



ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, November 20, 2024 at 5:00 PM

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

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

AGENDA

I. CALL TO ORDER

II. SITE VISIT 6700 6710 6720 BLEIGHT DRIVE

III. PLEDGE OF ALLEGIANCE

IV. CITIZENS TIME

V. MINUTE APPROVAL

1. Architectural Review Board - Regular Meeting - September 18, 2024
2. Architectural Review Board - Regular Meeting - October 16, 2024

VI. AGENDA ITEMS

1. ZP #2024-1102 14600 Washington Street #164, Zandra's Taqueria Patio Installation
2. ZP #2024-1103 14600 Washington Street #164, Zandra's Taqueria Sign Installation
3. ZP #2024-1106 6515 Crossroads Village Blvd (Kiddie Academy) Signage Installation
4. ZP #2024-0908: 6700, 6710, 6720 Bleight Drive Demolition COA Application

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. PLANNING COMMISSION UPDATES

X. TOWN COUNCIL UPDATES

XI. ADJOURNMENT



ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, September 18, 2024 at 7:00 PM

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

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

MINUTES

I. CALL TO ORDER

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

Chairman Marchant Schneider called the meeting to order.

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

II. PLEDGE OF ALLEGIANCE

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

III. CITIZENS TIME

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

IV. MINUTE APPROVAL

- 1. Architectural Review Board - Regular Meeting - 8.21.24

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

V. AGENDA ITEMS

- 1. Architectural Review Board Guidelines Update Discussion:

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

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

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

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

VI. OLD BUSINESS

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

VII. NEW BUSINESS

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

VIII. PLANNING COMMISSION UPDATES

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

IX. TOWN COUNCIL UPDATES

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

X. ADJOURNMENT

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



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/>

MINUTES

I. CALL TO ORDER

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

While waiting for Chairman Schneider to arrive, Vice Chairman Ben Barben called the meeting to order.

PRESENT

Chairman Marchant Schneider
Vice Chairman Ben Barben
Board Member Chuck Mason
Commissioner Justin Baker

ABSENT

Board Member Joanna Mason

II. PLEDGE OF ALLEGIANCE

Vice Chairman Barben invited everyone to stand for the Pledge of Allegiance.

III. CITIZENS TIME

There were no citizens wishing to address the Architectural Review Board at this evening's meeting.

IV. MINUTE APPROVAL

Town Clerk Kim Henry shared that the minutes were not ready to be approved at this meeting. No other action was taken at this time.

V. AGENDA ITEMS

1. ZP2024-1001: Sign Application, 15111 Washington Street, Suite 113

Town Planner Thomas Britt gave information on the sign application before the Architectural Review Board. He shared that the business at 15111 Washington Street went from Eugenes and Ethels to Monroe Bay Oysterette. He stated that the sign replacement to match the rebranding. Mr. Britt shared that the sign is 9 foot square metal sign and that it meets all the requirements within Zoning. He invited the owner to podium for any questions from the ARB. At this time, Chairman Schneider entered the meeting.

Board Member C. Mason moved to approve ZP2024-1001 at 15111 Washington Street, Monroe Bay Oysterette sign application. Commissioner Baker seconded the motion. The motion carried.

**Motion made by Board Member Mason, Seconded by Commissioner Baker.
Voting Yea: Chairman Schneider, Vice Chairman Barben, Board Member Mason, Commissioner Baker**

2. ZP2024-1002: Sign Application, 15234 Washington Street

Town Planner Thomas Britt gave information on sign permit application for Lifetime Smiles located at 15234 Washington Street. He shared that part of the Quarles property was subdivided and that the dentist office was approved for construction. He shared that the building is almost complete and that owner has submitted the application for the sign which is acrylic. He stated that he has samples available. Mr. Britt invited that applicant to the podium to answer any questions from the Board. There was a comment about the limitations is 15 feet which makes the sign off center. Chairman Schneider suggested that Mr. Britt keep record of the sign limitations for possible zoning changes in the future. There was a question about lighting. The applicant stated that at this time, there was no plans to illuminate the sign because of the lights on either side of the sign. The applicant stated that if zoning changes and would allow the sign to be higher, which would be centered, they would like to apply to relocate the sign to the higher dimension.

Board Member C. Mason moved to approve the COA for ZP2024-1002 for the sign installation at 15234 Washington Street. Vice Chairman Barben seconded the motion. The motion carried.

**Motion made by Board Member Mason, Seconded by Vice Chairman Barben.
Voting Yea: Chairman Schneider, Vice Chairman Barben, Board Member Mason, Commissioner Baker**

3. ZP2024-0910: Roof Replacement, 6750 Fayette Street

Reverend Sean Rousseau, pastor at St. Paul's Episcopal Church, approached the podium to discuss the roof replacement application for the rectory building. He provided photos of the roof showing that part of the roof is not visible from the street. He also shared that this particular building is on the county, state and national historic resources. He shared that the other buildings on the site are not on the historic resources. There was a discussion on keeping the integrity of the building. Reverend Rousseau stated that the church is requesting to replace the metal roof with a shingle roof along with the gutters and rain spouts. Discussion followed with Town Planner Britt and Reverend Rousseau on the application.

Chairman Schneider moved to approve COA ZP 2024-0910, replacing the roof of the church office located at 6750 Fayette Street with asphalt shingles and replacement of the gutters and down spouts as described in the application. Commissioner Baker seconded the motion. The motion carried.

**Motion made by Chairman Schneider, Seconded by Commissioner Baker.
Voting Yea: Chairman Schneider, Vice Chairman Barben, Board Member Mason, Commissioner Baker**

4. ZP2024-0908: Demolition, 6700, 6710, 6720 Bleight Drive

Town Planner Thomas Britt provided information on the demolition permit application of the three single family homes so that the 11 townhomes can be built on the parcel. Mr. Britt stated that going forward he will refer to the townhomes as Magnolia Crossing. He shared that the three homes were built in the late 1950's so they are not considered part of the historic resource for the Town. He invited the representatives from Water Creek Homes, the applicant, to the podium for further discussion with the Board. April Geyer, the representative, stated that the homes are currently rental properties with no HOA and has a lot of debris at the site. She stated that the company is planning to develop 11 townhomes at the site and has contributed to the sidewalk. She stated that the company feels strongly by making this property a townhome community that they would be contributing to the economic growth of the Town by removing some structures that has not been properly maintained. Discussion followed on the application. Chairman Schneider shared with the Board that there is criteria that needs to be met prior to approving the application. He shared the criteria that was provided in the packet by Mr. Britt. Chairman Schneider suggested that the Board conduct a site visit as they have for other demolition permit applications.

Chairman Schneider moved to defer ZP 2024-0908 - Demolition of 6700,6710, and 6720 to the November 20th meeting and to change the time of the November 20th meeting to 5 pm for the purpose of a site visit of the 3 homes and continue with the Regular Monthly Meeting at 6 pm. Board Member C. Mason seconded the motion. The motion carried.

**Motion made by Chairman Schneider, Seconded by Board Member Mason.
Voting Yea: Chairman Schneider, Vice Chairman Barben, Board Member Mason,
Commissioner Baker**

5. ZP2024-0907: Bleight Drive Townhomes Exterior Elevations

Town Planner Thomas Britt continued with the exterior architectural elevations of the proposed 11 town homes on Bleight Drive. He gave the floor to April Geyer from Water Creek Homes to discuss the plans with the Architectural Review Board. Ms. Geyer shared that Water Creek Homes feels that this property is a very desirable place for their concept on the town homes. She stated that the company does not want this to become rental property. She shared the site plan and the footprint after the 3 single family homes are removed. She also stated that they have named the development Magnolia Crossing. She provided the design for the monument sign at the entrance of the development. She also shared that there is ample parking planned and that the mailboxes will be installed at the corner to the property. She addressed the materials used and brought samples for the ARB to view. Discussion ensued on the elevations. She shared that most of the neighboring townhomes have the garages in the back. Where the design has the garages in the front so that there is a small back yard for each unit. Ms. Geyer provided two options, a more contemporary modern look and a more traditional craftsman style look. Chairman Schneider referred to the Town's comp plan on the design desired on the eastern end of the Town. The Board also discussed the exterior options provided by the applicant. There was request to show all the colors designs together and the side view of the end units from Bleight Drive. There were discussions on parking and light fixtures and deck designs. The Board provided a list of items to bring back to the next meeting. Those items are include the color options for the craftsmen design, light schematic on the units, the view of the end units facing Bleight Drive, the deck design, end units with roof pitch, the brick at the garage if it would be wrapped all the way around, and the entrance pillars with the monument sign options.

Chairman Schneider moved deferred further discussion of ZP2024-0907 Bleight Drive Exterior Elevations to the November 20, 2024 meeting. Board Member C. Mason seconded the motion. The motion carried.

**Motion made by Chairman Schneider, Seconded by Board Member Mason.
Voting Yea: Chairman Schneider, Vice Chairman Barben, Board Member Mason, Commissioner Baker**

At this time, Commissioner Baker left the meeting.

6. Discussion: Architectural Review Board Guidelines Update

Town Planner Thomas Britt shared that he was updating the language on the historic structure of the Guidelines and that he provided a draft map. He stated that he took the new stock of what is considered historic and designated the parcel sites that's on the National and State register. He stated that all structures are now accounted for on the map. A short discussion followed.

VI. OLD BUSINESS

Town Planner Thomas Britt provided updates to Old Business. He gave updates on Crossroad Village multi tenant signs. He shared there have been a few new businesses opening in Crossroads Village Center. He also shared that the Town Park sidewalk has been installed and will be ready for Haymarket Day.

VII. NEW BUSINESS

Town Planner Thomas Britt gave updates for New Business. He shared that there has been some new signs that have gone up without ARB approval. He stated that he will follow up with the business owners and get them to apply for a COA and will be before the ARB for approval at a future meeting.

VIII. PLANNING COMMISSION UPDATES

Town Planner Thomas Britt gave the Planning Commission updates. He stated that the Planning Commission gave comments on a one mile review at the intersection James Madison Highway and Old Carolina and on Heathcote Blvd.

IX. TOWN COUNCIL UPDATES

Chairman Schneider gave the Town Council updates. He reminded everyone about the Town Elections. He stated that there are seven candidates for six seats. He also reminded everyone about Haymarket Day scheduled for the upcoming Saturday. He stated that staff is still looking for volunteers.

X. ADJOURNMENT

With no further business before the Architectural Review Board, Vice Chairman Barben moved to adjourn with a second by Board Member C. Mason. The motion carried.

**Motion made by Vice Chairman Barben, Seconded by Board Member Mason.
Voting Yea: Chairman Schneider, Vice Chairman Barben, Board Member Mason**

Submitted By:

Approved By:

Kimberly Henry, Clerk of Council

Marchant Schneider, Chairman



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: November 14, 2024
SUBJECT: ZP #2024-1102 14600 Washington Street #164, Zandra’s Taqueria Patio Installation

APPLICATION SUMMARY:

Business/ Applicant: Zandra’s Taqueria

Street Address: 14600 Washington Street

Proposed Alteration: Fence addition to patio and change of patio cover schedule

Applicant’s Brief Description of the Activity: Addition of fencing around the patio of Zandra’s Taqueria and alteration of the schedule of the already approved overhead winter patio enclosure.

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.	<p>Addition of 6ft wood fence surrounding the patio of the business.</p> <p>The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.</p>	<p>The proposed alteration is visible from the public right of way.</p> <p>The fence meets the requirements found in the zoning ordinance.</p>
Sec. 58-16.8 (1) Exterior architectural features, including all signs, which are subject to public view from a public street, way or place.	<p>Addition of 6ft wood fence surrounding the patio of the business.</p> <p>The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.</p>	<p>The proposed alteration is visible from the public right of way.</p> <p>Fence is wood, with no caps or other notable features.</p>
Sec. 58-16.8 (2) General Design Arrangement	Addition of 6ft wood fence surrounding the patio of the business.	The design is in keeping with the guidelines.

	The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.	
Sec. 58-16.8 (3) Texture, material and color	<p>Addition of 6ft wood fence surrounding the patio of the business.</p> <p>The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.</p>	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	<p>Addition of 6ft wood fence surrounding the patio of the business.</p> <p>The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.</p>	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	<p>Addition of 6ft wood fence surrounding the patio of the business.</p> <p>The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.</p>	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	Addition of 6ft wood fence surrounding the patio of the business.	This matter is at the discretion of the ARB

and protection of historic places and areas	The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.	
<p>Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by:</p> <ul style="list-style-type: none"> (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 (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 	<p>Addition of 6ft wood fence surrounding the patio of the business.</p> <p>The applicant has also proposed to change the schedule of the use of the patio enclosure from the previously approved conditions.</p>	These matters are at the discretion of the ARB
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site - 14600 Washington Street	The main structure/site IS NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site - 14600 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 - 14600 Washington Street	B-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	<i>“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”</i>	These matters are at the discretion of the ARB
III. (b) Colors		The fence colors 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	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 siding at 14600 Washington Street Suite #164, the Town Planner recommends approval of the addition.

Draft Motion: “I move the Board approve the COA for ZP#2024-1102, for the fence addition at 14600 Washington Street Suite #164.”

Or an alternate motion.



ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-1102

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: Zandrias Haymarket

PROPOSED USE: Restaurant Size (Sq. Ft./Length) of Construction: 2700 sqft

SITE ADDRESS: 14600 Washington St Suite 146 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.)

Looking for approval of Patio Planters that surround the
our out door patio & a sign above store front
Entrance

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)

Planters are made of wood are 6ft tall & 10-12ft wide, 2ft
of Dept

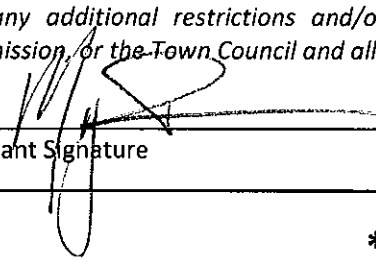
Supporting Documentation (attached): Specification Sheet Photograph(s)

PERMIT HOLDER INFORMATION		PROPERTY OWNER INFORMATION	
Name	<u>Miguel Pires</u>	Name	<u>Haymarket Property Group</u>
Address	<u>9313 West St</u>	Address	<u>14600 Washington St, Ste</u>
City	<u>Manassas, Va</u>	City	<u>Haymarket, Va</u>
State	<u>Zulio</u>	State	<u>20169</u>
Zip		Zip	
Phone#	<u>571-247-7462</u>	Phone#	<u>703-895-0677</u>
Email	<u>Piresm@pikesmill.com</u>	Email	<u>Connor.Leske@theHqs.com.net</u>

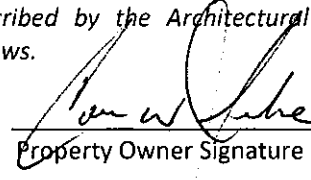
APPLICANT / PROPERTY OWNER SIGNATURE

*******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:

SIGN SPECIFICATION SHEET

SIGN 1:

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: Black metal backing and Gold Silver letter

Location of Sign (Include photo): above front door

Lighting Type/Fixture (No internal illumination is allowed): None

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 illumination 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 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): _____





CLIENT : HAYMARKET PROPERTIES
14600 WASHINGTON STREET
HAYMARKET VIRIGINA 20169

SALESMAN : KHYBER 631.636.7553
PROJECT MANAGER : BRAD 856.297.7657
SITE ENGINEER : CHRISSY

PROPOSED REMOVAL PATIO ENCLOSURE PANELS FRONT ENTRANCE VESTIBULE

BUILD NOTES : ALL PANELS TO HAVE REMOVEABLE WINDOWS
W SCREEN INSERTS
FIRE RATED AMTERIALS ONLY

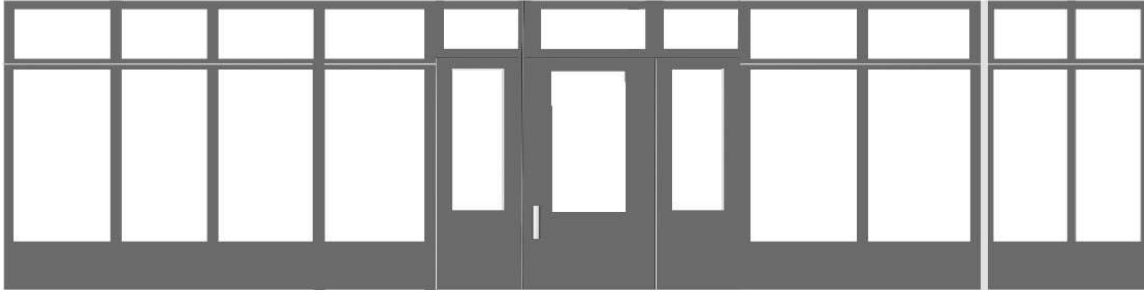
COMPLETE COST : \$35,000.00

FOOT PRINT FINAL SIZE TO BE MEASURED

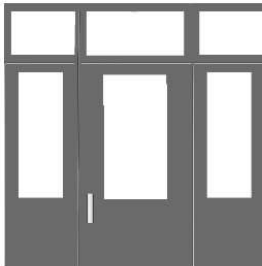
SIZES ARE APPROX
70 ft



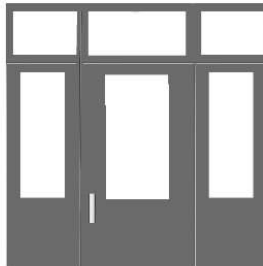
FRONT ELEVATION



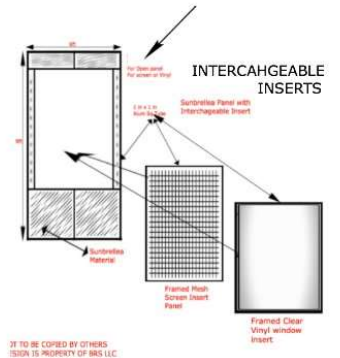
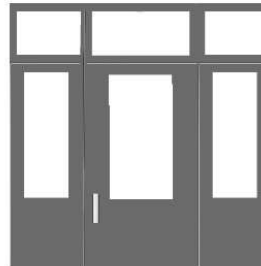
SIDE ELEVATION



INTERIOR SIDE ELEVATION



ENTRANCE VESTIBULE ELEVATION



IT TO BE COPIED BY OTHERS
ISSUE IS PROPERTY OF SBS LLC

Attachment: ZP#2021-001 Zandras Permit - Patio Enclosure (4869 : ZP #2021-001 - Zandra's Patio Enclosure 14600 Washington St. Suite 146)



CLIENT : HAYMARKET PROPERTIES
14600 WASHINGTON STREET
HAYMARKET VIRGINIA 20169

SALESMAN : KHYBER 631.636.7553
PROJECT MANAGER : BRAD 856.297.7657
SITE ENGINEER : CHRISSY

PROPOSED REMOVAL PATIO ENCLOSURE PANELS FRONT ENTRANCE VESTIBULE

BUILD NOTES : ALL PANELS TO HAVE REMOVEABLE WINDOWS
W SCREEN INSERTS
FIRE RATED AMTERIALS ONLY

COMPLETE COST : \$35,000.00



Attachment: ZP#2021-001 Zandras Permit - Patio Enclosure (4869 : ZP #2021-001 - Zandra's Patio Enclosure 14600 Washington St. Suite 146)



ARCHITECTURAL REVIEW BOARD

REGULAR MEETING

~ MINUTES ~

Emily Lockhart, Town Planner
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
Haymarket, VA 20169

Wednesday, January 20, 2021

7:00 PM

Council Chambers

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

Vice Chairwoman Suzanne Luersen called the meeting to order.

I. Call To Order

Due to the COV-ID 19 pandemic and Governor Northam's executive order on social distancing, Commissioner Aayush Kharel and Chairwoman Sheridan King attended this evening's meeting via Zoom from their respective homes.

Councilman Marchant Schneider: Present, Commissioner Aayush Kharel: Remote, Chairwoman Sheridan King: Remote, Vice Chairwoman Suzanne Luersen: Present, Board Member Rochele Utz: Present.

II. Pledge of Allegiance

Vice Chairwoman Suzanne Luersen invited everyone to stand for the Pledge of Allegiance.

III. Citizen's Time

There were no citizens present wishing to address the Architectural Review Board at this evening's meeting.

IV. Minute Approval

1. Architectural Review Board - Regular Meeting - Nov 18, 2020 7:00 PM

Board Member Utz moved to approve the minutes from the November 18, 2020 Architectural Review Board meeting. Councilman Schneider seconded the motion. The motion carried.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Rochele Utz, Board Member
SECONDER:	Marchant Schneider, Councilman
AYES:	Schneider, Kharel, King, Luersen, Utz

V. Agenda Items

1. ZP #2021-001 - Zandra's Patio Enclosure 14600 Washington St. Suite 146

Town Planner Emily Lockhart gave a brief update on this application. Ms. Lockhart explained that at the November meeting, the Architectural Review Board gave preliminary approval for this applicant so that they could meet a COV-ID grant funding deadline. She stated the applicant would like to enclose the patio during the colder months to provide additional seating. Ms. Lockhart gave the dimensions, color and general design of the enclosure before handing it over to the applicant who was present via Zoom. At this time, the owner of Zandra's gave a more detailed description of the enclosure. The Board Members asked additional questions regarding the design. The applicant stated that the enclosure would be up from October - March every year but asked for the Board to extend the March time frame until May this year due to the COV-ID restrictions. A short discussion followed on the request to extend the time line until May for this year only.

Councilman Schneider moved that the Haymarket Architectural Review Board approve ZP #2021-001 for the patio enclosure at 14600 Washington Street with the following conditions: 1. - that for the first year the enclosure may only be up or be in place from the last week in October through the first week in May 2021 and any subsequent years the enclosure may only be in place from the last week of October until the first week of April and 2. - the structure be maintained in good condition with any repairs be reasonably

tended to through the duration of the use. Vice Chairman Luersen seconded the motion. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Marchant Schneider, Councilman
SECONDER:	Suzanne Luersen, Vice Chairwoman
AYES:	Schneider, Kharel, King, Luersen, Utz

2. Aldi Sign and Facade Architectural Package

Town Planner Emily Lockhart introduced the representative from Aldi and invited him to the podium to give the design changes that were suggested from the last Architectural Review Board meeting. Ms. Lockhart shared that her concern with the sign is that it does not meet the height within the zoning ordinance. She stated that the ARB can discuss the design of the sign but the height will have to go through a zoning matter. The representative shared the changes to the building that was suggested at the last meeting. The Board Members discussed the design changes. There was a consensus that all the changes that were made since the last meeting were great with the exception to the sign. They felt the sign under the current ordinance would fit between the second and third floor windows. Councilman Schneider stated that the Planning Commission is currently going through a zoning text amendment and suggested that the representative petition the Commission asking for a larger sign higher up on the building. Mr. Schneider stated that his concern was if the ARB approve the facade on the building and the sign doesn't get approved, then there is no use for the facade. The applicant asked for approval of the changes with the sign as presented in the drawings and if the size of the sign does not get approved then they would lower the size of the sign and place it lower on the building. Town Planner Lockhart stated that it could be at least 6-8 months before the Planning Commission gets to the allowable sign size in the zoning ordinance. A discussion continued on the sign.

After the discussion, Councilman Schneider moved to approve ZP#2020-016 for 15201 Washington Street with the following conditions: 1). Window replacement and soldier course approved as presented; 2). A single decorative accent or column be placed on the facade instead of the two as presented; 3). The Aldi sign as presented but within the ordinance standard and lowered between the first and second floor of the building and bordered by the soldier course and centered between the columns. Board Member Utz seconded the motion. The motion carried by a roll call vote.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Marchant Schneider, Councilman
SECONDER:	Rochele Utz, Board Member
AYES:	Schneider, Kharel, King, Luersen, Utz

3. Robinson Village Architectural Master Plan (Van Metre) 14850/14860 Washington St

Because of the difficulties in the presented in the zoom meeting, Chairman King and Commissioner Kharel joined the audio meeting through a conference call instead of via Zoom. Also, at this time Councilman Schneider made a statement recusing himself from this agenda item because of his relationship with the applicant through his job. Mr. Schneider left the building at this time.

Town Planner Emily Lockhart gave an update of the requests from the previous meeting. Ms. Lockhart stated that the applicant addressed those requests by showing the updates on the plans and drawings. Ms. Lockhart stated that she is in full support of the materials, color, architectural design and layout and would recommend approval of the Master Plan.

Board Member Utz moved that the Architectural Review Board approve the Robinson Village Townhouse Architectural Master Plan as presented at the January 20, 2021 Architectural Review Board Meeting. The approval includes the following: Color Scheme approval for the Townhouses, General Design Layout of the Townhouses, Elevations, Fence Style and Design, Light Style and Design, Playground, Entry Sign and Feature, Deck Materials and Driveway and Lead Walk Materials. Chairwoman King seconded the motion. The motion carried by a roll call vote.



ZARD



ORAS TAQUERIA





Section VI, Item 1.



Section VI, Item 1.



Section VI, Item 1.



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: November 14, 2024
SUBJECT: ZP #2024-1103 14600 Washington Street #164, Zandra’s Taqueria Sign Installation

APPLICATION SUMMARY:

Business/ Applicant: Zandra’s Taqueria

Street Address: 14600 Washington Street #164

Proposed Alteration: Sign addition

Applicant’s Brief Description of the Activity: Addition of signage on front wall of the tenant space near the patio.

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 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	The proposed alteration is visible from the public right of way. The signage is outside of the allowable dimensions in 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 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	The proposed alteration is visible from the public right of way. Signage is steel channel letters with black aluminum back panel.
Sec. 58-16.8 (2) General Design Arrangement	Addition of 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	The design is in keeping with the guidelines.
Sec. 58-16.8 (3) Texture, material and color	Addition of 26sqft channel letter signage near the patio of the tenant space, materials are	The design and materials are in keeping with the guidelines.

	stainless steel channel letters with black aluminum back panel.	
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 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	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 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	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 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	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 26sqft channel letter signage near the patio of the tenant space, materials are stainless steel channel letters with black aluminum back panel.	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 - 14600 Washington Street	The main structure/site IS NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site - 14600 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 - 14600 Washington Street	B-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	<i>"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"</i>	These matters are at the discretion of the ARB
III. (b) Colors		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	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 sign at 14600 Washington Street #164, the Town Planner recommends denial of the sign addition due to the dimensions of the sign not conforming to the channel sign dimensions set out in the Zoning Ordinance.

Draft Motion: "I move the Board deny the COA for ZP#2024-1103, for the sign installation at 14600 Washington Street #164."

Or an alternate motion.



ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-1103

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: Zandrias Haymarket

PROPOSED USE: Restaurant Size (Sq. Ft./Length) of Construction: 2700 sq ft

SITE ADDRESS: 14600 Washington St Suite 146 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.)

Looking for approval of Patio Planters that surround the
our out door patio & a sign above store front
Entrance

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)

Planters are made of wood are 6ft tall & 10-12ft wide, 2ft
of Dept

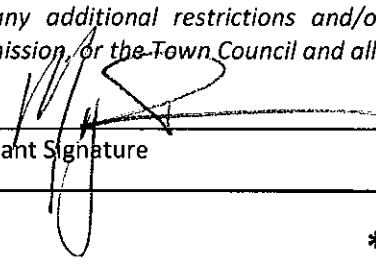
Supporting Documentation (attached): Specification Sheet Photograph(s)

PERMIT HOLDER INFORMATION		PROPERTY OWNER INFORMATION	
Name	<u>Miguel Pires</u>	Name	<u>Haymarket Property Group</u>
Address	<u>9313 West St</u>	Address	<u>14600 Washington St, Ste</u>
City	<u>Manassas, Va</u>	City	<u>Haymarket, Va</u>
State	<u>Zulio</u>	State	<u>20169</u>
Zip		Zip	
Phone#	<u>571-247-7462</u>	Phone#	<u>703-895-0677</u>
Email	<u>Piresm@pikesmill.com</u>	Email	<u>Connor.Leske@theHqs.com.net</u>

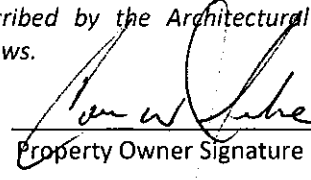
APPLICANT / PROPERTY OWNER SIGNATURE

*******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:

SIGN SPECIFICATION SHEET

SIGN 1:

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: Black metal backing and Gold Silver letter

Location of Sign (Include photo): above front door

Lighting Type/Fixture (No internal illumination is allowed): None

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 illumination 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 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): _____



SYCAMORE PARK DR

CYPRESS PARK LN

WALNUT PARK LN

DOGWOOD PARK LN

BLEIGHT DR

COHEN WAY

GABOOSE TRL

TRACK CT

SOUTHERN CROSSING ST

GAP WAY

GREENWILL CROSSING DR

55

SUSQUEHANNA RD

AUTUMNHARVEST TRL

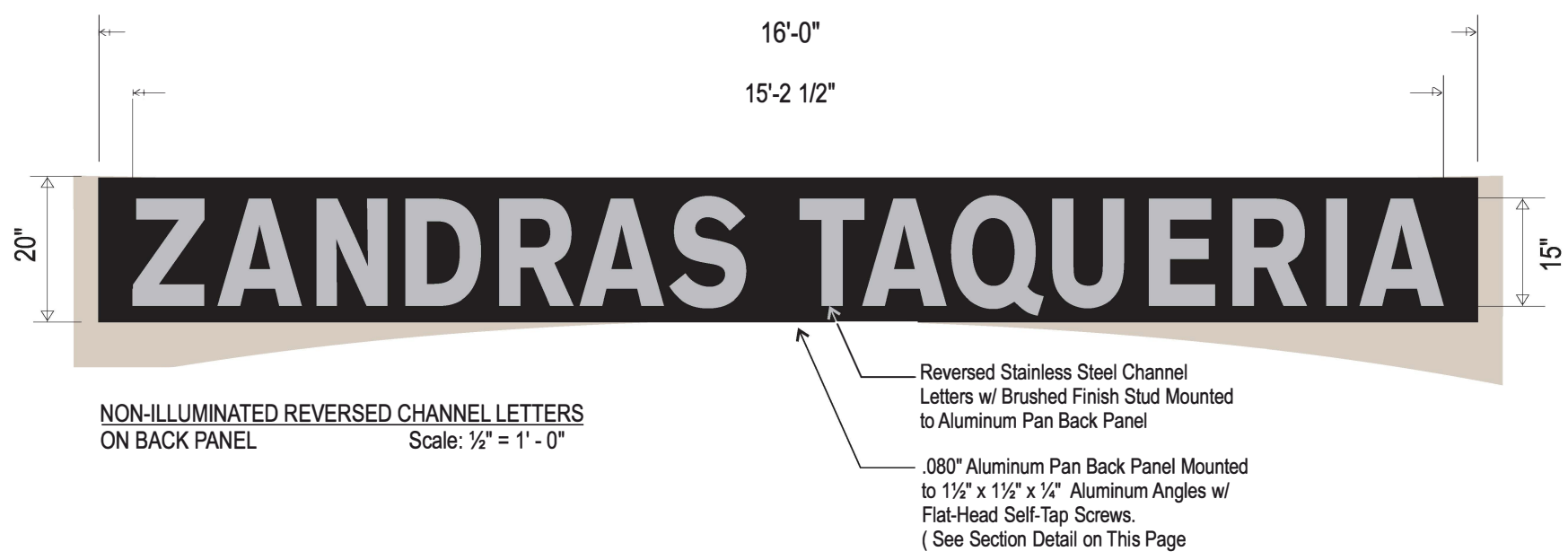
BARBERA DR

GRAND CRU LOOP

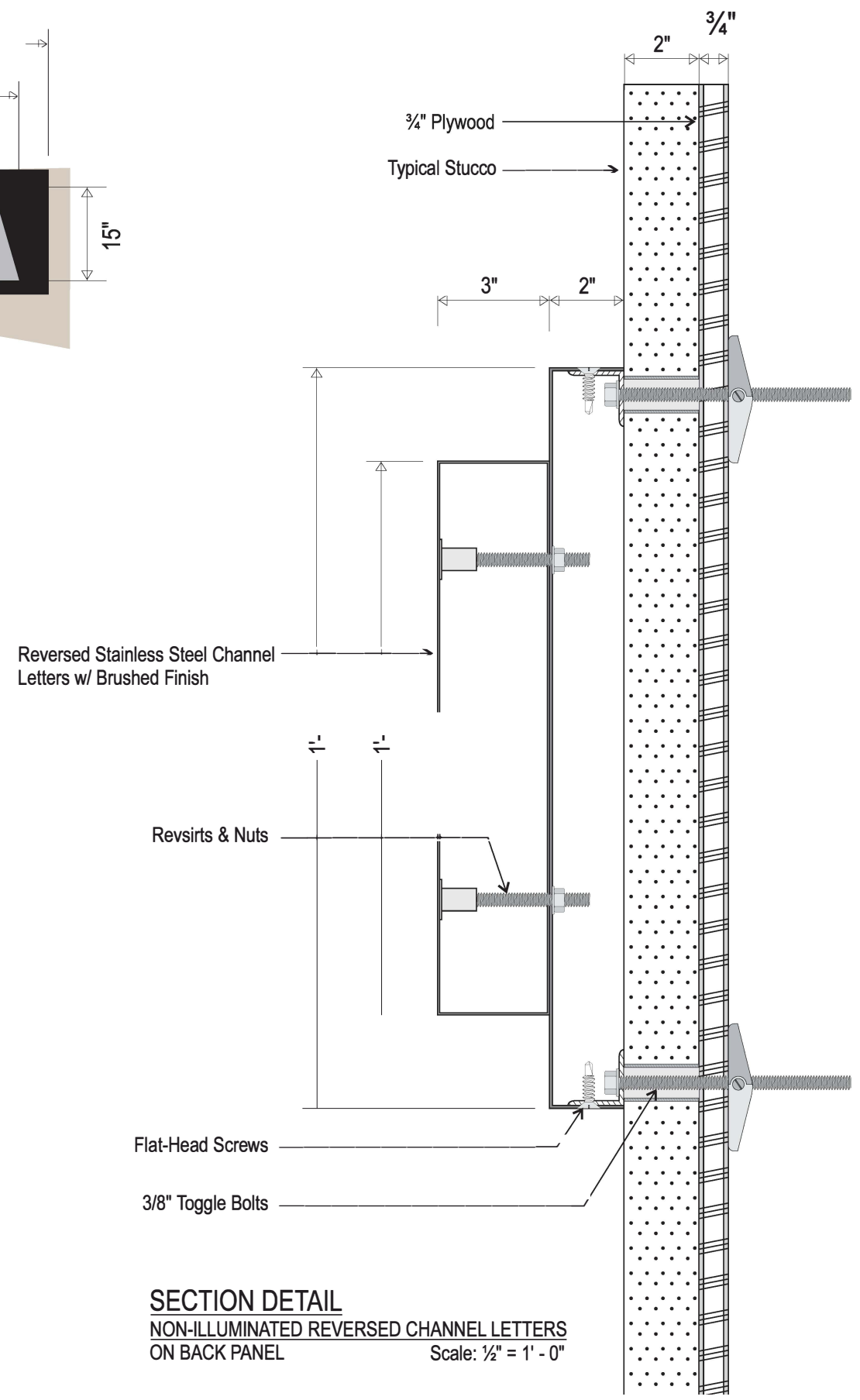
PIEDMONT CENTER PLZ

ALSACE LN

WILSON DR



STOREFRONT LETTERS
Scale: 3/16" = 1' - 0"



SECTION DETAIL
NON-ILLUMINATED REVERSED CHANNEL LETTERS ON BACK PANEL
Scale: 1/2" = 1' - 0"

ELECTRICAL SIGN SERVICE
4929 Calhoun Court
Fairfax, Virginia 22030
703.803.5415 phone / 703.803.2074 fax
ees@electricalsign.com

CLIENT
ZANDRAS TAQUERIA

SALESPERSON
DANIEL NAGIB
DESIGNER
CORTEZ DR
SCALE
AS NOTED
REVISIONS
NO. DATE
1 09.16.2018

DO NOT BE USED OR REPRODUCED WITHOUT PERMISSION



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: November 14, 2024
SUBJECT: ZP #2024-1106 6515 Crossroads Village Boulevard, Signage Installation

APPLICATION SUMMARY:

Business/ Applicant: Kiddie Academy

Street Address: 6515 Crossroads Village Boulevard

Proposed Alteration: Sign Installation

Applicant’s Brief Description of the Activity: Proposed addition of a monument sign at entrance to property and two wall signs on front and rear façade of 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 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.	The proposed alteration is visible from the public right of way. The signage will require height adjustments to meet the Zoning Ordinance Requirements.
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 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.	The proposed alteration is visible from the public right of way. Monument sign is grey aluminum cabinet with flat polycarbonate faces. Wall signage is aluminum with back painted black with white acrylic faces, one at the front elevation and rear elevation of building.
Sec. 58-16.8 (2) General Design Arrangement	Addition of 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.	The design is in keeping with the guidelines.

<p>Sec. 58-16.8 (3) Texture, material and color</p>	<p>Addition of 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.</p>	<p>The design and materials are in keeping with the guidelines.</p>
<p>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</p>	<p>Addition of 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.</p>	<p>The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.</p>
<p>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</p>	<p>Addition of 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.</p>	<p>The design is in keeping with the guidelines and the immediate surrounding tenants and buildings.</p>
<p>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</p>	<p>Not applicable</p>	<p>Not applicable</p>
<p>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</p>	<p>Addition of 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.</p>	<p>This matter is at the discretion of the ARB</p>
<p>Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by:</p> <ul style="list-style-type: none"> (a) Maintaining and increasing real estate values (b) Generating business (c) Creating new positions (d) Attracting tourists, students, writers, historians, artists and 	<p>Addition of 24sqft exterior illuminated monument sign and two 22.6sqft internally illuminated channel letter wall signage.</p>	<p>These matters are at the discretion of the ARB</p>

<p>artisans, and new residents</p> <p>(e) Encouraging study of and interest in American history</p> <p>(f) Stimulating interest in and study of architecture and design</p> <p>(g) Educating citizens in American culture and heritage</p> <p>(h) Making the Town a more attractive and desirable place in which to live</p>		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site - 6515 Crossroads Village Boulevard	The main structure/site IS NOT listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site - 6515 Crossroads Village Boulevard	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 - 6515 Crossroads Village Boulevard	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	<i>"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"</i>	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 signage at 6515 Crossroads Village Boulevard, the Town Planner recommends the applicant make any recommended changes provided by the Town Planner and Architectural Review Board.

Draft Motion: “I move the Board defer the decision on COA for ZP#2024-1105, for the wall and monument sign installation at 6515 Crossroads Village Boulevard to the December 18 ARB meeting.”

Or an alternate motion.



ZONING PERMIT APPLICATION

ZONING PERMIT #: 2024-1106

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: Kiddie Academy of Haymarket

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

SITE ADDRESS: 6515 Crossroads Village Blvd., Haymarket, VA 20169 Parcel ID #: 7298-81-0546

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: N/A Spaces Provided: _____

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, height/length of fencing, deck specs, etc.)
Installation of new exterior-illuminated monument sign and internally-illuminated channel letter wall sign and connect to owner provided existing primary electrical.

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
Custom Sign Center, INC	Ayzal LLC
Name	Name
3200 Valleyview Drive	59 Kestral Lane
Address	Address
Columbus, OH 43204	Fredericksburg, VA 22406
City State Zip	City State Zip
6143004240 permits@customsigncenter.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.

Nathaniel J. Erwin

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:

INSTRUCTIONS FOR COMPLETING APPLICATION

Section VI, Item3.

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

SIGN SPECIFICATION SHEET

Section VI, Item3.

SIGN 1:

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

Height above Ground at Signs: Lower Edge: N/A Upper Edge: N/A

Height of Sign Structure: 4' Sign Width: 6' Length: _____ Area in Sq Ft: 24

Number of Faces: 2 Sign Material/Color/Font: Aluminum cabinet painted 7043 Gray with flat polycarbonate faces.

Location of Sign (Include photo): Southeast side of the building, approximately 60.5' off of Jaxton Square Lane.

Lighting Type/Fixture (No internal illumination is allowed): H.O Fluorescent Lamp external illumination.

SIGN 2:

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

Height above Ground at Signs: Lower Edge: 24' 10" Upper Edge: 26' 10"

Height of Sign Structure: 2' Sign Width: 11' 3 3/8" Length: _____ Area in Sq Ft: 22.67

Number of Faces: 1 Sign Material/Color/Font: Aluminum sides and back painted black with white acrylic faces.

Location of Sign (Include photo): Front elevation of the building.

Lighting Type/Fixture (No internal illumination is allowed): LED internal illumination (per Thomas, this falls in the gateway zone so internal is allowed).

SIGN 3:

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

Height above Ground at Signs: Lower Edge: 24' 10" Upper Edge: 26' 10"

Height of Sign Structure: 2' Sign Width: 11' 3 3/8" Length: _____ Area in Sq Ft: 22.67

Number of Faces: 1 Sign Material/Color/Font: Aluminum sides and back painted black with white acrylic faces.

Location of Sign (Include photo): Rear elevation of the building.

Lighting Type/Fixture (No internal illumination is allowed): LED internal illumination (per Thomas, this falls in the gateway zone so internal 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): _____

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?*

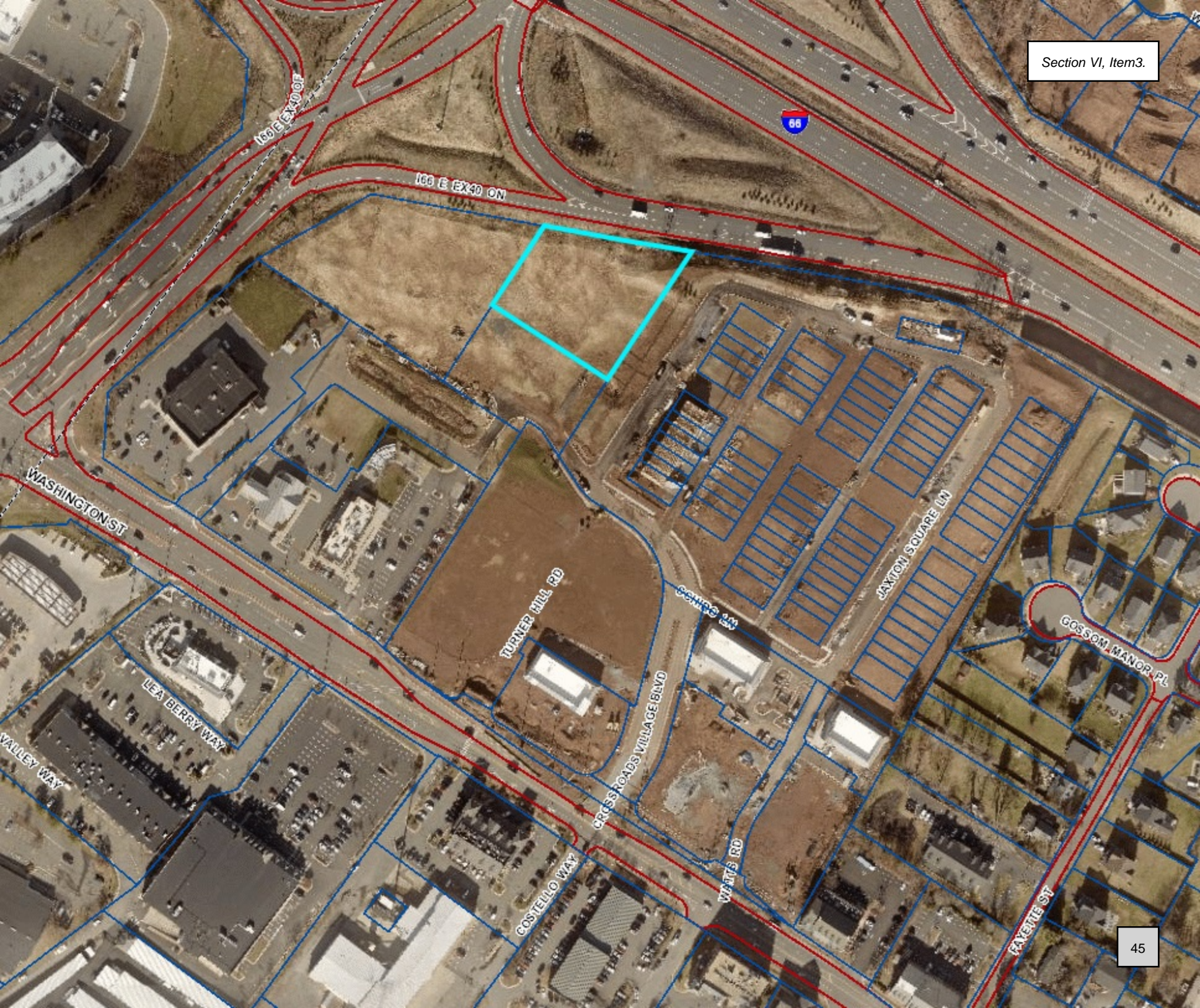
For any submission, there are two reviewing bodies in the Town. The Zoning Administrator, and the Architectural Review Board (If applicable). All reviewing bodies in the Town meet once a month. (A schedule of all the meetings is available on our website at www.townofhaymarket.org).
6. *Is there a submission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

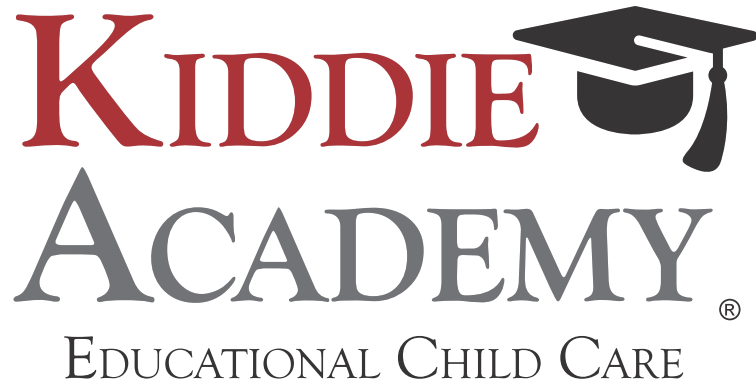
An application must be submitted to and verified complete by a Town Clerk one week prior to the meeting date, so that the application can be properly reviewed for completion.
7. *What happens at the ARB meeting?*

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).





Kiddie Academy
6515 Crossroads Village Blvd
Haymarket, VA 20169

APPROVAL: _____
DATE: _____



SIGN PACKAGE

REV 4

REV#	REV. DESCRIPTION HISTORY	REQUESTED BY	CSC DESIGNER	DATE
0	KA Haymarket VA Rev 0	Hassan Saeed	James Brooks	4/11/23
1	Revised channel letter size and inserted new life essentials logo	Hassan Saeed	James Brooks	5/29/24
2	Made all signage non-illuminated	Hassan Saeed	James Brooks	9/18/24
3	Made channel letters illuminated	Hassan Saeed	James Brooks	9/18/24
4	Added rear elevation channel letters	Hassan Saeed	James Brooks	10/17/24

GRAPHIC SCALE
1" : 60'

INTERSTATE ROUTE 66
(VARIABLE WIDTH RIGHT-OF-WAY)

C

B

EMERGENCY TURNAROUND

KIDDIE ACADEMY
FF-306
KIDDIE ACADEMY BUILDING

AREA OF REFUSE

PLAYGROUND
TOTAL AREA:
4638

PARKING LOT

DUMPSTER

PARKING LOT

JAXTON SQUARE LANE

PAD SITE #3
FUTURE POTENTIAL LAYOUT

A

ILLUMINATED MONUMENT SIGN

60'-6"

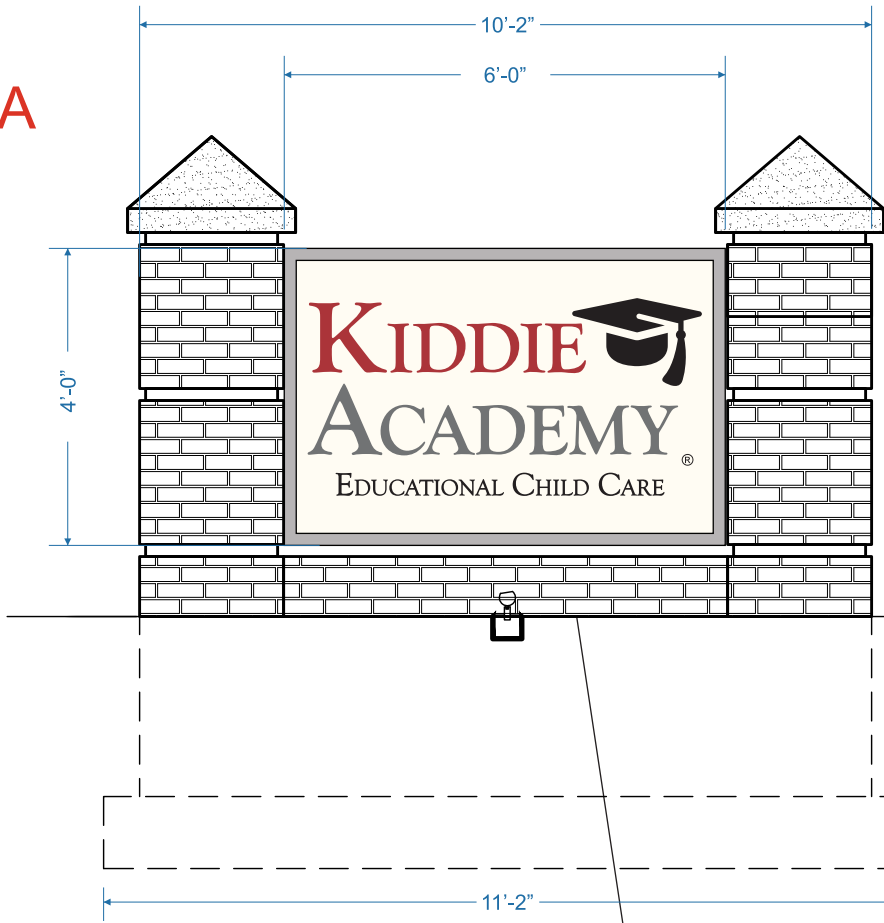
FUTURE POTENTIAL LAYOUT

Kiddie Academy

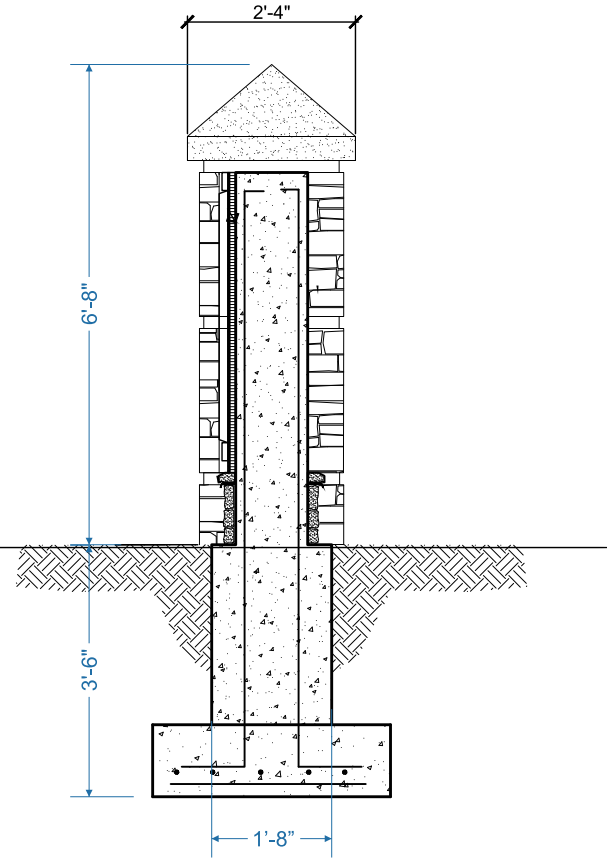
NOTE: THIS IS A SIGN CABINET ONLY. ALL MASONRY TO BE PROVIDED BY OTHERS

NON STANDARD - NON ILLUMINATED

A



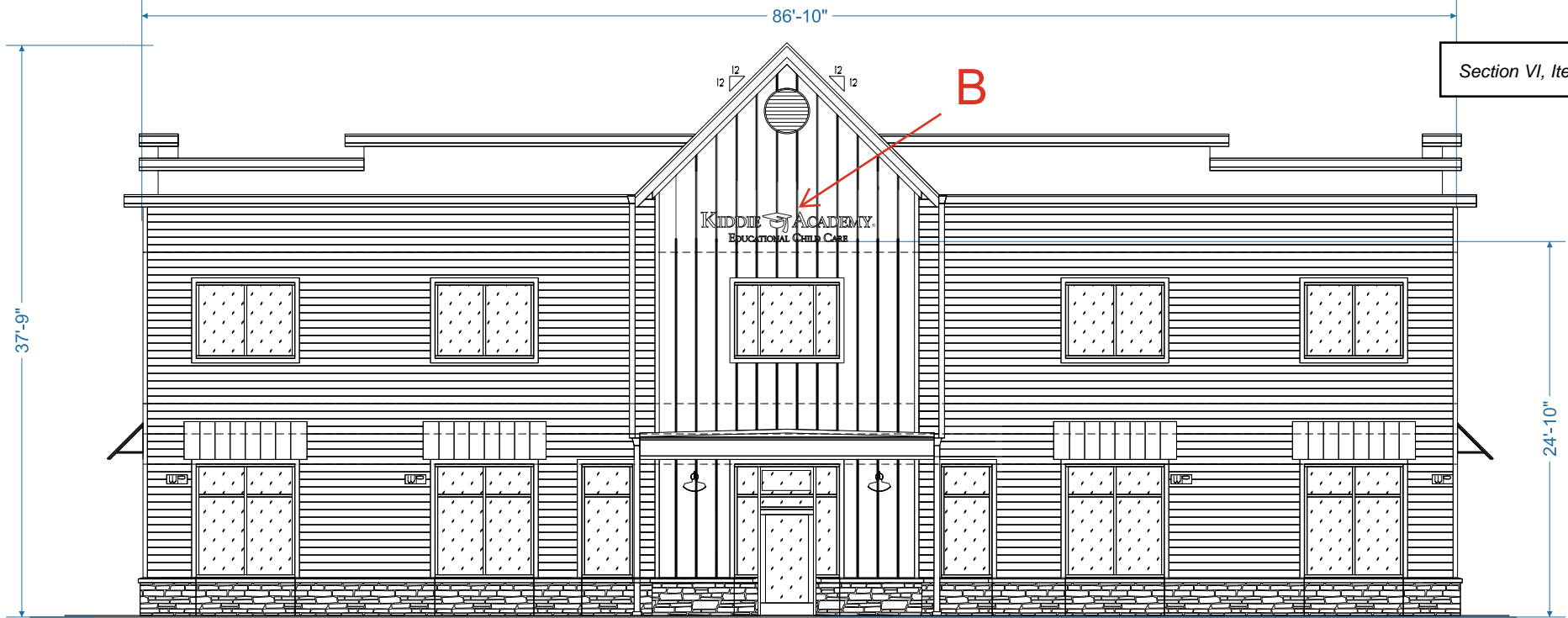
24 Sq. Ft.



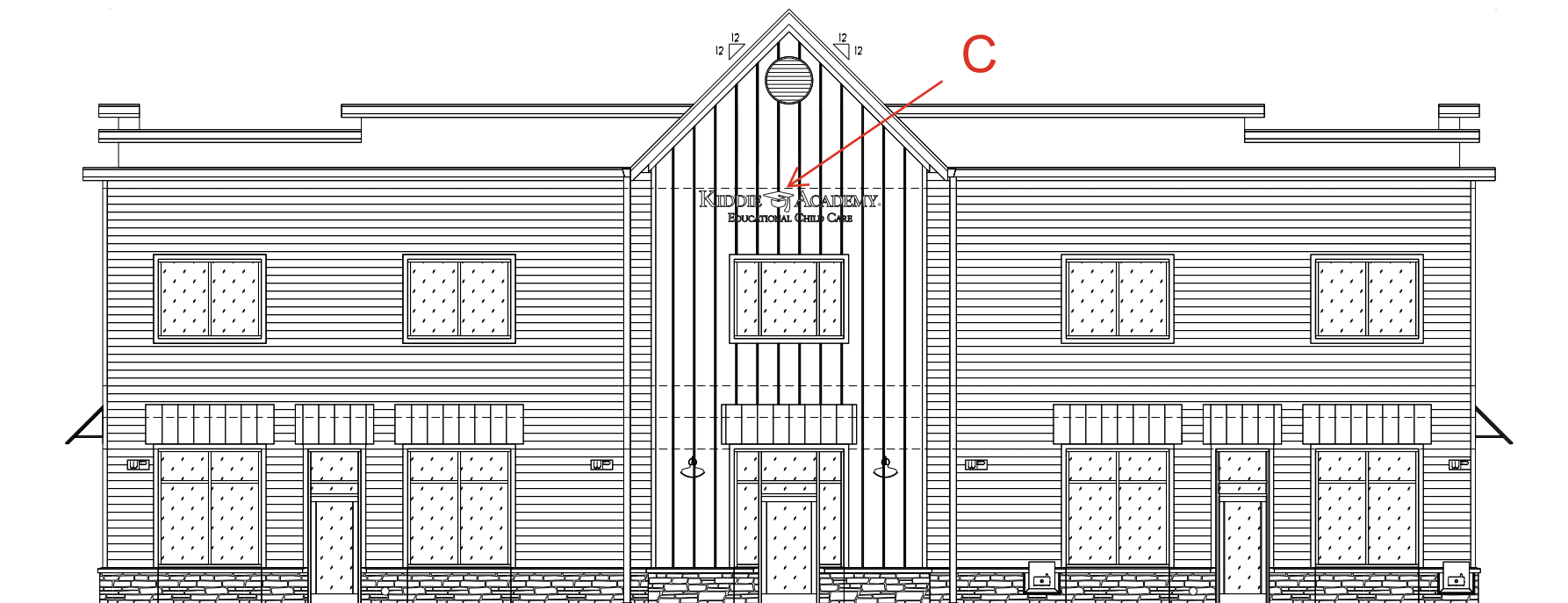
MASONRY BASE BY OTHERS

**DOUBLE FACED NON ILLUMINATED
MONUMENT SIGN**
SCALE: 3/8" = 1'-0"

SIGN TYPE	SPECIFICATIONS	COLORS	SIGN SURVEY	ARTWORK
<input checked="" type="checkbox"/> DOUBLE FACE <input checked="" type="checkbox"/> NON-ILLUM. <input checked="" type="checkbox"/> GROUND	DOUBLE FACE NON ILLUMINATED MONUMENT SIGN - 12SA ALUMINUM CABINET PAINTED SHERWIN WILLIAMS SW 7043 WORLDLY GRAY - .150 FLAT POLYCARBONATE FACES WITH FLAT DECORATED GRAPHICS. - ILLUMINATION BY EXTERNAL FLOOD LIGHT TO BE PROVIDED BY OTHERS	<input checked="" type="checkbox"/> PMS 1807 <input checked="" type="checkbox"/> PMS COOL GRAY 10 <input checked="" type="checkbox"/> BLACK <input type="checkbox"/> SIGNA0072 <input type="checkbox"/> SHERWIN WILLIAMS 7043 WORLDLY GRAY	<input type="checkbox"/> FACE TRIMS <input type="checkbox"/> FASCIA COLOR <input type="checkbox"/> RADIUS DIM. <input type="checkbox"/> BUILDING DIM. <input type="checkbox"/> FACADE ANGLE <input type="checkbox"/> OTHER	<input checked="" type="checkbox"/> PROVIDED <input type="checkbox"/> REQUIRED If required, customer to provide Custom Sign Center, Inc. with camera ready or appropriate digital file. Please contact your salesperson or Design Staff for appropriate file types.
FILENAME: DATE: 11/4/14	REV# REV.DATE:	SCALE: AS NOTED SALES: SHEEHY	Approval Signatures Required to insure that all spelling, colors, and specifications for sign(s) rendered meets customer & landlord approvals.	
CUSTOMER: _____ DATE: _____		LANDLORD: _____ DATE: _____		<p>3200 Valleyview Drive PH: 614-279-6700</p> <p>Columbus, OH 43204 FX: 614-279-7525</p> <p>This original design and all information herein are the property of Custom Sign Center, Inc. Artwork is subject to return if not purchased. Any unauthorized use is forbidden. © Copyright 2007 All rights reserved.</p>



FRONT ELEVATION SCALE 3/32" : 1'

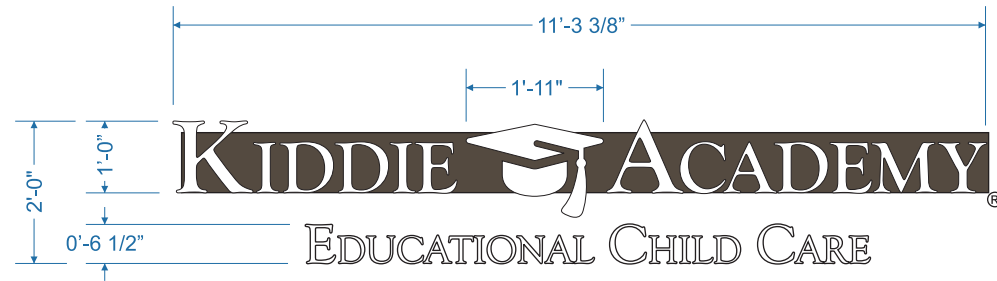


REAR ELEVATION SCALE 3/32" : 1'

Kiddie Academy -

NON STANDARD

B & C



LED ILLUMINATED RACEWAY MOUNT CHANNEL LETTERS

SCALE: 3/8" = 1'-0"

22.666 sq. ft.

(2) SETS REQUIRED

SIGN TYPE	SPECIFICATIONS	COLORS	SIGN SURVEY	ARTWORK
<input checked="" type="checkbox"/> SINGLE FACE <input checked="" type="checkbox"/> ILLUMINATED <input checked="" type="checkbox"/> WALL	SINGLE FACE ILLUMINATED RACEWAY MOUNT CHANNEL LETTERS - .040" ALUMINUM SIDES AND BACKS FINISHED BLACK - 1/8" 7328 WHITE ACRYLIC FACES WITH 1" BLACK TRIM CAP - ALUMINUM REGISTER MARK - FABRICATED ALUMINUM RACEWAY PAINTED BRONZE TO MATCH FASCIA - CUT OUT 3/4" PVC LETTERS READING "EDUCATIONAL CHILD CARE"	<input type="checkbox"/> WHITE <input checked="" type="checkbox"/> BLACK	<input type="checkbox"/> FACE TRIMS <input type="checkbox"/> FASCIA COLOR <input type="checkbox"/> RADIUS DIM. <input type="checkbox"/> BUILDING DIM. <input type="checkbox"/> FACADE ANGLE <input type="checkbox"/> OTHER	<input checked="" type="checkbox"/> PROVIDED <input type="checkbox"/> REQUIRED If required, customer to provide Custom Sign Center, Inc. with camera ready or appropriate digital file. Please contact your salesperson or Design Staff for appropriate file types.
FILENAME: KA-CLL-12 DATE: 7/24/20	REV# SCALE: AS NOTED DGNR:JLB SALES: SHEEHY	Approval Signatures Required to insure that all spelling, colors, and specifications for sign(s) rendered meets customer & landlord approvals.		CUSTOMER: _____ LANDLORD: _____ DATE: _____ DATE: _____



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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

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.

<p>Sec. 58-16.8 (3) Texture, material and color</p>	<p>Demolition of three single family homes to provide space for 11 townhomes</p>	<p>The design and materials are in keeping with the guidelines.</p>
<p>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</p>	<p>Demolition of three single family homes to provide space for 11 townhomes</p>	<p>Not Applicable</p>
<p>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</p>	<p>Demolition of three single family homes to provide space for 11 townhomes</p>	<p>Not Applicable</p>
<p>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</p>	<p>Demolition of three single family homes to provide space for 11 townhomes</p>	<p>The demolition is in a residential area and the proposed site plan is a permitted use and fits the character of the surrounding residences.</p>
<p>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</p>	<p>Demolition of three single family homes to provide space for 11 townhomes</p>	<p>This matter is at the discretion of the ARB</p>
<p>Sec. 58-16.8 (8) The extent to which the building or structure will promote the general welfare by:</p> <ul style="list-style-type: none"> (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 	<p>Demolition of three single family homes to provide space for 11 townhomes</p>	<p>These matters are at the discretion of the ARB</p>

(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	<i>“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”</i>	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.



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		City		State	
		Zip		Gainesville		VA	
				20155			
Phone#				Email			

APPLICANT / PROPERTY OWNER SIGNATURE

*******REQUIRED*******

Section VI, Item4.

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
Applicant Signature

Adil Benyoussef Youssef Zeroual
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 ensue 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

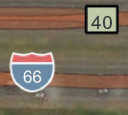
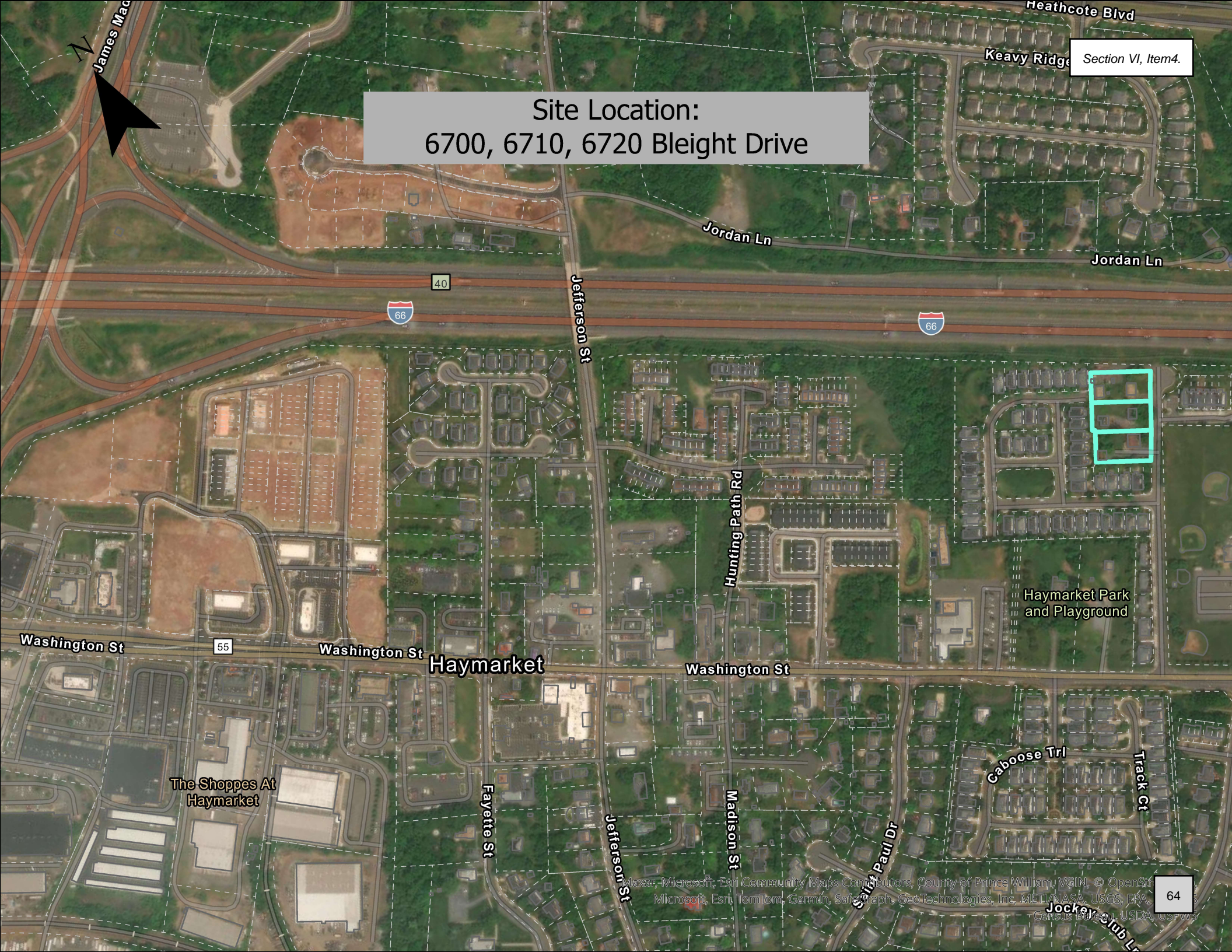
Mobile: 801.836.9740 (accepts texts)

Email: JKirkland@watercreekhomes.com



Site Location:
6700, 6710, 6720 Bleight Drive

Section VI, Item 4.



Washington St

Washington St

Haymarket

Washington St

The Shoppes At Haymarket

Fayette St

Jefferson St

Madison St

Saint Paul Dr

Caboose Trl

Track Ct

Haymarket Park and Playground

James Mac

Heathcote Blvd

Keavy Ridge

Jordan Ln

Jordan Ln

Jefferson St

Hunting Path Rd

Section VI, Item4.



Section VI, Item4.



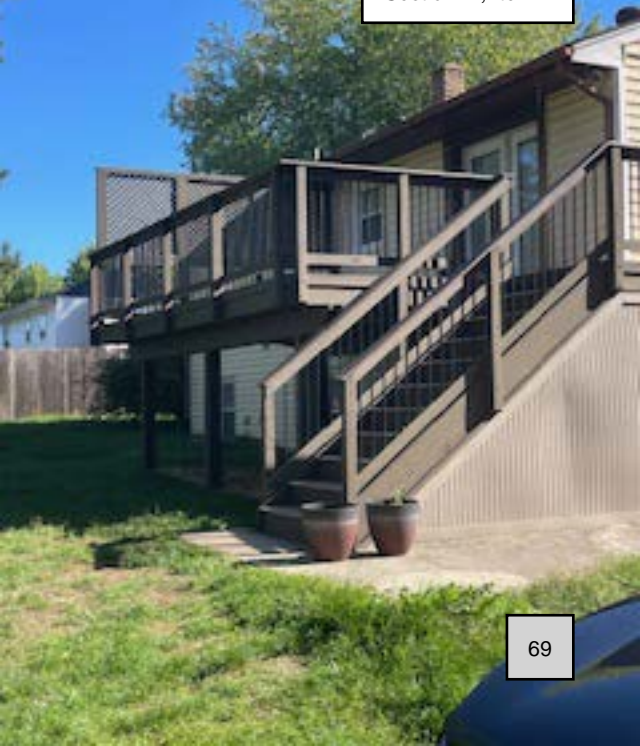
Section VI, Item 4.



Section VI, Item4.



Section VI, Item 4.

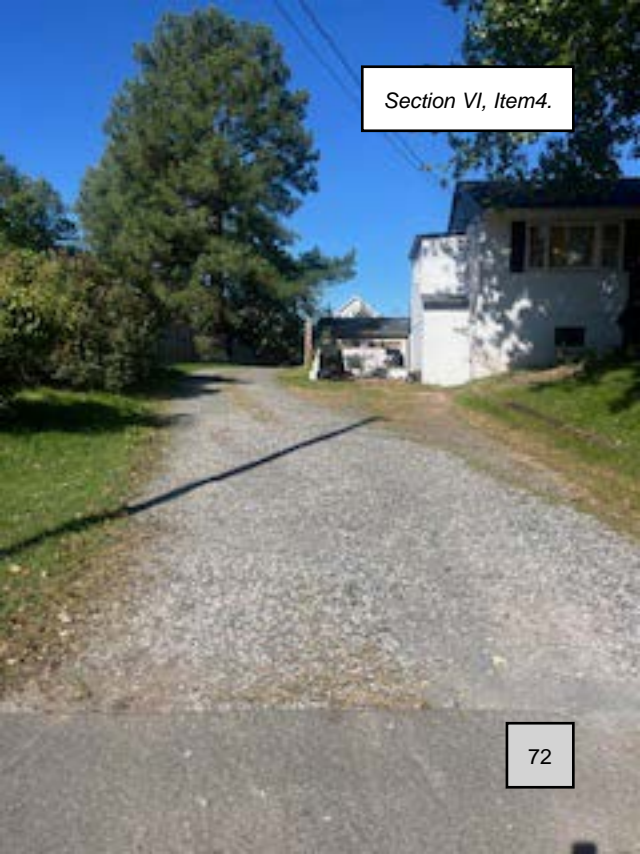


Section VI, Item 4.

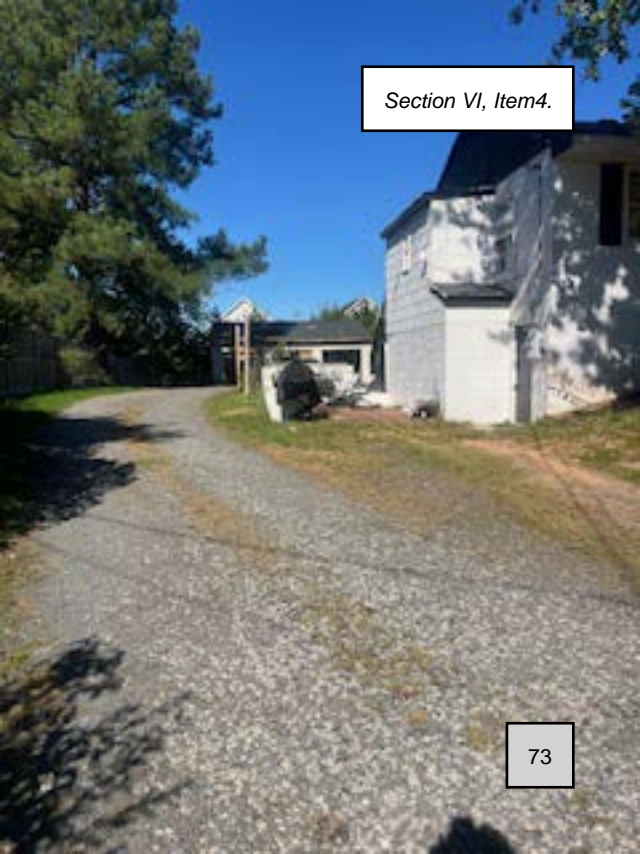
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Section VI, Item 4.

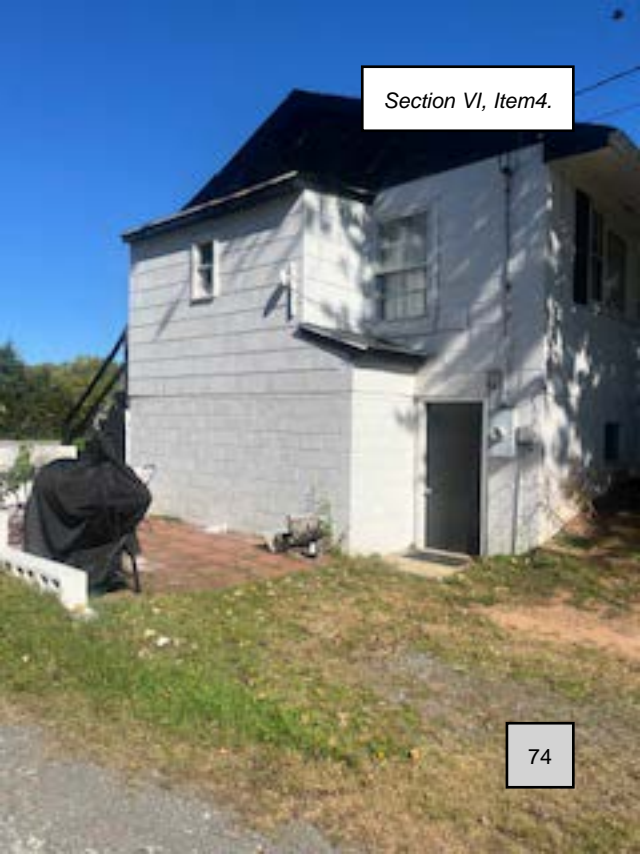
A gravel driveway leads from the foreground towards a white, two-story house with a dark roof and a garage. The house is partially obscured by shadows from trees on the right. To the left of the house, there is a smaller structure, possibly a shed or a covered porch. The driveway is wide and made of light-colored gravel. The surrounding area is lush with green grass and various trees, including a large, tall pine tree on the left. The sky is a clear, bright blue. A long shadow of a person or object is cast across the gravel driveway from the left side.

Section VI, Item4.

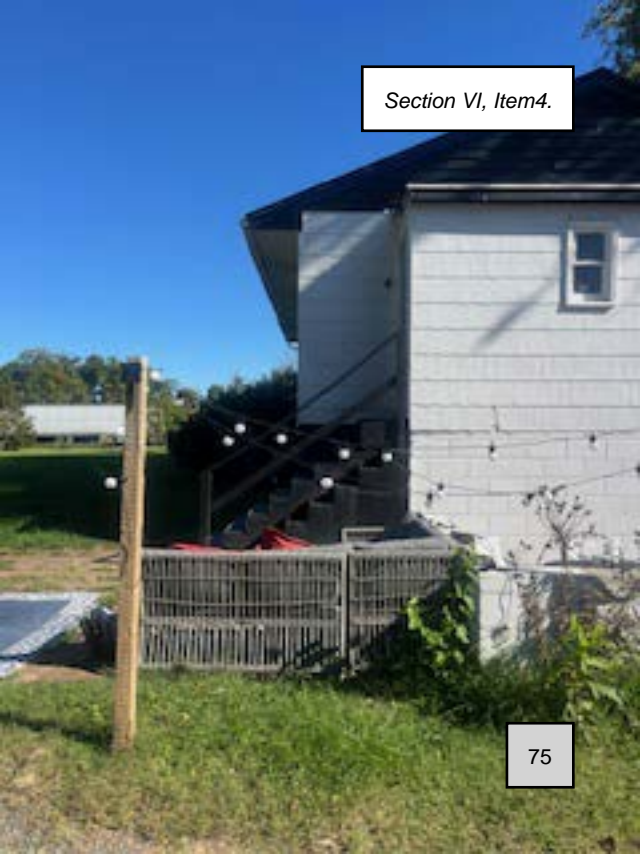
A photograph of a residential property. In the foreground, a wide gravel driveway leads towards the background. To the right, there is a white, two-story structure, likely a garage, with a dark roof. In the background, a house with a gabled roof is visible. The scene is set against a clear blue sky, and shadows from trees are cast on the driveway and the white structure.

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Section VI, Item 4.

A photograph of a two-story white house with a dark roof. The house has a dark door on the ground floor and a window on the second floor. A black tarp is visible on the left side of the property. The house is situated on a grassy lot with a gravel driveway in the foreground. The sky is clear and blue.


Section VI, Item4.



Section VI, Item4.



Section VI, Item4.



Section VI, Item 4.

Section VI, Item 4.

A photograph of a two-story white house with a brown roof. The house has several windows with dark shutters and a central entrance with a metal staircase. In the foreground, there is a stone wall, a gravel driveway, and a grassy area. The sky is clear and blue.


Section VI, Item4.

A photograph of a residential property. In the foreground, a dark asphalt driveway or path runs along a low, rustic stone retaining wall. The wall is constructed from irregular, light-colored stones. Behind the wall is a grassy area with a tree that has turned brown and red, indicating autumn. In the background, a white house with a brown roof and a window with dark shutters is visible under a clear blue sky.


Section VI, Item 4.



Section VI, Item4.

A photograph of a two-story white house with a dark roof and a black deck, situated on a grassy lawn under a clear blue sky. The house has several windows, some with dark shutters. A white downspout is visible on the side of the house. The foreground is a large, green lawn.

Section VI, Item4.

A two-story white building with a gabled roof and horizontal siding. The building features a balcony on the second floor with a black metal railing. A window on the second floor has dark shutters. The ground floor has a dark wooden door. A red bucket is visible near the base of the building. The building is set on a gravel area with a concrete curb in the foreground. A blue sky and green trees are visible in the background.

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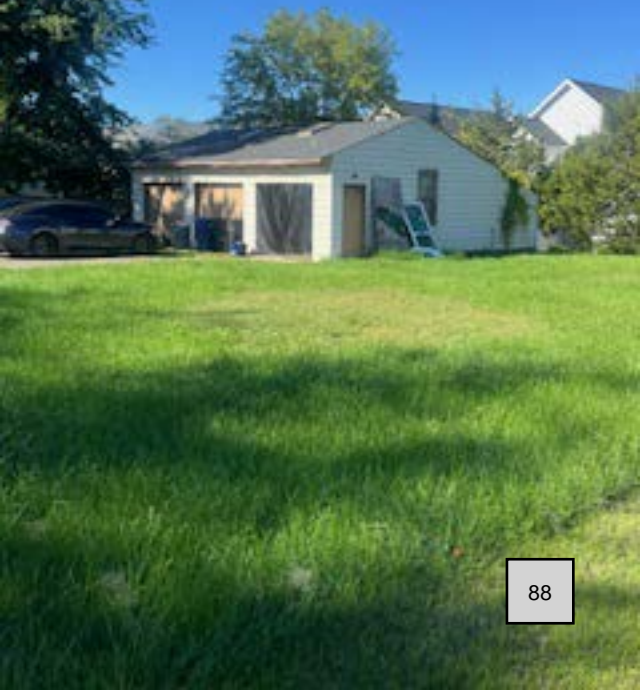


Section VI, Item4.



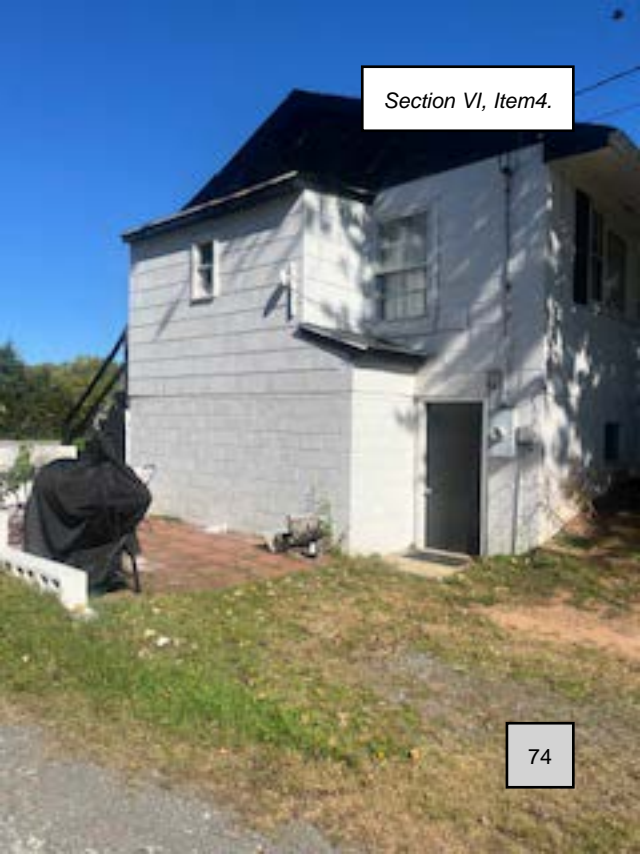
Section VI, Item 4.

Section VI, Item4.




Section VI, Item4.






Section VI, Item 4.



Section VI, Item4.

The image shows the exterior of a building. On the left, there is a white-painted wall with three dark, narrow vertical windows. To the right, the building's corner is finished with light-colored stone blocks. A white gutter runs along the roofline. The background features a clear blue sky and green foliage on the left side.

Section VI, Item 4.



Section VI, Item 4.



Section VI, Item4.

Section VI, Item4.

