROFESSIONAL ENGINEER

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
02-06-23
07-25-23
08-11-23
10-26-2023

DATE: FEB. 2023
C.I.= N/A
SCALE: 1"=20'
FILE No. N527
SHEET 06A OF 28

GREENWAY ENG. - \\gw-rs2-22-fs1\projects\n527 - 6710 & 6720 bleight rd\engineering\site plan\N527-06-Buildable Area Exhibit.dwg Nov 29, 2023 - 1:29pm dkriesten

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Haymarket, VA 20169
703-753-2600

Thomas Britt
Town Planner

MEMORANDUM

TO: Architectural Review Board
FROM: Thomas Britt, Town Planner
DATE: October 10, 2024
SUBJECT: Discussion Item, Revisions to ARB Guidelines

Background:
The Town Planner is providing edits of the current Architectural Review Board Guidelines for the ARB's review and comment. The sections provided for review in this meeting include:

- General Summary of Conditions in each district of Haymarket
- List of Administrative Approval Items versus ARB Approval Items
- Cleanup of language and formatting in the guidelines.
- Updated external links on miscellaneous management of exterior elements, such as painting guidelines.

The Town Planner has included map elements such as the Historic District Overlay Map as placeholders until documents are finalized and any zoning text and comprehensive plan amendments are approved.
Note, formatting of the guidelines are subject to change, and alterations to the theme and format of the final copy recommended by the ARB are expected as this discussion continues.

The Town Planner has taken the recommendations from the ARB in the July and August meetings and presented the revisions for discussion and comment.

The Town Planner has also brought the draft amended Historic District Overlay to the Planning Commission in the August PC meeting for discussion. The Town Planner will report on the discussion with the PC to the ARB.

County of Prince William

HISTORIC DISTRICT

DESIGN GUIDELINES

FOR

THE ARCHITECTURAL REVIEW BOARD

Adopted by the Town Council _____
Public Hearing Held _____

Adopted by the Haymarket Town Council by a quorum present, upon a roll call vote, as follows: Motion By:

Seconded By:
Voting Aye: Voting Nay:
Absent: 0
Abstain: 0

Done this ___ Day of _____, 2024 ATTEST:

_____ _____
Ken Leursen, Mayor Clerk

15000 Washington Street • Haymarket, Virginia 20169 • 703-753-2600 Fax 703-753-2800

DRAFT

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INTRODUCTION

A. PURPOSE OF THE ARCHITECTURAL REVIEW BOARD

In 1994 the Haymarket Town Council (herein after, the "Town Council") placed the entire town under a Historic District Zoning Ordinance. A "Historic District" is an overlay zoning which ~~imparts~~ identifies additional protection specific to historic structures and the historic resources of the Town of Haymarket (herein after, the Town) in addition to underlying zoning requirements are already required by a locality's zoning regulations. The adoption of a local historic district and ordinances to protect historic resources is authorized by Sec. 15.2-2306 of the Code of Virginia ~~Virginia Code~~, which recognizes the importance of preserving a local jurisdiction's historic heritage. A local property does not have to be listed in either a state or national register in order to be designated historic on the local level. ARTICLE XVI. - OLD AND HISTORIC HAYMARKET DISTRICT OVERLAY in the Haymarket Zoning Ordinance designates ~~all structures that are 50 years old or older~~ all buildings within the Historic District Overlay which were built prior to 1950.

B. INTENT OF THE DESIGN GUIDELINES

~~When the~~ The Town Council ~~adopted the Historic District it~~ also established the Haymarket ARB and determined that no building, structure or sign shall be erected, constructed, or altered until the ARB has issued a Certificate of Appropriateness (herein after, a COA). The regulations imposed in the district are intended to protect against the destruction of, or encroachment upon, Haymarket's historic structures and resources.

Any change within the Historic Overlay District including, but not limited to:

- rehabilitation of or additions to existing buildings
- new construction
- razing or demolition

must be reviewed and approved by the ARB before a COA may be granted.

Any change undertaken without issuance of a COA may, among other actions, be ordered removed and returned to the original condition.

The following has been adopted by the Town Council to provide the ARB with guidelines to follow during their review procedure. Modifications to these guidelines may be suggested by the ARB at any time, but all modifications must be reviewed and approved by the Town Council prior to implementation.

It is the intent of the Town by adoption of these guidelines, to maintain and promote the historic resources and appropriate architectural styles within the Town.

It is not the intent of the Town to overly restrict property owners, architects, builders, and contractors ~~restrict or prevent homeowners~~ from remodeling, adding to, or otherwise enhancing their property. However, the ARB will interpret what will be considered the unique characteristics of the Town's historic structures

and may refer to architectural and historic sources other than these guidelines in order to make recommendations about all design issues not expressly defined in these guidelines.

In accordance with the ~~Town of Haymarket~~ Historic District Overlay, these guidelines are to be applied to those improvements which currently or in the future could be visible from any public view.

Additionally, according to the Town's Comprehensive Plan (2008-2013), a close relationship between the Planning Commission (herein after, the "PC") and the Architectural Review Board (herein after, the "ARB") is necessary to implement a community design. The PC is responsible for ensuring that development plans abide by existing land use and zoning ordinances whereas the ARB is responsible for ensuring that the design of new structures and the modification of existing buildings adhere to an overall architecture consistent with the Historic District Ordinance and these Guidelines. The community design plan must be a balance of meeting future and current community needs, saving and rehabilitating historic structures, and allowing homeowners and business owners enough latitude to enhance their properties all while creating and preserving the historic "character" of Haymarket.

The overall community design and its resulting policies should produce a Haymarket that gives the impression of "built over time". Each section of the Town should flow into the other. As developers present designs and requests for zoning changes, the PC, ARB, and, ultimately, the Town Council must keep this overall design goal in mind when approving these designs and granting requests.

C. APPROVAL BY THE ARB MAY BE ONLY ONE STEP IN REQUIRED APPROVAL PROCESS

The regulations imposed by the Historic District Overlay are in addition to the requirements of the Town Code, state and federal laws and building codes.
Therefore, application to and approval by the ARB may only be one step in the process of receiving full approval of an application. It is the responsibility of all applicants to comply with all building codes and state, federal, and Town requirements.

D. CERTIFICATE OF APPROPRIATENESS

See Sec. 58-16.4 of the Zoning Ordinance for language referring to the Certificate of Appropriateness.

The Certificate of Appropriateness COA is the vehicle by which an applicant receives approval for an application before the ARB. All applicants must receive a COA prior to construction, alteration, or restoration of any building, structure, or sign in the Historic District Overlay.
An idealized timeline for review and approval is listed in Section D.1; however, the timeline for review and approval may vary based on the nature and content of the submitted application.
Please note that some cases under review will only require Administrative approval prior to installation or application to Prince William County's Building Department. The Town

Planner will notify the applicant whether or not the submitted application will require Administrative or ARB approval prior to submission of the application.

The procedure for Administrative Review and approval is as follows:

1. Submission of application materials to Town Staff—an application for a COA will be picked up from Town Hall/downloaded from the Town website and filed with the Administrative Assistant with all required accompanying documentation and fees.
2. Review and comment from Town Staff—the application will be reviewed by the Town Planner and will receive approval/denial within 10 days of processing of the application. Revision of application materials and resubmission by the applicant may be necessary per the Town Planner's request.
3. Approval of application

1. Procedure for ARB Review and Approval

1. Application for a ~~Certificate of Appropriateness~~ COA shall be filed with the Town ~~Clerk~~ Administrative Assistant with all required accompanying documentation and fees. An application for a COA may be obtained via the Town website or by visiting Town Hall. The Town Administrative Assistant will be given two days to process the application and hand materials to the Town Planner before application review begins.
If any additional information is required for the application, the Town Planner will notify the applicant within the 10 day processing time.

2. The ~~board~~ ARB shall meet within 45 days after notification by Town ~~Clerk~~ Staff that such application is complete and ready for consideration.

3. The applicant, or a representative, is required to attend the meeting at which their application is to be heard. If the applicant or the applicant's designee does not appear before the ~~board~~ ARB, the application may be deferred until the next meeting. If this applicant or their representative does not again appear, the application may be discontinued.

4. The ~~board~~ ARB shall endeavor to vote and announce its decision on any matter properly presented within 14 days after the conclusion of the ~~final hearing on the matter~~ final meeting unless time is extended by mutual agreement between the board and the applicant and the applicant waives the 45 day deadline in writing.

5. The ~~board~~ ARB shall not reconsider any decision made by it except in cases where an applicant appears with an amended application addressing all areas of concern and two-thirds of a quorum of the ~~Board~~ ARB votes to reconsider such applications.

2. Appeals

Whenever the ~~board~~ ARB or Town Planner shall approve or disapprove an application for a COA, any aggrieved party ~~or member of the Town Council~~ shall have the right to appeal and be heard before the Town Council provided such person files a written notice of intention to appeal with the Town Clerk on or before 14 days after the decision of the board.
Upon receipt of such notice, the Town Clerk shall place such appeal on the agenda for the next regular meeting of the Town Council, at a time not to exceed 45 days after the receipt of such notice of appeal.

The appeal process applies to applications that require either Administrative and ARB approval/denial.

E. EXEMPTIONS

When in compliance with all Town ordinances and other requirements, the following projects are exempted from all provisions of these Design Guidelines:

- Routine maintenance work on buildings that does not significantly alter the appearance or function of the building, nor materially replaces old roofing, siding, or window materials with new materials substantially identical to the repaired materials. Replacement of more than 10% of a feature (i.e. roof, siding, etc.) is NOT considered routine maintenance and shall be deemed "material".
- Interior Remodeling Work.

ARCHITECTURAL STYLES OF HAYMARKET

This plan can be described with respect to the main geographic portions of The Town is commonly described with respect to the main geographic sections found within:

Industrial/Retail, West of Fayette Street

As development has progressed, styles of new buildings show a regression of architectural styles from modern (Sheetz, Crossroads Village Center), to neo-colonial (Leaberry and Quarles shopping centers), to late-1800s urban (Bloom building) and finally to colonial (Giuseppe's Restaurant and Remax Realtors). One historic structure has been saved, Winterham, albeit in the midst of a between new shopping centers and professional complexes. This regression is in concert with the overall goal of maintaining the feel of the town center as the oldest portion of Haymarket. Only one property of this part of town is undeveloped, the land between Quarles and Giuseppe's Restaurant. The overall design of a retail or professional complex on this site must flow into this age progression. Accordingly, the style and size of structures here should be consistent with mid-1800 and early 1900 historic architecture. Locations in this part of town should be accessible by foot traffic. Parking will generally be available on site and is to be behind the structure, if feasible.

Historic Walking/Central Portion of the Town

This portion of Haymarket houses the old Town Hall, now the Haymarket museum, and the historic old post office. Development here should be carefully considered and should reflect the architecture that lines Washington Street and defines historic Haymarket. Architectural styles and building sizes should include Colonial, Federalist, and Folk Victorian with Greek revival and Italianate architectural details. Visual interest should be encouraged through the use of height variations ranging from one to three stories. Retail and professional buildings should be arranged in a "walk-around" manner, with parking off-site. In essence, development in this area should create a town center with a historical feel in which residents and visitors can walk, shop, eat, conduct business and relax. Restoration of the old post office will be required as part of any development plan. Consideration must be made to the utility of maintaining town hall in this portion of town or moving it to another location. From this point in town, all other structures should begin to look "newer". The newest building addition to

this portion of Town is the Hilton Garden Inn directly across Washington Street from Town Hall, which has a more modern design, and has a walkable pedestrian scale of architecture from street level.

Commercial/Residential Blend East of Town's Center

Traveling east from the central portion of town, Haymarket unfolds in a pleasant mix of older, residential homes and low intensity commercial uses such as a veterinary clinic and a Baptist Church. This blend of uses continues to the eastern town limit, where a neo-colonial residential development is across the street from public uses in two Sears houses fronted by a planned village green. The two Sears structures fit this area architecturally and historically and should be preserved, if at all possible. Almost all the land north and south of Washington Street is developed. Much of the available land on the north side of Washington Street seems well suited to low intensity commercial uses, with adequate buffering to separate it from residential neighborhoods. Whenever possible, existing residential buildings should be converted to commercial use, rather than have new buildings constructed, to continue the open, small town atmosphere and sense of place. As per the ARB guidelines, any new development must follow architectural styles represented by the surviving historic buildings in Haymarket. In general, developments within the last seven years have been styled as neocolonial. As other residential developments are planned, the ARB will encourage developers to move away from "cookie cutter" designs and explore styles that reflect a post-Civil War era. This would include Victorian styles. Modern or industrial designs are not consistent with the Historic District and are not appropriate.

Overall Plan

The overall community design and its resulting policies should produce a Haymarket that gives the impression of "built over time". Each of these sections of town discussed above should flow into the other. As developers present designs and requests for zoning changes, the PC, ARB, and, ultimately, the Town Council must keep this overall design goal in mind when approving these designs and granting requests.

II. STREETSCAPE AND SITE DESIGN

Certain applications require additional approval from the Town Council and Planning Commission due to their proximity to specific road corridors or the alteration's visibility from the public view.

Aside from the Washington Street Enhancement Project, all below alteration designs and types will go through general Administrative or ARB approval processes.

A. WASHINGTON STREET ENHANCEMENT PROJECT

There are additional Town Code requirements for site and streetscape design in the Washington Street area, found in Section 58-20.9, 58-20.10, and 58-20.16 of the Zoning Ordinance.

B. FENCES AND WALLS

~~The ARB generally approves fences that meet the following criteria and that are consistent~~

~~with the fence style examples shown in Appendix C~~. All fence applications will be administratively reviewed and approved.

1. Types

- Wood or wood-look products in the style of a picket, board, or split-rail.
    - Regarding fence installation at the Longstreet Commons Subdivision: The subdivision was created in 1987 prior to the establishment of the guidelines and all lots within this subdivision are subject to a restrictive covenant that any fence constructed must be board on board and none other.
    - For picket fencing, pickets must be separated from each other by a space of one to three inches but should not be any wider than the width of the picket. Additionally, the picket will have a horizontal width of two to four and one-half inches. The fence will be constructed with the finished side facing outside of the fenced property.
    - Board fencing will be constructed of six-inch wide boards. If more than twenty- five percent is to be replaced, then the entire fence will be considered as a new fence and must adhere to these guidelines.
    - For split-rail fencing, a maximum of three rails is permitted. The height of a split- rail fence should not exceed 48 inches at the highest rail.
- Wrought iron.
- Other fence styles, such as ornamental and privacy fences will be considered on a case-by-case basis.
    - Partial and/or decorative fencing styles should be appropriate to the architecture of the parent building. Partial and/or decorative fences are not to be used extensively along the property line.
    - For fences with an open design, wire mesh can be used to contain pets. The wire mesh should be of a heavy gage in black or dark green with a square or rectangular weave. It should be installed on the inside of the fence and not extend above the top of the fence or top rail in a split-rail design. “Chicken wire” is not approved.

- Screen fencing ~~is discussed in Section II H~~.
- At no time will stockade, snow fencing, exposed chain link fencing or barbed or razor wire (or any similar exposed security fencing) be allowed within the Historic District.
- Alternating board fences are not approved for new fences.

2. Materials

Colors and choice of materials for fences and walls shall compliment and be consistent with the design and materials of the parent building.

~~Special Instructions~~ (Moved as sub bullets to fence types)

~~For picket fencing, pickets must be separated from each other by a space of one to three inches but should not be any wider than the width of the picket. Additionally, the picket will have a horizontal width of two to four and one-half inches. The fence will be constructed with the finished side facing outside of the fenced property.~~

~~Board fencing will be constructed of six-inch wide boards. If more than twenty- five percent is to be replaced, then the entire fence will be considered as a new fence and must adhere to these guidelines.~~

~~For split-rail fencing, a maximum of three rails is permitted. The height of a split- rail fence should not exceed 48 inches at the highest rail.~~

~~Partial and/or decorative fencing styles should be appropriate to the architecture of the parent building. Partial and/or decorative fences are not to be used extensively along the property line.~~

~~For fences with an open design, wire mesh can be used to contain pets. The wire mesh should be of a heavy gage in black or dark green with a square or rectangular weave. It should be installed on the inside of the fence and not extend above the top of the fence or top rail in a split-rail design. "Chicken wire" is not approved.~~

3. Gates

- All fence gates should match the design and construction of the fence.
- If a matching design cannot be met due to structural integrity, a solid board or vertical picket design can be substituted.
- The gate may have either a flat level top or a rounded top.
- Ornamental gates will be considered if the design is harmonious with the parent structure architecture and fence style.
- Gates should be single hung with the stile at the same height as the fence.

4. Walls

- Freestanding walls may only be constructed of brick, concrete or fieldstone. If concrete or concrete block is used, it shall have a façade of brick or fieldstone.
- Retaining walls shall be constructed of brick, concrete, fieldstone or wood. If constructed of wood, a minimum of six-inch by six-inch beams in rectangular cross-section will be used. Pressure treated wood or railroad ties must be used.

C. LIGHTING (FREE STANDING/POSTS)

- All exterior lighting schemes shall be preplanned in its entirety and such plans, with detailed specifications, shall be presented to the ARB for consideration and approval.
- Business Town lighting located along Washington Street shall also be in accordance with the Streetscape Plan.
- Free standing light posts shall be compatible with the prevailing and recognized historic architectural character of the Town.
- Free standing lights shall not exceed sixteen feet in height in business and industrial zones.
- Free standing lights shall not exceed six feet in height in residential zones.
- All free standing lights shall be directed downward onto the site and light shall not materially project onto adjoining properties.
- A combination of free standing and wall-mounted fixtures is recommended in order to yield varied levels of lighting.

D. TELECOMMUNICATION DISHES, DRUMS AND TOWERS

- Communication dishes or drums located in an Industrial Zoned I-1 district (in the southwest corner of Haymarket between Fayette Street and James Madison Highway) must be surrounded by fencing and obscured from view if mounted on the ground.

- Any exposed dish or drum mounted on a tower or monopole shall be painted white or another color approved by the ARB.
- No antenna higher than twenty-four linear feet from ground level shall be constructed or attached to any building or structure within the Industrial-zoned district.
- ~~Small cell facilities and similar infrastructure deployments must meet the following criteria:~~

~~[reasonable, nondiscriminatory, and objective standards to be drafted]~~

E. SCREENING

All outdoor utilities, transformers, meters, trash dumpsters, mechanical, heating and a/c units shall be screened from the public view by walls, fences, landscaping or a combination thereof. If roof-mounted mechanical equipment is used, it shall be screened from public view on all sides. The screening material and design shall be consistent with the design, textures, material, and colors of the building. The screening shall appear as an integral part of the building.

III. NEW CONSTRUCTION AND ADDITIONS TO EXISTING NON-HISTORIC AND NON-CONTRIBUTING STRUCTURES

A. GENERAL GUIDELINES

- In order to create a more pleasing blend of historic and new elements in the Town, new structures shall be compatible with the prevailing and recognized historic architectural character of the existing adjacent structures.
- New buildings shall be designed to complement rather than detract from adjacent buildings in terms of mass, scale, and materials.
- Alterations to existing structures that are not within the Historic District Overlay or have been deemed an Administrative review procedure are reviewed and approved by either the Town Planner or the Zoning Administrator. All other alterations to existing structures will be reviewed and approved by the ARB.
- All new construction within the corporate limits of Haymarket must go through review and approval by the ARB.

B. COLORS

- Painting, architectural accents, and signage shall use colors complementary to adjacent structures as well as being appropriate for the adjacent architectural styles.
- Colors of a building shall also take into consideration roof, foundation materials and design elements and principle.
- The ARB may adopt an approved color palette from time to time. Applicants are not limited to using the approved color palette, but if using another color palette they must submit sufficient information to the ARB for it to determine that the proposed color palette is compatible with the historic color scheme of the Town and adjacent architecture.
- ~~The approved colors are from the Martin Senour Paints Williamsburg collection. These colors may be viewed at the Town Hall office.~~
- Corporate logo colors may not meet the Town design guidelines and may not be approved.

C. EXTERIOR ELEMENTS

1. Foundations and Siding

The following materials are acceptable for exteriors and foundations of buildings

within the Town, if consistent with the other requirements of the Historic District Ordinance and these Guidelines:

- Foundation exteriors must be comprised of brick, stone or concrete with a brick relief.

- Wood siding
- ~~Wood look~~ Vinyl Siding, if consistent in quality and texture with Historic District requirements
- Hardboard Siding
- ~~Stone~~
- ~~Brick~~

Paneling and exposed cinder or concrete blocks are not appropriate for any structures. The ARB may consider other exterior materials if such material is consistent with the Historic District Ordinance and these Guidelines. The applicant is responsible for providing the ARB sufficient information to determine such consistency.

- **Decorative Detailing**

All new construction in the Colonial style shall have exterior dentil moldings where appropriate that must be proportionate to the size and scale of the structure. Decoration shall be made of wood/vinyl trim that matches the colors and aesthetics of the exterior of the building.

~~CHIMNEYS~~
~~The exteriors of all exposed chimneys or mock-chimneys constructed in the Town shall be constructed of brick, stone, or brick and stone facing.~~
~~The exterior design shall include a connection to the base or ground of the home and extend above the roofline.~~

D. ROOFING and CHIMNEYS

- All roofing applications that fall outside of the Historic District Overlay will be administratively reviewed and approved once HOA approval is granted, if necessary.
- Roof design, materials, colors and textures shall be consistent with the Historic District Ordinance and these Guidelines.
- Roof materials may include metal, composition shingle and wood.
- On any additions to structures with existing pressed tin roofs, the same roof style shall be extended.
- The exteriors of all exposed chimneys or mock-chimneys constructed in the Town shall be constructed of brick, stone, brick and stone facing, vinyl, or metal.
- The exterior design shall include a connection to the base or ground of the home and extend above the roofline.
- Gutters, downspouts, entablatures, cornices, and eaves will match the color scheme and aesthetics of the exterior of the structure.

E. LIGHTING (ATTACHED TO STRUCTURE)

The ARB may adopt from time to time a list of approved lightbulb types.
All attached exterior lighting shall be contained in fixtures that meet the requirements of these guidelines.

F. WINDOWS AND DOORS

- All window and door applications will be administratively reviewed and approved once HOA approval is granted, if necessary.
- Applications for porticos, porches and other building entrances will be approved by the ARB.
- ~~Storm doors and windows must be full view.~~
- Sliding glass doors shall not be allowed on the front of the structure if they are visible from a public way or street.

G. DECKS

All deck applications will be administratively reviewed and approved once HOA approval is granted, if necessary.

Deck plans must be submitted to the ~~ARB~~ Town Planner for design approval with a list of materials.

Permitted materials are:

Pressure-treated lumber

Manufactured wood

Composite material such as TREX© or other similar product

Wood

Deck colors must match either the primary or trim color of the structure.

Once painted or stained, the finish must be maintained to prevent peeling.

H. HANDICAPPED RAMPS

- Applications for handicapped ramps for residential buildings will be administratively approved, while the ARB will approve all commercial ramp installation, including storefronts.
- Handicapped ramps should not be built in a runway style perpendicular to the front façade unless all other alternatives present undue hardship.
- Potential materials are:

1. Pressure-treated lumber
2. Manufactured wood
3. Composite material such as TREX or other similar product
4. Wood

5. AWNINGS

Administrative review and approval will be given for non-contributing structures.

Awnings may be permitted if consistent with the Historic District Ordinance and these Guidelines.

Material used to construct awnings or canopies shall be limited to canvas or similar material. Vinyl, plastic or aluminum will not be considered as material for use in the construction of awnings or canopies.

The design of the awning and color of the cloth should complement the building.

The scale of the design should be related to the proportions of the building.

Awnings must be a solid color.

All awnings should be well maintained, washed regularly, and replaced when faded or torn.

Any lettering applied to an awning shall be considered a sign and must comply with the Town Ordinance regarding signs.

GUIDELINES FOR ALTERATIONS OR ADDITIONS TO HISTORIC STRUCTURES OR CONTRIBUTING STRUCTURES

Note: The Town Code designates as "historic" ~~all structures that are 50 years old or older.~~ all buildings within the Historic District Overlay which were built prior to 1950.

See Appendix D for a list and map of the Town's Historic Structures

A. GENERAL GUIDELINES:
Any exterior alteration or addition to a historic structure has the potential to radically alter the structure's appearance and/or obscure its historic significance. When an alteration or addition is planned, it shall be designed and constructed in a manner consistent with the architecture and design elements of the period of initial construction and not detract from the character-defining features of the historic structure. To this end, the ARB shall examine the proposed modifications to the historic structure and determine if such proposed modification would detract from the significance or integrity of the structure.
The following considerations shall be met in any renovation or addition to a historic structure:
The size and scale of any alteration or addition shall be limited so as not to compromise the integrity of the historic structure or the surrounding structures.
The alteration or addition must use materials, level of detail, fasteners, finishes and colors that are consistent with the historic structure's period of construction and should take into account compatibility with surrounding structures.
The alteration or addition must incorporate the design elements and principles of the existing structure.
Original siding materials shall be repaired and retained, rather than removed or covered. If replacement must be made, and is approved by the ARB, it must be with like materials. Replacing original wood siding with cement siding products, such as Hardiplank siding, is not permitted.
Existing paint may be removed if done in a manner that will not damage the surface of the structure. Such method of paint removal shall be reviewed in advance by the ARB if such facility is a historic building.

SIGNAGE

See Section 58-17 of the Zoning Ordinance for Town signage requirements. See Appendix B for Sign Design Examples

Signs associated with historic structures shall use fonts and designs documented to be from the time period of (1) the structure's construction or (2) the period 1750 to 1900.
Signs should make a positive contribution to the general appearance of the street and neighborhood in which they are located as well as complement the architecture of the building(s).
It is not a given that corporate business logos or color schemes will meet sign guidelines.
The ARB strongly encourages the use of durable synthetic materials.

DEMOLITION GUIDELINES

The requirements for demolition review and approval can be found in Section 58-16.12 of the Zoning Ordinance.

A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

The Haymarket Comprehensive Plan supports the preservation of the Town's historic resources to the greatest extent possible. Therefore, there must be a compelling reason to demolish a historic structure.
Applicants must provide a written statement explaining the reason for the demolition and describe alternatives to demolition and why such alternatives are not considered feasible.
In some instances, the ARB may require a structural analysis of the building by a licensed professional engineer regarding the structural integrity of a building prior to a demolition permit decision.
If an applicant is successful in demonstrating that a historic structure is a candidate for demolition the ARB may approve the demolition request with one or more of the following conditions, depending on the circumstances surrounding the request:
Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.
Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.
The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.
The demolition may occur only following receipt of a ~~building~~ demolition permit for the ~~new construction~~ structure.

SITUATIONS NOT COVERED, ADDITIONAL REQUIREMENTS

These guidelines do not cover every possible situation. Architectural alterations or construction requests not covered by these Guidelines will be reviewed for appropriateness by the ARB on a case-by-case basis applying the standards and principles

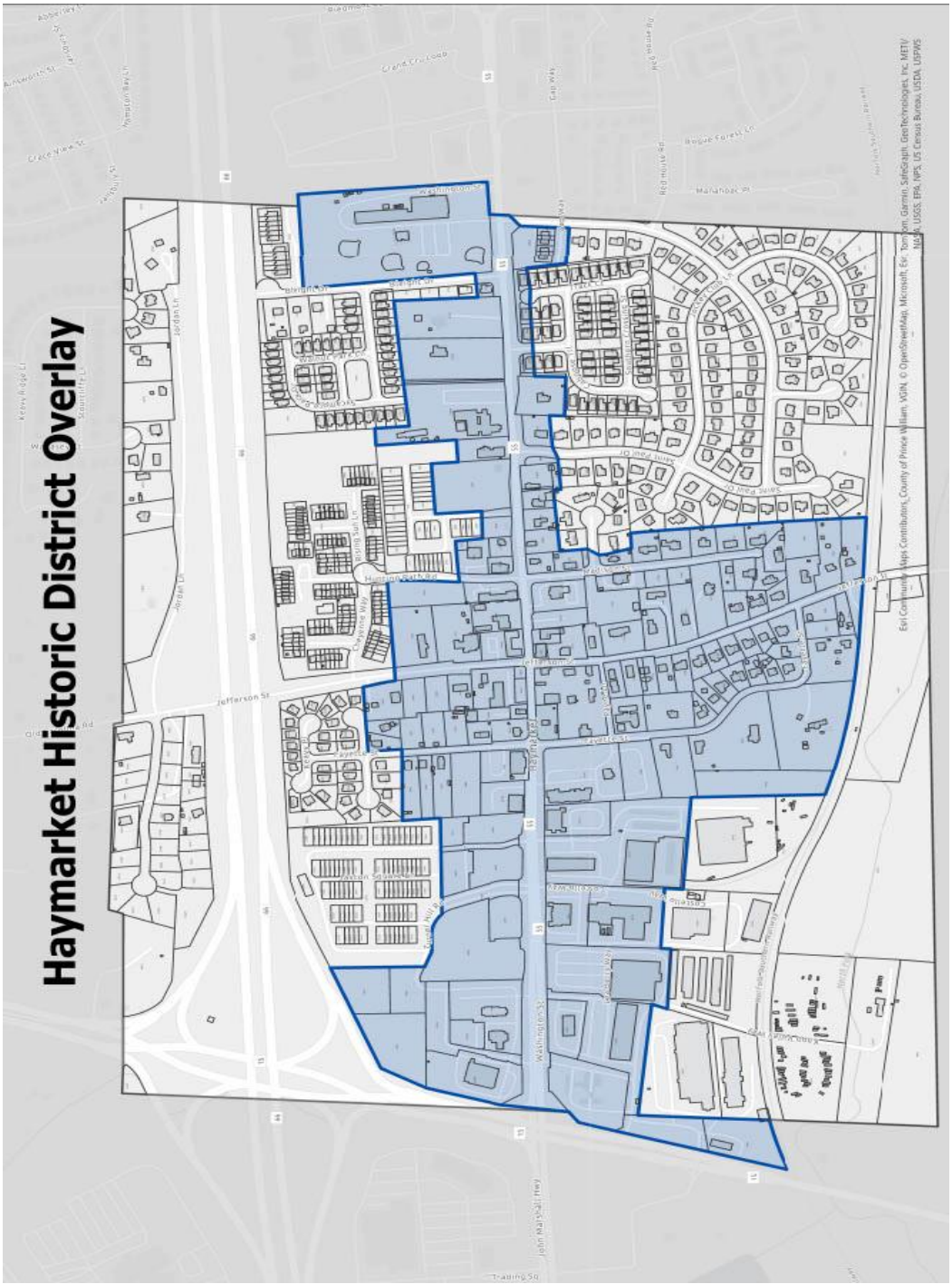
set forth in these Guidelines and the Town's Comprehensive Plan and ordinance provisions. The timeline for review and approval of the application may vary based on the content and historic context of the submitted application. It is the responsibility of all applicants to comply with all Town building, zoning, subdivision and land use requirements as well as all state and federal requirements. If there are any further questions that applicants may have in this process, please contact Town Staff at (703) 753-2600 or visit Haymarket Town Hall at 15000 Washington Street Suite 100.

LEGAL STATUS OF GUIDELINES

The Town Council recognizes it is not possible to define what may or may not be required in the many unique circumstances which will occur in the Historic District. It is therefore impossible to define by ordinance precisely how to apply the Historic District Ordinance to these type situations. These Guidelines are the result of mature consideration by the Town Council after input and comment by the public, the ARB, the PC ~~Planning Commission~~ and the residents of the Town. These Guidelines shall have the legal force of a town ordinance and shall provide the legal framework for achieving the purposes of the Historic District Ordinance and the preservation of the Town's historic resources in the Historic District. By application of these Guidelines and the Historic District Ordinance, relevant matters will be decided in a consistent fashion. These Guidelines also provide important guidance to property owners within the Historic District

APPENDIX A: HISTORIC DISTRICT OVERLAY AND MAP

To read the language of the Historic District Overlay in its entirety, please refer to ARTICLE XVI. - OLD AND HISTORIC HAYMARKET DISTRICT OVERLAY



APPENDIX B: SIGN DESIGN EXAMPLES

The following examples of current Town Business signs demonstrate the subdued style from 1750 to 1900. They are not inclusive of all acceptable sign styles. Any particular sign style must be approved by the ARB in a certificate of appropriateness.

(Use of these images is for exemplary purpose only and is not an endorsement of any business shown. ~~Letter typestyle can be found in Appendix A~~)

MENU SIGNS

HANGING SIGNS

FREESTANDING SIGNS

INDIVIDUAL LETTER SIGNS

WALL SIGNS

DIRECTIONAL SIGN

NEON "OPEN" SIGN (Non-Flashing/Non-Moving)

APPENDIX C: APPROVED FENCE STYLES

PICKET STYLE FENCES:

ENCLOSURES:

OTHER FENCE STYLES/RETAINING WALLS:

Ornamental Fencing

Wrought Iron Fence

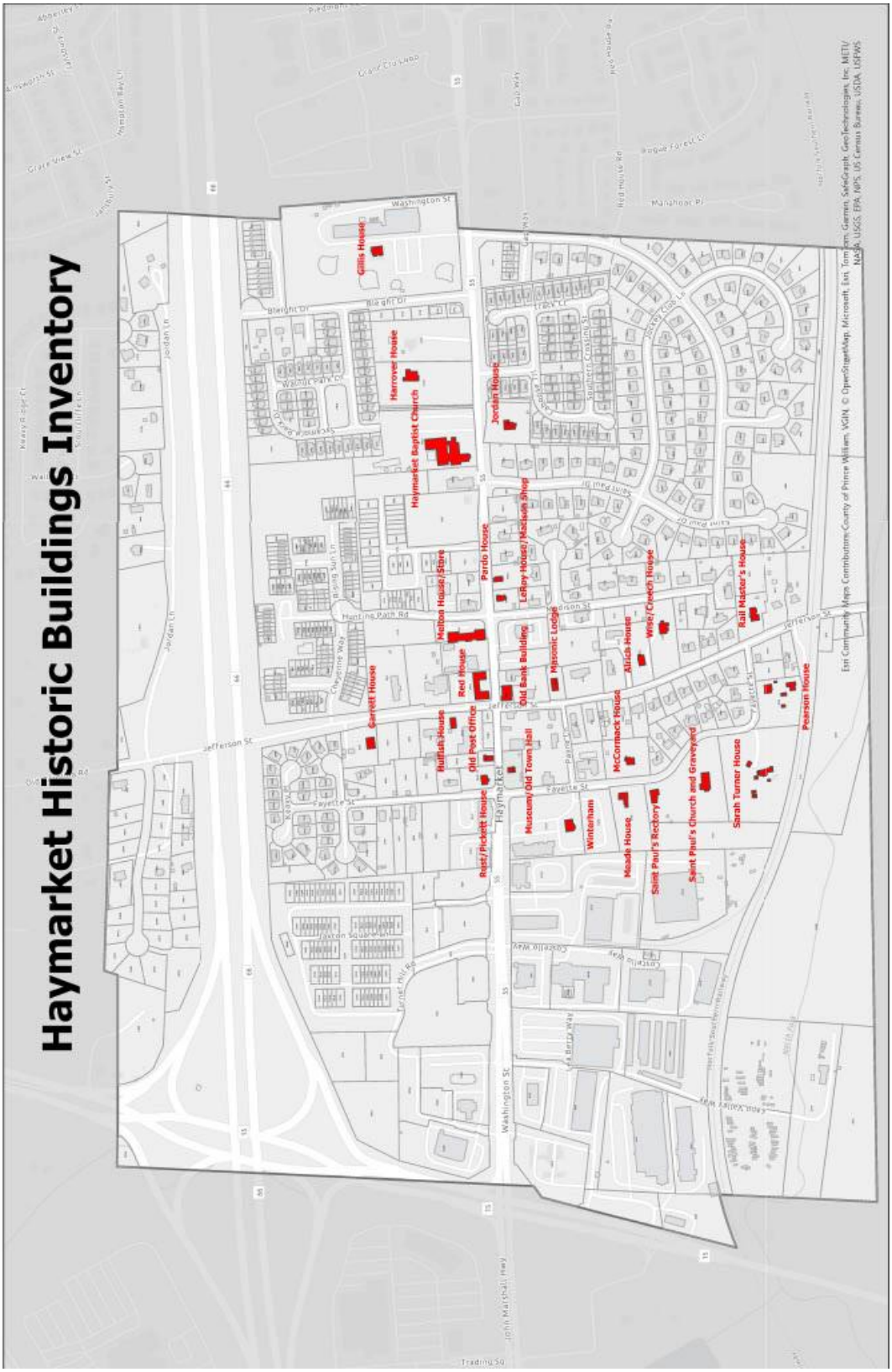
Stone Retaining Wall

Wood Retaining Wall

APPENDIX D: HISTORIC STRUCTURES INVENTORY

Address	Date of Construction	Historical Name
14600 Washington Street		QBE Building
14650 Washington Street		
14710 Washington Street	ca. 1924	Sears House
14740 Washington Street	ca. 1926	Sears House
14801 Washington Street	ca. 1900's	Jordan House
14800 Washington Street	ca. 1900	Baptist Church
14841 Washington Street	ca. 1900	Watts House
14845 Washington Street		
14881 Washington Street	ca. 1900	House
14891 Washington Street	ca. 1900	LeRoy House/Madison Shop
14898 Washington Street		
14910 Washington Street	ca. 1895	Melton House/store
14920 Washington Street	ca. 1900	Lane Motors Property
~~14941 Washington Street~~	~~ca. 1948~~	~~Old Fire Station (first one in~~
~~14950 Washington Street~~	~~ca. 1870's~~	~~Western Prince William County) Roland~~
	~~Built on site of the Red House Tavern~~	~~House/Red House~~
		~~Tavern (first building built before~~
		~~Haymarket became a town~~
14951 Washington Street	ca. 1910	Old Bank Building
15020 Washington Street	ca. 1920's	Old Post Office
15030 Washington Street	ca. 1920	Rust/Pickett House
15101 Washington Street	ca. 1888/90	Dr. Payne House/Winterham
6721 Madison Street		
6760 Madison Street		
6560 Jefferson Street		
6590 Jefferson Street	ca. 1910	Garrett House
6611 Jefferson Street		
6620 Jefferson Street	ca. 1900	Downs House
6707 Jefferson Street	ca. 1920's	Large example bungalow
6706 Jefferson Street	ca. 1901	Gossom House
~~6712 Jefferson Street~~	~~ca. 1935~~	~~Baker/Bean House~~
6713 Jefferson Street	ca. 1910	Masonic Lodge
6720 Jefferson Street	ca. 1930	Gossom House
6741 Jefferson Street	ca. 1890	Brownie Smith House
6722 Jefferson Street		

6735 Jefferson Street		
6751 Jefferson Street	ca. 1870	Alrich House
6771 Jefferson Street	ca. 1870-80	Wise/Creech House
6810 Jefferson Street	c. 1900	Leonard House
6811 Jefferson Street	ca. 1890	James Beale House
6814 Jefferson Street		
6735 Fayette Street	ca. 1911	St. Paul's Parish Hall
6740 Fayette Street	ca. 1890-1910	Meade House
6750 Fayette Street	ca. 1900	St. Paul's Rectory
6790 Fayette Street	ca. 1930	Sarah Turner House
6796 Fayette Street	ca. 1800	Pearson's House
~~14997 Walter Robinson Lane~~		
14975 Walter Robinson Lane		



Map showing the location of the ~~buildings~~ structures within the historic ~~buildings~~ structures inventory.

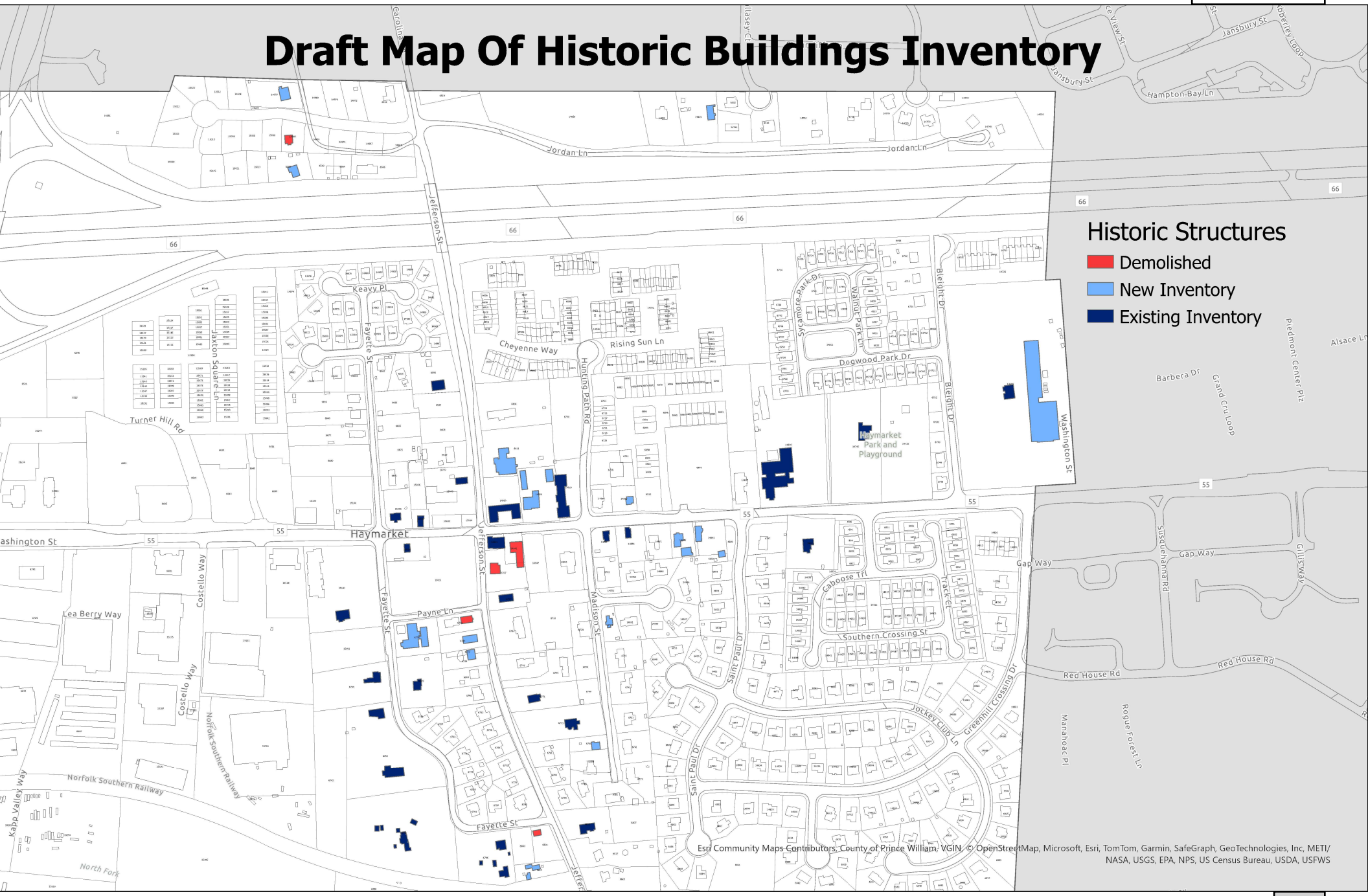
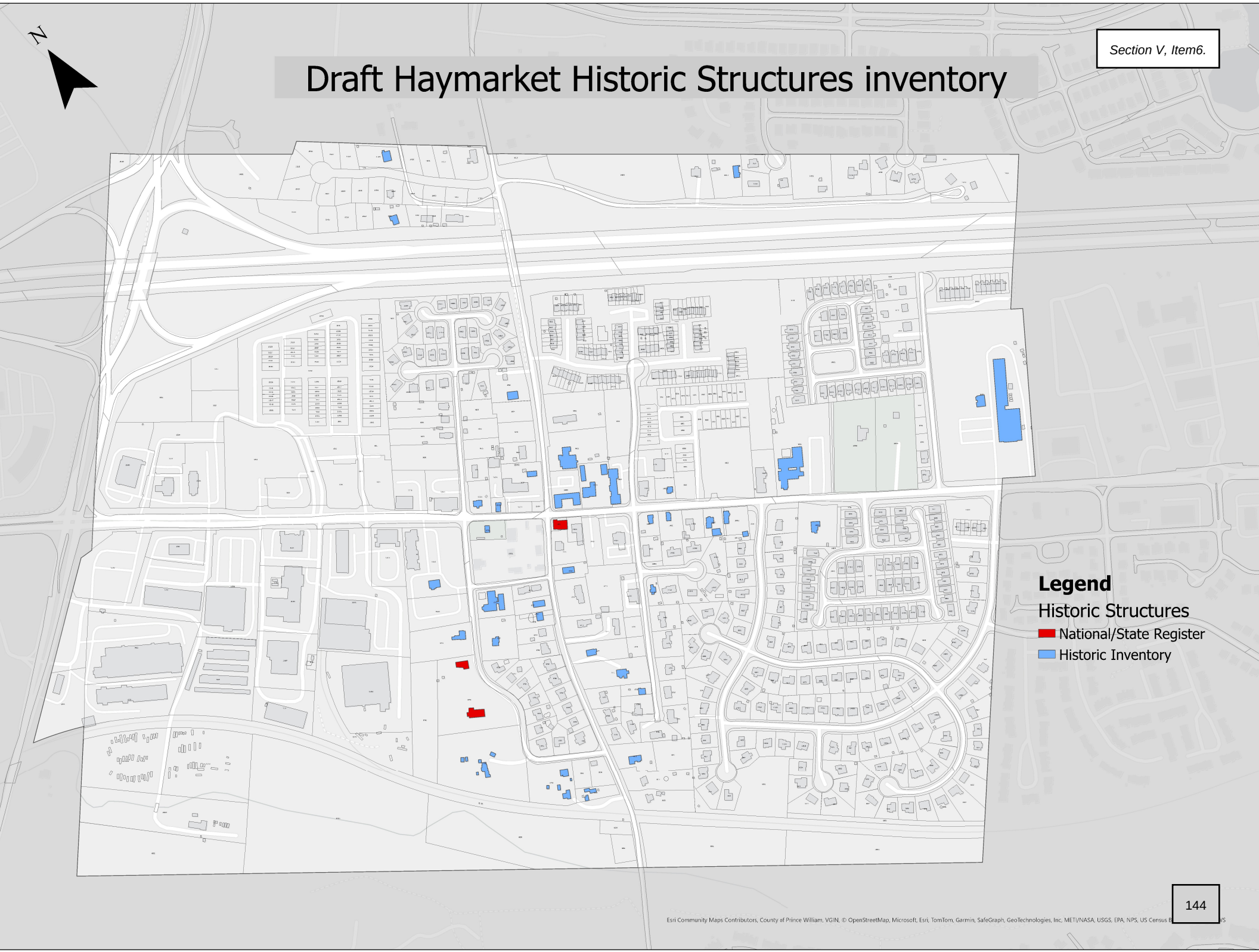
~~Source: *Town of Warrenton Guide to Historic Resources, Warrenton, VA*~~
~~Prepared by Michael Baker Associates with the Town of Warrenton, 2022~~
~~https://www.warrentonva.gov/DocumentCenter/View/179/Historic-District-Design-Guidelines-PDF?bidId=~~

SOLUTIONS TO EXTERIOR PAINT PROBLEMS ON HISTORIC WOODWORK & REPAINTING TECHNIQUES

GUIDELINES FOR PRESERVATION OF HISTORIC STRUCTURES

This link leads to the US Department of the Interior's Standards for the Treatment of Historic Properties and provides property owners with multiple resources to aid in preservation and maintenance of historic structures.

Draft Map Of Historic Buildings Inventory



Draft Haymarket Historic Structures inventory