



ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, August 20, 2025 at 7:00 PM

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

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

AGENDA

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS TIME

IV. MINUTE APPROVAL

1. Architectural Review Board - Regular Meeting - 6.25.2025

2. Architectural Review Board - Regular Meeting - 7.16.2025

V. AGENDA ITEMS

1. ZP #2025-0703 14841 Washington Street Demolition COA Application

2. ARB Guidelines Updates

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. PLANNING COMMISSION UPDATES

IX. TOWN COUNCIL UPDATES

X. ADJOURNMENT



ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, June 25, 2025 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 Ken Luersen called the meeting to order.

PRESENT: Chairman Ken Luersen, Vice Chair Dave Capossela, Board Member Ben Barben

ABSENT: Board Member Chuck Mason, Board Member Joanna Mason

II. PLEDGE OF ALLEGIANCE

Chairman Ken Luersen 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 – 5.21.2025

Board Member Ben Barben moved to accept the Architectural Review Board minutes from May 21, 2025, as presented. Vice Chair Dave Capossela seconded the motion. All were in favor.

V. AGENDA ITEMS

1. Draft Code of Ethics

Town Planner Thomas Britt shared during the Town Council meeting that a discussion had taken place regarding the update of the Code of Ethics for the Town Council, as well as for boards and commissions. He explained that as the town continues to grow and new residents move in, the goal is to modernize and align with the Council's vision and how the town staff can best assist the Town Council and the public. They reviewed resources from nearby jurisdictions, and the goal is to gather feedback from the board to share with the Council.

Chairman Luersen mentioned the Town of Herndon's Code of Ethics is short and simple, and that was under discussion, and any feedback the board provides will be considered before they adopt it.

Vice Chair Capossela asked whether the changes discussed in the Planning Commission had been included in the current copy. The Deputy Clerk clarified that this was the original, clean version, and

all comments, concerns, and questions will be passed along to Kim, the Town Clerk, to share with Council at the next work session or meeting.

Board Member Barben requested a copy of the Town of Herndon's Code of Ethics for reference. Chairman Luersen suggested it be emailed to the board and asked that all comments be submitted to the Town Clerk prior to Monday.

2. Discussion of the ARB Guidelines

Town Planner Thomas Britt shared that he printed updates from other jurisdictions to review how their guidelines are structured and organized. He looked at Middleburg and Warrenton, and also referenced Abingdon, which recently revamped its historic guidelines. He mentioned that he worked with Vice Chair Capossela on the flow chart.

A discussion followed about the goal of the flow chart, which is to include clear timelines and expectations for the review and approval process. Thomas noted he is still incorporating comments from the past few months, including feedback from his prior meetings with Board Member Barben.

There was further discussion about how other jurisdictions organize their guidelines. Vice Chair Capossela shared that he prefers using appendices, as it allows for easier updates, noting you only need to revise the appendix rather than the entire document.

The group discussed the differences in formatting styles and what level of generalization should be included in their updates. Thomas confirmed the Board's requested changes to the flow chart. Chairman Luersen clarified the importance of making it clear that timelines reset when rejections occur.

Thomas said he'll continue reformatting and plans to present a better product next month.

VI. OLD BUSINESS

Thomas shared that the only item of old business is looking back at the previous sign application that was reviewed. He stated he worked with the Town Manager, Emily, and noted that moving forward, they'll make sure proper procedures are followed if anything is out of order with zoning. Vice Chair Capossela mentioned he noticed Zandra's sign had been changed

VII. NEW BUSINESS

The Town Planner shared that a few new tenants have moved in, so we can expect to see some sign applications coming through in the next month or two. The monument sign at 14600 Washington Street is getting full, so they're reviewing options for signage for new tenants.

Additionally, it's still in the early feasibility study stage, but there is a potential buyer who is interested in 14841 Washington Street. They may apply for a demolition Certificate of Appropriateness (COA) for that building. Thomas stated discussions are ongoing, but the concept is a custom boutique business and would involve the demolition and new build.

The Town Manager has also met with the Lane Motors property owners to discuss how best to meet the demolition criteria. As for the Bleight Drive project, the site plan has been approved. Thomas shared they're likely to submit bonds and start tenant move-outs and demolish the homes sometime after the July 4th holiday.

Chairman Luersen mentioned the initial discussion of townhomes on the QBE property, and the interested party is currently doing their due diligence on what kind of risk they are looking at when purchasing the property.

VIII. PLANNING COMMISSION UPDATES

Vice Chair Capossela shared that it was a brief meeting, and all they went through was the review of the draft Code of Ethics.

IX. TOWN COUNCIL UPDATES

Chairman Luersen gave the Town Council Updates. He shared that it was a quick meeting where they passed resolution 2025-006 budget amendment, 2025-003 adoption of FY26 tax rate, 2025-007 adoption of the FY26 budget and 2025-004 adoption of town policies and procedures. That's it for Town Council updates.

X. ADJOURNMENT

With no further business before the Board, Board Member Barben moved to adjourn. Vice Chair Dave Capossela seconded the motion. The motion carried.

Alexandra Elswick, Deputy Clerk

Ken Luersen, Chairman



ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, July 16 2025 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.

Vice Chairman Dave Capossela called the meeting to order.

PRESENT: Vice Chairman Dave Capossela, Board Member Ben Barben, Board Member Chuck Mason, Board Member Joanna Mason

ABSENT: Chairman Ken Luersen

II. PLEDGE OF ALLEGIANCE

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

III. APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN

Vice Chair Capossela opened the floor for nominations for Chairman and Vice Chairman for the next fiscal year

1. Nomination of Chairperson

Board Member Chuck Mason nominated Ken Luersen as Chairman of the Architectural Review Board. Board Member Joanna Mason seconded the nomination. With no other nominations, Board Member Chuck Mason motioned to appoint Ken Luersen as Chairman. Board Member Joanna Mason seconded the motion. All were in favor. The motion to appoint Ken Luersen as Chairman carried.

2. Nomination of Vice Chairperson

Board Member Chuck Mason nominated Dave Capossela for Vice Chair. Board Member Joanna Mason seconded the nomination. Board Member Ben Barben nominated himself for Vice Chair. Commissioner Capossela seconded the nomination. There were no other nominations for Vice Chair. Commissioner Capossela asked that his nomination be withdrawn for Vice Chair. Board Member Chuck Mason motioned to appoint Ben Barben as Vice Chair. All were in favor.

At this time, Vice Chair Ben Barben led the meeting.

IV. CITIZENS TIME

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

V. MINUTE APPROVAL

Due to the late ARB meeting last month and the Deputy Clerk being on vacation, there were no minutes presented for approval at this meeting and both June and July minutes will be presented at the August meeting.

VI. AGENDA ITEMS

1. ZP #2025-0706 14600 Washington St, Suite 155, Sign Installation for Italia Performing Arts

Town Planner Thomas Britt gave an introduction of the sign permit for Italia Performing Arts, which will be occupying a suite in the rear of the QBE building. Mr. Britt stated they are looking to install signage to reflect their brand colors, light brown and gray, as shown on packet page 11, and the dimensions are going to be 12 square feet, which is the limit of what's allowable for wall signage in this district, and the sign will be made of aluminum. Mr. Britt further shared that they also applied for a spot on the existing multi-tenant sign. Mr. Britt said based on his review, the application meets all zoning requirements. If the Board is comfortable with the arrangement and design, he recommends approval.

Board Member Capossela asked for confirmation that it is 100% in accordance with the guidelines. Mr. Britt confirmed that the dimensions and materials meet the zoning ordinance requirements. Vice Chair Barben said if it meets the ordinance, he has no issue with it.

Board Member Chuck Mason moved to approve the 2025-0706 wall signage installation at 14600 Washington Street, Suite 155. Board Member Capossela seconded the motion. All were in favor, and the motion carried.

2. ZP #2025-0703 14841 Washington Street Demolition COA Application

Town Planner Thomas Britt shared that the focus of this application is the demolition of the main structure only, and no other accessory structures are included. Mr. Britt noted the applicant was not present at this evening's meeting. Mr. Britt gave a brief overview of his staff report, mentioning the structure is listed as historic per the zoning ordinance and the comprehensive plan. Additionally, it is nicknamed the Watts House and is also known as the former Rector House. Mr. Britt further shared that the structure is featured in the Town's historic walking tour, so it is a well-known building.

Mr. Britt directed the Board to packet page 22, which shows the demolition guidelines with his comments for the Board's consideration. Mr. Britt stated that per section 58-16 of the zoning ordinance, demolition criteria include how the 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. Mr. Britt stated that the submitted materials mention the structure is not historic by Haymarket's code. However, Prince William County records show it was built in 1901, and per the ordinance, any structure built before 1950 is considered historic. He reiterated that the house is identified in the comprehensive plan as a contributing historic structure and, per the ordinance, it qualifies as historic.

Mr. Britt moved to item B, which addresses the impact of demolition on adjacent historic properties. Mr. Britt clarified that, per the zoning ordinance, this property is not adjacent to any others with historic designation.

Mr. Britt continued to item C, which considers the impact that the loss of a historic resource would have on the overall integrity of any historic district that the resource is located in. He stated the property is located along a section of Washington Street with several nearby historic structures, and its removal would compromise the scale of that area. Additionally, its removal would compromise the visual scale of the area and reduce the cluster of historic structures in that part of town.

Mr. Britt went into item D, which addresses the potential for the resource to be adaptively reused as part of a new on-site development, without adversely impacting the structure's ability to convey its historic significance through aspects such as location, setting, feeling, association, design, materials, and workmanship. Mr. Britt directed the Board to the structural report on packet page 30, noting that the damage appears to be from lack of use and long-overdue maintenance. The applicant's goal is to build a new structure on the site, and there is currently no discussion of potential adaptive reuse options.

The final item was whether any monies or assistance for preservation of the historic resource could be made available for the property owner within 180 days of a request. Mr. Britt noted that, at this time, there are no grant funding options for those kinds of requests that would be given to us or the applicant.

Mr. Britt summed that based on the qualitative value of the structure in promoting the historic significance, the structural report, and the zoning ordinance and comprehensive plan, he concluded that the demolition would have a negative impact on Washington Street and the preservation of the town's historic resources. Mr. Britt recommended we do a site visit, as is standard with demolition COA Applications, to see the structural issues that are present on site, and have a further discussion with the applicant.

The Town Manager and Zoning Administrator, Emily Kyriazi, was present to add input and answer questions. Mrs. Kyriazi stated that since the applicant is not here tonight to champion this, and this is a larger application, one of great magnitude that impacts our town, staff should not be the ones responsible for presenting or defending it. She stated the applicant, who is actively looking to change this property, needs to address the Board directly. Mrs. Kyriazi stated staff can answer any questions from the staff report and provide any feedback to the applicant, but cannot confirm a site visit date yet, as the applicants are not the current property owners. Mrs. Kyriazi said we don't know the accessibility of the site, but a tentative date can be proposed.

Board Member Capossela expressed concern about demolishing a structure just because it's old. He pointed out that although it may not meet modern code, they aren't saying it's not operational.

Vice Chair Barben said one of the criteria is what the alternatives are to demolition, and that doesn't seem to be addressed.

Board Member Chuck Mason inquired about the Town's Strategic Plan. Mrs. Kyriazi stated she would provide everyone with it and referenced the town's strategic plan regarding preserving Haymarket history, specifically # 5 of the Strategic Plan. Mrs. Kyriazi also noted the property was rezoned in 2018 to Transitional Commercial and shared examples of other properties in that category, and that no other re-zoning applications for this property have been submitted.

There was further discussion on the intended use of this property and what it could potentially be, and what could be accommodated.

The Board agreed that this needs to be tabled until the applicant is present.

Mrs. Kyriazi clarified that the ARB is designated to discuss the general design layout, details like civil engineering, site plans and parking lot design fall under the Planning Commission. Mrs. Kyriazi further stated ARB can still voice its concerns by working through its liaison to the Planning Commission.

The Board continued to review the pictures of the property and the structure.

Mrs. Kyriazi shared that there will be a walking tour on Friday at 6 p.m. for anyone interested in learning more about the Rector House. She also encouraged members to refer to the Town's walking tour booklet and shared a brief overview of the structure's history.

Board Member Chuck Mason asked for clarification on how far renovations could go, specifically if all materials had to be removed. Mrs. Kyriazi provided some insight and said they could revisit with Town Council Liaison and stated it would be a good future guideline discussion.

Board Member Capossela asked whether the ARB could hold a closed session to discuss their thoughts on the demolition. Mrs. Kyriazi responded that she would have to speak with the Chair and Vice Chair about the topic of closed session, and then she'd be able to evaluate whether a closed session would be appropriate.

Board Member Chuck Mason moved to defer ZP 2025-0703 for 14841 Washington Street demolition COA application to the next meeting on August 20. Board Member Capossela seconded. All were in favor, and the motion passed unanimously.

3. ARB Guidelines Updates

Mr. Britt stated he and Mrs. Kyriazi have met to set timelines so that everyone knows what to expect. Mr. Britt shared that the goal is to get this across to the Town Council. Mrs. Kyriazi would like to have a final draft ready for recommendation of approval to the Town Council by November 19, which would give three solid months to fine-tune it. Mrs. Kyriazi will be working with Mr. Britt internally on revisions.

Mrs. Kyriazi further stated that a final draft from staff will be presented at the September meeting, and the goal is to gather feedback and then hold a vote in November on a clean final draft to forward to the Town Council for the formal approval process and adoption. Staff will coordinate with the Town Clerk and Deputy Clerk to determine the public hearing timeline required for a document like this.

Vice Chair Barben went over the dates, asking for clarification on the goals for the October meeting. Mrs. Kyriazi explained the draft would be given in September, and if no changes are made, October would serve as a final review to make sure there are no additional edits. She also noted the October ARB meeting is the week of Haymarket Day and suggested moving the meeting out depending on everyone's schedule. Board Member Capossela shared October 8 would be better for the him and the Board indicated that it was a better option. Mrs. Kyriazi stated we will coordinate with the Chair and advertise the change. Mr. Britt will send a follow-up email with the timeline discussed.

VII. OLD BUSINESS

Thomas said this falls under both new and old business. He mentioned past installations that need to be applied for retroactively, focusing on Washington Street and Jefferson street corridors. He shared as of last week, he did a comprehensive zoning inspection of the entire town, and the next step is to send out zoning enforcement notices, particularly concerning public rights of way and if anything falls within that net, then it gets brought to the ARB, for example a lot of that is related to window signage,

Regarding the Magnolia Crossing/Bleight Drive townhomes, Mr. Britt said they are still waiting on a bond submission and a demolition timeline. He also shared an update on the Lane Motors property, who are the same applicants, stating they are still waiting on the title results. Mrs. Kyriazi shared there is a delay due to a title suit and probate proceedings, and that thirteen individuals had to be identified and properly notified. The applicant is still planning to move forward and has remained in contact.

Board Member Chuck Mason asked about the Lidl site. Mr. Britt explained that the property was included in the recent zoning inspections, specifically related to grass overgrowth. The site plan was signed in 2022–2023, and there's a five-year window for construction. He said he'll notify the Board if they receive a response to the recent inquiry about the project.

VIII. NEW BUSINESS

Mr. Britt shared they are still going through a round of comments for the Karter School site plan. Regarding the Van Metre Robinson Village townhomes on Hunting Path Road and Washington Street, there are two parcels of land in front of the townhomes that were proposed for a daycare center and tenant retail on both parcels fronting Washington Street. He stated we're still in discussion on what that grading layout looks like, and once elevations are submitted for the site plan, we will bring that to the ARB.

Mr. Britt also provided a general update on the Haymarket Iceplex, and that there was an approved site plan for the Haymarket Iceplex for expansion, and they need to enclose one of the spaces to increase occupancy. He's set to issue zoning approval for the project, and they hope to build as soon as possible. That concludes new business.

IX. PLANNING COMMISSION UPDATES

Mr. Britt gave the Planning Commission updates as Board Member Capossela was not present at the last meeting. He stated the by-laws were voted on as amended and approved. There was a presentation from a builder doing a feasibility study on rezoning a section of 14600 Washington Street from B1 to R2 Residential. Their proposal includes townhome units.

Mr. Britt continued that the commission was shown two options, one parallel to the Washington Street frontage, and one perpendicular, and they were looking for general comments from the Commission. The concept involves cutting off the back portion of the QBE school site, moving Cookies and Cream to the front of Washington Street, and converting the ball field area into residential use. Mrs. Kyriazi noted they're expecting an application to be submitted in September, and clarified that no new commercial square footage would be added.

X. TOWN COUNCIL UPDATES

Mrs. Kyriazi gave the Town Council updates, sharing there is currently a vacancy on the Planning Commission, which they are looking to fill at the next meeting.

She shared they are finalizing the town park pavilion RFP scoping document. The plan is to go out with a design scope to create a structure using the same footprint and to include stonework. In conjunction with that, it was realized that the engineering phase also needs to be completed. A second RFP will be issued to handle the civil engineering, which will include reaffirming or affirming elements of the 2015 Master Plan, conducting preliminary site plan engineering, and producing a final site plan.

Regarding the Town Hall site plan, Mrs. Kyriazi noted staff is now working on updated pricing and securing funding to move the project forward, which was previously approved. They plan to revisit both the ARB and Town Council in the fall to discuss the building's front façade, with the possibility of holding a joint work session to help streamline the conversation.

Mrs. Kyriazi shared they've recently launched a fun new video series called "Mayor's Message," which is being posted on the Town's social media. The goal is for the Mayor to visit local businesses, learn something new, do interviews, and also share insights into the history of different structures around town.

Council hosted Government Day back in June, which was a great success and is going to become an annual event.

Lastly, she reminded everyone about the walking tour on Friday, July 18 at 6 pm starting at the Town Museum and ending at the Cookies & Cream building. Board Member Capossela asked if there is a rain date in case of bad weather, and Mrs. Kyriazi said they'll work with the County to set one if needed.

Board Member Chuck Mason asked about the plan for the park area. Mrs. Kyriazi responded that they need to reaffirm what the community wants, using the 2015 Master Plan and existing documents, and once a consultant is identified, they hope the community will come out and share what they want to see.

Vice Chair Barben asked for clarification on the second RFP. Mrs. Kyriazi explained that one RFP will be to work with an architectural team to design out the pavilion structure and the restroom facilities on site, and the second RFP will be for the engineering plan to accommodate those two structures on site, which will cover stormwater, parking, entry/exit, and all standard site plan components. Vice Chair Barben asked if both RFPs would proceed in parallel, and Mrs. Kyriazi confirmed they would.

XI. ADJOURNMENT

With no further business before the Board, Vice Chair Barben moved to adjourn the meeting. Board Member Chuck Mason seconded the motion. All were in favor.

Alexandra Elswick, Deputy Clerk

Ken Luersen, 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: August 13, 2025
SUBJECT: ZP #2025-0703 14841 Washington Street Demolition COA Application

APPLICATION SUMMARY:

Business/ Applicant: John and Shirley Dominic, with permission from the Watts Estate.
Street Address: 14841 Washington Street
Proposed Alteration: Demolition of the structure.
Applicant’s Brief Description of the Activity: Demolition of structure on site to be replaced with new 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.	Demolition of existing structure on site. Staff Report contains analysis based on demolition criteria.	The proposed alteration is visible from the public right of way.
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 existing structure on site. Staff Report contains analysis based on demolition criteria.	The proposed alteration is visible from the public right of way.
Sec. 58-16.8 (2) General Design Arrangement	Demolition of existing structure on site. Staff Report contains analysis based on demolition criteria.	Not Applicable
Sec. 58-16.8 (3) Texture, material and color	Demolition of existing structure on site. Staff Report contains analysis based on demolition criteria.	Not Applicable

Sec. 58-16.8 (4) The relation of the factors, subsections (1), (2), and (3) of this section, to similar features of the buildings and structures in the immediate surroundings	Demolition of existing structure on site. Staff Report contains analysis based on demolition criteria.	Not Applicable, see demolition review
Sec. 58-16.8 (5) The extent to which the building or structure would be harmonious with or obviously incongruous with the old and historic aspect of the surroundings	Demolition of existing structure on site. Staff Report contains analysis based on demolition criteria.	See demolition criteria review.
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 one 8sqft aluminum freestanding sign, with white background and purple lettering.	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: <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 	Demolition of existing structure on site. Staff Report contains analysis based on demolition criteria.	These matters are at the discretion of the ARB

(f) Stimulating interest in and study of architecture and design		
(g) Educating citizens in American culture and heritage		
(h) Making the Town a more attractive and desirable place in which to live		
Comprehensive Plan		
Comp Plan 1.5.3 Historic Resource Inventory List	Site – 14841 Washington Street	The main structure/site IS listed as a Historic Resource
Comp Plan 1.5.4 Potential Archaeological Site	Site – 14841 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 – 14841 Washington Street	TC 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

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 – The structure was built in 1901 per Prince William County records. Per Section 58-16.3 of the Zoning Ordinance, the structure is considered historic, as its construction date is before 1950. Additionally, the structure is listed on the historic inventory in the Haymarket Comprehensive Plan, which utilized a 1996 Virginia DHR survey. Demolition of the structure will be removal of a structure that is considered historic within two guiding and legal documents of the Town.

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

Staff Response – The property is not adjacent to any other properties considered historic per the comprehensive plan or Zoning Ordinance.

Current adjacent properties are a structure build in 1954 (14845 Washington Street, M & M Exteriors), a vacant lot across Washington Street zoned B-1 Town Center, a one story multitenant structure at 14840 Washington Street, also zoned B-1 Town Center, and a parcel owned by the Greenhill Crossing HOA that functions as a grass buffer between the property and the HOA. Behind the property are single family units that are part of the Greenhill Crossing HOA.

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 structure is at the edge of the main concentration of historic properties per the Zoning Ordinance and Comprehensive Plan. The structure is not related to the two structures listed on national and state registers for historic places. There are a collection of structures considered historic that are along the same section of Washington Street this structure sits on. The styles of these historic structures vary, but the existing scale along the street would be disrupted with the demolition of the property.

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 – The architect’s report states that there are several structural issues including but not limited to: roof damage, interior decay, sloping floors, and water damage that affects the exterior The applicant plans to replace the structure with a new build, so there are no plans for adaptive reuse of the property. Historic significance to the area would be lost with the removal of the property. A previous appraisal attempt in 2022 was incomplete due to the structure being deemed having a rating below C6, noting severe deferred maintenance of the property and further upkeep required before an appraisal is given.

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:

According to the submitted architectural report, the structure at 14481 Washington Street is in poor condition and would require significant rehabilitation. Further determination of the state of the exterior and interior of the structure will be evaluated with the August 20th Site Visit.

The historic value of this corridor would be negatively affected by the demolition of the structure. However, as stated before, the structure is not near the center of the Town or near the most significant historic properties on national and state registers.

Consensus on the recommendation and ARB decision will be determined upon further discussion between the Board, the applicant, and Town Staff after the site visit on August 20th.



ZONING PERMIT APPLICATION

ZONING PERMIT #: 2025-0703

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: Arle WATTS

PROPOSED USE: Fine Art Studio Size (Sq. Ft./Length) of Construction: _____

SITE ADDRESS: 14841 Washington St. Parcel ID #: 7297-99-7943

Subdivision Name: Village & Town of Haymarket Lot Size: 5 Acre

ZONING DISTRICT: ☐ R-1 ☐ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☒ transitional commercial

C-1 Special Use Permit Required: ☐ Yes ☐ No Site Plan Required: ☒ Yes ☐ No

Off-Street Parking: Spaces Required: 1 per 300 SF of GFA Spaces Provided: 16

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

SEE ATTACHMENT (1)

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)

SEE ATTACHMENT OF FRONT ELEVATION AND FLOOR PLANS

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

PERMIT/HOLDER INFORMATION

Name: Arle M. WATTS
Address: 14841 Washington St
Haymarket VA 20169
City: _____ State: _____ Zip: _____
Phone#: _____ Email: _____

PROPERTY OWNER INFORMATION

Name: Arle M. WATTS 7/10/25
Address: 14841 Washington St
Haymarket VA 20169
City: _____ State: _____ Zip: _____
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.

Agie M Watts
Applicant Signature

Agie M Watts 7/10/25
Property Owner Signature

*****OFFICE USE ONLY*****

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

DATE TO ZONING ADMINISTRATOR: _____

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: _____ ☐ DEFERRED UNTIL: _____

CONDITIONS:

SIGNATURE

PRINT

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): _____

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: _____ ☐ DEFERRED UNTIL: _____

CONDITIONS:

SIGNATURE

PRINT

DATE TO TOWN COUNCIL (IF APPLICABLE): _____

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: _____ ☐ DEFERRED UNTIL: _____

TOWN COUNCIL (where required):

CONDITIONS:

SIGNATURE

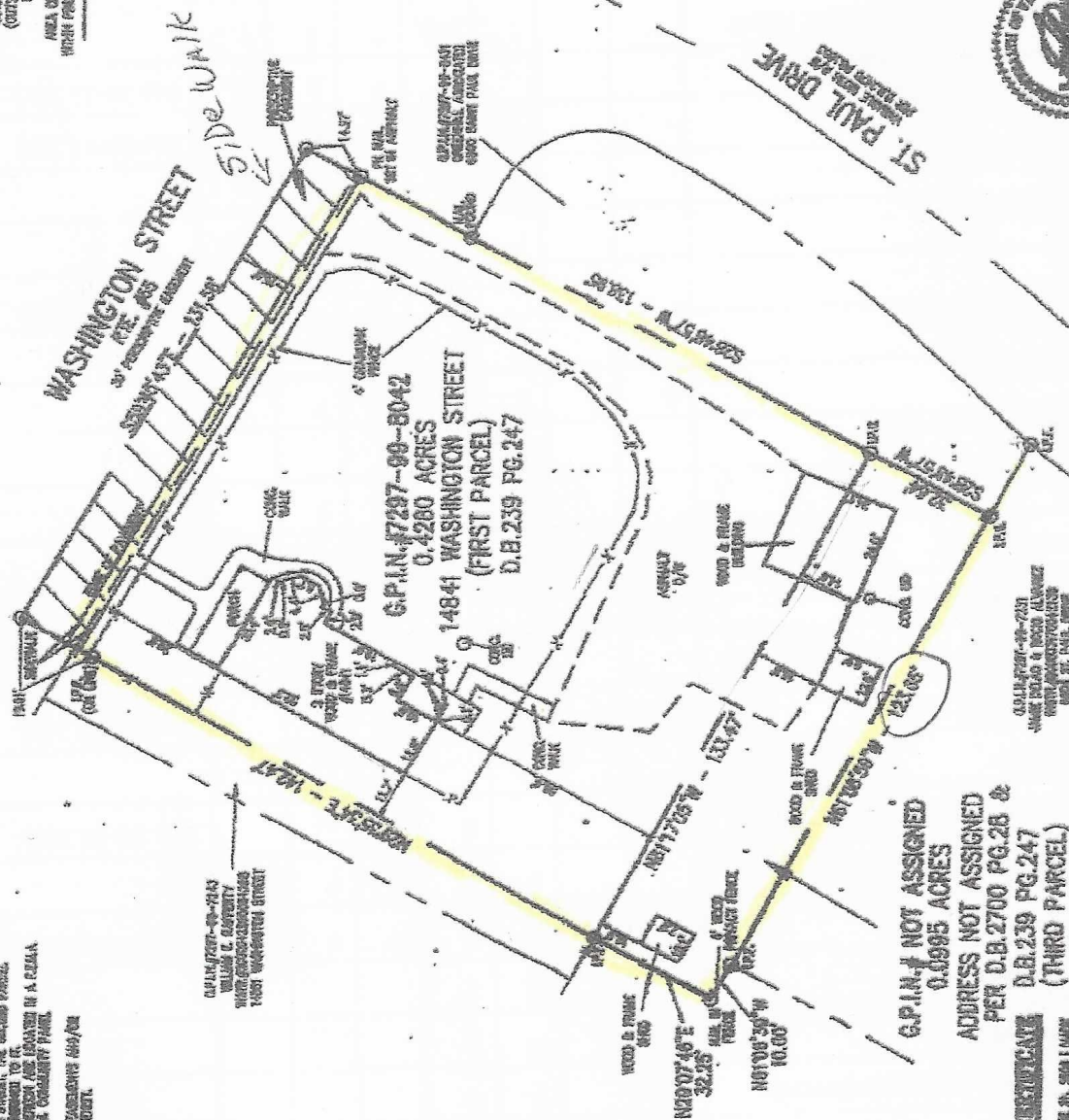
PRINT



AREA TABULATION

0.0019-90-0012	0.0019 ACRES
(OUTSIDE PERIMETER)	
AREA OF FIRST PHASE	0.0019 ACRES
WITH PRESUMPTIVE DEDICATION	
TOTAL	0.0019 ACRES

- NOTES**
1. THE DEDICATED AREA (GREEN) ARE NOT IN THE HANDS OF ANY PERSON OR ENTITY AS REQUIRED BY OREGON POLICE & CODE OF CONDUCT.
 2. THE DEDICATED AREA (GREEN) IS IDENTIFIED AS A PUBLIC (2007-00-0000) AND IS NOT A PUBLIC (2007-00-0000) AND IS NOT A PUBLIC (2007-00-0000).
 3. THE DEDICATED AREA (GREEN) IS IDENTIFIED AS A PUBLIC (2007-00-0000) AND IS NOT A PUBLIC (2007-00-0000) AND IS NOT A PUBLIC (2007-00-0000).
 4. THE DEDICATED AREA (GREEN) IS IDENTIFIED AS A PUBLIC (2007-00-0000) AND IS NOT A PUBLIC (2007-00-0000) AND IS NOT A PUBLIC (2007-00-0000).



July 7, 2025

Town Hall - The Town of Haymarket

Planning and Zoning Department
15000 Washington St, Unit 100
Haymarket, VA 20169

RE: Zoning Permit Application for 14841 Washington Street, Haymarket

Dear Members of the Planning and Zoning Committee,

On behalf of **The Dominick Family Team**, I am pleased to introduce to you our shared vision for a new project at **14841 Washington Street**. This proposed project offers an incredible business opportunity for our family, and what we think would be an exciting new addition to our beautiful Town of Haymarket.

When we first moved to Haymarket in 2002, it was the "small town America" charm that captured our hearts and inspired us to raise our family here. What began with three daughters has now grown into a close-knit, multi-generational family that includes five grandchildren—and a deep love for Haymarket and the Northern Virginia Area.

Professionally, my wife and I have been involved in real estate sales, construction, and property management since 1987. After obtaining my Broker's License in 1995, **Lighthouse Enterprises Real Estate** was born. And for the past 20 years, my wife Shirley has owned and operated **Agile Business Development**, an IT business that includes graphic design and web development.

Our growing desire to give back in a meaningful way led us to establish a nonprofit organization we founded in 2013 right here in Haymarket. The **Willing Warrior Retreat at Bull Run** was established in 2015 after a year-long renovation of a 40-year-old house on a 37-acre parcel of land off Waterfall Road. Since then, we have constructed two additional lodging houses, all offering **free, week-long respites stays for wounded, injured, and ill service members and their families**. Over the past 10 years, our Retreat has welcomed almost 3,000 of our Nation's Warriors and their family members and has become an inspiring **win-win** model of what a, purpose-driven community effort can achieve.

Our daughters, who were closely involved in the development of the Warrior Retreat, are now pursuing their own entrepreneurial ventures. After much discussion and searching for the right location to unite in a collaborative effort to pursue their professional aspirations, we all agreed that **14841 Washington Street** offered the perfect opportunity. However, all maintenance issues of the house that was built in 1905 have been totally neglected for decades and our initial thoughts of a remodeling project changed abruptly during our feasibility study.

We recently had the house structure professionally evaluated, and a full report is included with our Zoning Permit Application. Based on the findings, especially the settling and deterioration of the foundation, we are seeking approval for the demolition of the house. Our proposal is to build a new structure that will become the Dominick Family’s place of business that will also provide a new and creative experience for clientele and Town residents.

We believe, as we did with our Warrior Retreat, that we can deliver another **win-win venture** -- one that will offer a unique destination that will have a very positive impact on the continued development of Haymarket well into the future.

Our application includes a proposed draft of the front elevation of a building that we feel aligns with, and adds to, the newly developing downtown Haymarket environment. A rough draft of the 2 story floor plans of the building is also included. We are excited to partner with all the Town Staff to ensure that this project will complement the area’s character and helps to establish Haymarket an enduring landmark for residents and visitors alike.

Thank you for your consideration and for the continued care you provide to our town. We look forward to the opportunity to work with you on this endeavor and to once again contribute to the vitality and spirit of Haymarket.

Warmest regards,

The Dominick Family Team
John, Shirley, Kendra, Kelsy, and Johnna

Architectural Assessment Report

Address - 14841 Washington Street Haymarket VA 20169

Client - John Dominick

Date - 7/9/2025

Assessment Date – July 1, 2025 @ 4:00 PM

1. Overview

The subject property, located at **14841 Washington Street**, is an approximately **2,142 sq. ft.** two-story wood-frame structure originally constructed in **1901 with 4 bedrooms and 2 bathrooms**. The property occupies approximately **0.4694 acres** and is currently zoned **R-1** (Residential), which allows for certain mixed-use or low-density applications under the Town of Haymarket zoning ordinance.

This report is based on the property's advanced state of deterioration, structural and life-safety deficiencies, and the owner's intent to responsibly redevelop the site in accordance with local planning goals.



2. Existing Conditions Summary

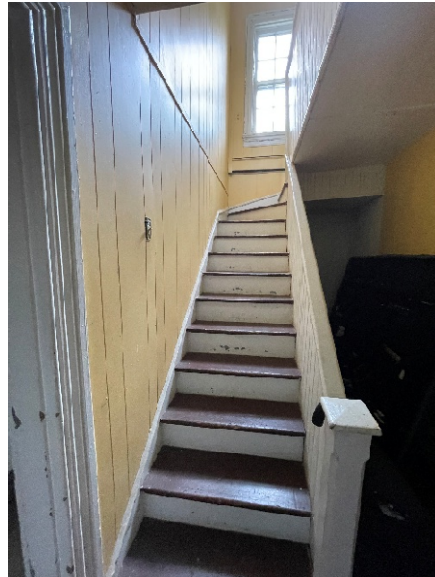
a. Structural Condition

- The foundation exhibits significant settlement, with evidence of cracked masonry and sloping floors in multiple locations.
- The wood framing system, including joists and wall studs, shows signs of prolonged moisture intrusion and insect damage.
- The roof structure is visibly sagging and displays active water infiltration, contributing to widespread interior decay.
- On the second floor, extensive floor deflection and soft spots render the level unsafe per current standards



b. Interior Systems and General Conditions

- The second floor appears uninhabitable, with no active power or water supply—likely due to degraded or damaged electrical and plumbing systems.
- There is no cooling in the home; the heating system consists of outdated baseboard units, which appear to be non-compliant with current code.
- Two window-mounted A/C units are the sole source of cooling for the first floor.
- Active roof leaks have caused rot and potential mold growth within ceilings and wall cavities.
- All major systems—mechanical, electrical, and plumbing—are outdated, in disrepair, and non-compliant with current Virginia Uniform Statewide Building Code (VUSBC) standards.
- Several life-safety concerns are present, including some exposed wiring, deteriorated stairs and railings, and a lack of energy efficiency
- leaky drafty openings





c. Exterior Conditions

- Wood siding is visibly failing in several locations, leaving the structure vulnerable to further water intrusion.
- Windows are single-pane, aged, and drafty, with rotted sashes and poor energy efficiency.

**d. Occupancy Status**

- The first floor is currently occupied; however, due to the structure's many safety, health, and code deficiencies.
- The second floor is entirely unoccupied and unsafe for use. The property poses risks to both current and future occupants if not remediated or removed. It seems the house is used as a multifamily unit with visible two electric meters



4. Environmental and Historical Considerations

- A review of publicly available records confirms that the structure is not listed on the National Register of Historic Places, nor has it been designated a protected historic structure by local ordinance.

5. Conclusion

- Based on a professional architectural assessment and visual site inspections, the structure at 14841 Washington Street is in a state of severe disrepair that renders rehabilitation impractical, economically unjustifiable, and a potential safety hazard.

Thomas Britt

From: Jennifer Pearson <pearson7667@yahoo.com>
Sent: Wednesday, August 13, 2025 11:23 AM
To: Thomas Britt; Emily Kyriazi; Alexandra Elswick
Subject: Fw: Appraisal
Attachments: class_PADILLA(1953186)-Doc6.pdf

You don't often get email from pearson7667@yahoo.com. [Learn why this is important](#)

Good morning Thomas, Emily and Alexandra,

Thomas - here is what I had prepared to present in person at the meeting on the 20th. If I could attend via zoom in lieu of in person, that would be wonderful since I would need to arrange for travel plans from South Carolina.

Below my statement of request, is the thread of emails from the transaction that fell through in 2022 due to the property not being in livable condition, as determined by the appraiser. The lender could not fund the loan for the buyer as such. The appraisal details are attached but it was not finalized in the AMC due to the condition of the property being rated a C6 - which is the lowest condition rating in the Uniform Appraisal Dataset (UAD) scale used by Fannie Mae and Freddie Mac.

"My name is Jennifer Pearson, and I represent the stakeholders of the Watts family — the current owners of 14841 Washington Street. Before I address the legal and practical concerns about the property, I want to emphasize how deeply rooted my family is in the Town of Haymarket.

My grandfather, Acie M. Watts, Sr., purchased this home around the year 1959. He and my grandmother, Eleanor Marie Watts, built their family and raised their children there. He was THE plumber for the town for decades - Watts Plumbing later renamed A.M. Watts plumbing (to appear at the top in the Yellow Pages) and then Acie's Plumbing which is now owned and operated by my uncle, Acie Jr. My grandparents were active members of the Haymarket Rescue Squad, my grandfather being the Captain for a few years, my grandmother worked for and retired from the Haymarket Post Office, and all of us were members of Haymarket Baptist Church for 5 generations . My mother, aunts, and uncles grew up in this town and more so, in this house. They got married in that church. I got married in that church. We went to service every Sunday morning, evening and Wednesdays. We were members of the choir and youth groups. We all attended local schools from Antioch, to Tyler to Gainesville elementary and on to Marstellar and Stonewall. We are not newbies to Haymarket or outsiders looking to erase history. We feel that we are a substantial part of the history of the Town of Haymarket with other families such as the Gossom's, Baileys, Robinson's, Blights, Jordan's, Orndoff's, Kearns, etc.

Today, our family is burdened with a property that is uninhabitable, and structurally unsound. Since my grandfather's passing, we have attempted to sell this home several times now, the last time being in 2022 when the appraiser walked off the site without finishing his assessment — declaring it unlivable and too structurally compromised for a completed valuation. He advised us that the garage-apartment structure is filled with mold from storm damage (the big storm approx. eight years ago). The insurance claim from the damage this storm caused - led the insurance company to drop coverage on the property and deny the claims so we are now faced with an uninsurable property as well.

The current buyer, the Dominick's — a party who wants to invest in and contribute — has asked that we submit a demolition request in order to build a safe, functional new structure. We fully support that request without hesitation.

The Town has indicated that it may deny the demolition, citing the historic overlay and the structure's inclusion in a 1996 Virginia DHR survey. However, this preservation goal is in direct conflict with our rights as current property owners. It was stated in the last meeting that there is a possibility that we cannot sell our family's home because it is considered useful to the Town's marketing materials and walking tours — even though the structure is dangerous, deteriorated, and unusable. So this naturally puts us in a tough situation that we are hoping the town will revisit and decide to approve the demolition request.

At this time, our family is paying over \$5,000 per year in combined town and county taxes for a property we cannot live in, use, lease, or sell. My uncle has been burdened with staying there as often as possible to deter squatters and bad activities that come with vacant properties. He has a home in Marshall I'm sure he would much rather spend most of his time in.

We respect the historic overlay district. But we also request to be treated with fairness. Section 58-16.12 of your ordinance outlines the factors the ARB must consider whether:

- The property is adjacent to other historic sites (it is not);
- The structure can be feasibly reused (it cannot);
- There are public funds or alternatives to help preservation (there are not);
- And it must consider if the denial of demolition would effectively prohibit reasonable use or economic benefit (it absolutely does).

Many structures — both historic and simply charming contributors to the small-town feel — have been demolished and replaced by residential developers, businesses, hotels, and restaurants. The old Gossom's Hardware, Haymarket Grocery and Butcher, the original Ordoff's truck stop and restaurant that's now a Sheetz, are just a few. Mr. Blight's home that was demolished was so historical, there were artifacts in it that you will now find in the Smithsonian and Mr. Jordan's home, also as historical or more, demolished for medium to high density residential development. The land all around my family's home was turned into development for that matter. So we ask the same level of consideration for improving the property for the community's use as well as our family's benefit of sale, be approved as well.

We are not seeking to erase history — we're asking for the freedom to move forward with our family's property after nearly 70 years of stewardship and contribution to this town.

Please approve the demolition, and allow us to pass this land to new hands, with new energy, and new purpose — without being trapped by the past.

Thank you."

Jennifer Pearson
843-685-5395

----- Forwarded Message -----

From: "Allen Wang" <awang0203@gmail.com>
To: "Jennifer Pearson" <jenpearsonc21@yahoo.com>
Cc: "Juan Padilla" <juanp.uscg@gmail.com>
Sent: Fri, Jun 3, 2022 at 4:31 PM
Subject: Re: Appraisal

Good afternoon,

I have received the following from the AMC:

Please see attached photos provided by the appraiser; the property requires repairs, not in the livable condition (6802). Per Appraiser, there are 3 parcels in total:

14851 Washington St (encroaches on the lot 14851 Washington.)

14841 Washington St

6802 Saint Paul Dr

He will have to include 6802 into the report, since they share one access.

To get an appraisal passed the agency guidelines, we will have to bring the property at least to a livable condition.

Please see attachments below



Best Regards,

Allen Wang
Sr. Loan Originator
NMLS: 229301
703-459-8899 Direct

On Fri, Jun 3, 2022 at 8:59 AM Jennifer Pearson <jenpearsonc21@yahoo.com> wrote:

Good morning,

Was the appraisal report received yesterday? I received information that it should have been delivered to you yesterday so I just wanted to be sure.

Thanks!

Kind Regards,

Jennifer Pearson
Realtor
CENTURY 21 Coastal Lifestyles
843-685-5395
JenPearsonC21@yahoo.com

On Thursday, June 2, 2022, 09:09:47 AM EDT, Allen Wang <awang0203@gmail.com> wrote:

Good morning, once the report is released, I will have more info. Will keep you posted. Thanks

Sent from my iPhone

On Jun 2, 2022, at 9:03 AM, Jennifer Pearson <jenpearsonc21@yahoo.com> wrote:

I did not see this come through, my apologies.

I am not aware of any damage to the property but if there is anything, my guess would be to the garage apartment, not the large home.

Have you heard anything else yet since sending this email to me by chance?

Kind Regards,

Jennifer Pearson
Realtor
CENTURY 21 Coastal Lifestyles
843-685-5395
JenPearsonC21@yahoo.com

On Wednesday, June 1, 2022, 05:15:58 PM EDT, Allen Wang <awang0203@gmail.com> wrote:

Good afternoon,

Just checked with the AMC again, per appraiser, the property condition is C6? It is within AMC for QC review, so I haven't seen the report yet.

Does the property has major damage?

Best Regards,

Allen Wang
Sr. Loan Originator
NMLS: 229301
703-459-8899 Direct
703-991-8213 Fax

On Wed, Jun 1, 2022 at 8:37 AM Jennifer Pearson <jenpearsonc21@yahoo.com> wrote:

Good morning Allen,

You mentioned appraisal reports being due yesterday and that you'd have a closing date as well. The sellers are looking for that information please.

Thank you

[Sent from Yahoo Mail on Android](#)

On Tue, May 31, 2022 at 3:30 PM, Allen Wang
<awang0203@gmail.com> wrote:

Not yet, already asked the AMC to check with the appraiser.

Best Regards,

Allen Wang
Sr. Loan Originator
NMLS: 229301
703-459-8899 Direct
703-991-8213 Fax

On Tue, May 31, 2022 at 3:18 PM Jennifer Pearson <jenpearsonc21@yahoo.com> wrote:

Good afternoon Allen,

Do we have a number yet at least on the total between the 2 appraisals? I understand you may not have been able to review them yet but if you have them and can share the number that'll at least give us an idea of where it stands moving forward.

Kind Regards,

Jennifer Pearson
Realtor
CENTURY 21 Coastal Lifestyles
843-685-5395
JenPearsonC21@yahoo.com

On Tuesday, May 31, 2022, 10:45:52 AM EDT, Jennifer Pearson <jenpearsonc21@yahoo.com> wrote:

Thank you.

Kind Regards,

Jennifer Pearson
Realtor
CENTURY 21 Coastal Lifestyles
843-685-5395
JenPearsonC21@yahoo.com

On Tuesday, May 31, 2022, 10:43:28 AM EDT, Allen Wang <awang0203@gmail.com> wrote:

Good morning, as soon as we receive the reports I will confirm with you.

Sent from my iPhone

On May 31, 2022, at 8:51 AM, Jennifer Pearson <jenpearsonc21@yahoo.com> wrote:

Good morning Allen,

Were you able to make contact with the appraiser and do we have a number yet on it?

Kind Regards,

Jennifer Pearson

Subject Photo Page

Section V, Item1.

Borrower	JUAN PADILLA					
Property Address	14841 Washington St					
City	Haymarket	County	Prince William	State	VA	Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp					



Subject Front

14841 Washington St	
Sales Price	750,000
Gross Living Area	2,227
Total Rooms	8
Total Bedrooms	4
Total Bathrooms	2.0
Location	N;Res;
View	N;Res;
Site	20447 sf
Quality	Q4
Age	121



Subject Rear



Subject Street

Photograph Addendum

Section V, Item1.

Borrower	JUAN PADILLA				
Property Address	14841 Washington St				
City	Haymarket	County	Prince William	State	VA Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp				



SUBJECT ALTERNATE STREET VIEW



SUBJECT RIGHT SIDE



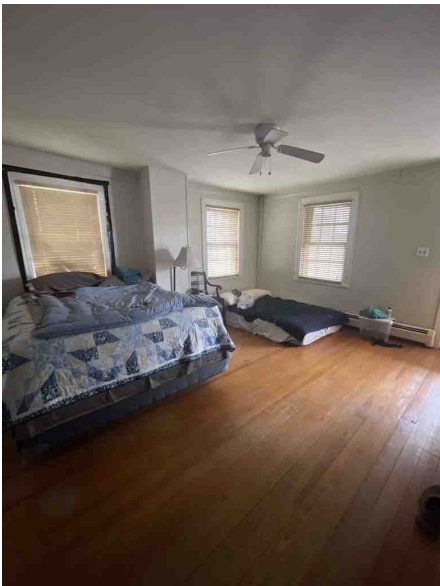
SUBJECT LEFT SIDE



NATURAL GAS METER



COVERED PORCH



LIVING ROOM

Photograph Addendum

Section V, Item1.

Borrower	JUAN PADILLA				
Property Address	14841 Washington St				
City	Haymarket	County	Prince William	State	VA Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp				



FAMILY ROOM



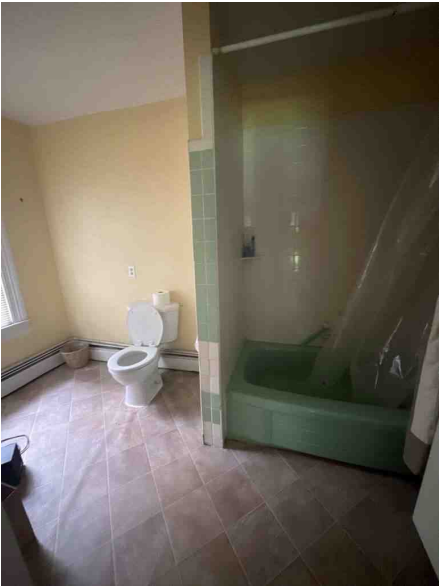
DINING ROOM



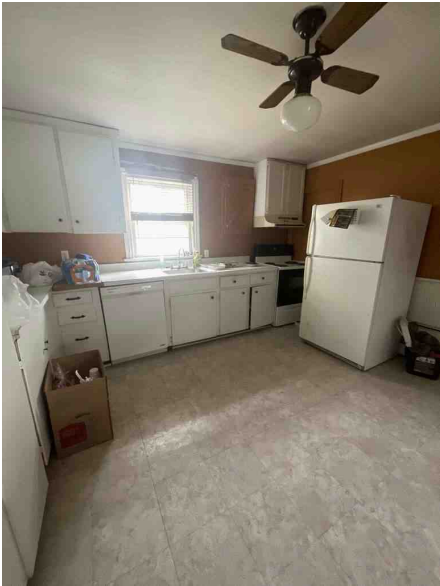
ENTRANCE



UTILITY CLOSET
BOILER/WATER HEATER



FULL BATHROOM



KITCHEN

Photograph Addendum

Section V, Item1.

Borrower	JUAN PADILLA					
Property Address	14841 Washington St					
City	Haymarket	County	Prince William	State	VA	Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp					



BEDROOM #1



BEDROOM #2



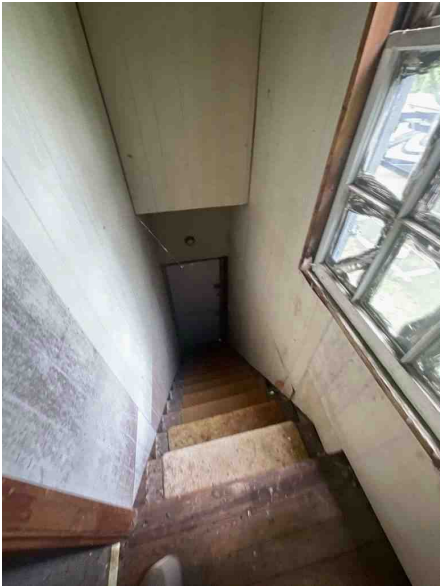
BEDROOM #3



BEDROOM #4
ONLY ACCESS IS THROUGH BEDROOM #3 OR
STAIRS FROM OUTSIDE



FULL BATHROOM



STAIRS TO OUTSIDE

Photograph Addendum

Section V, Item1.

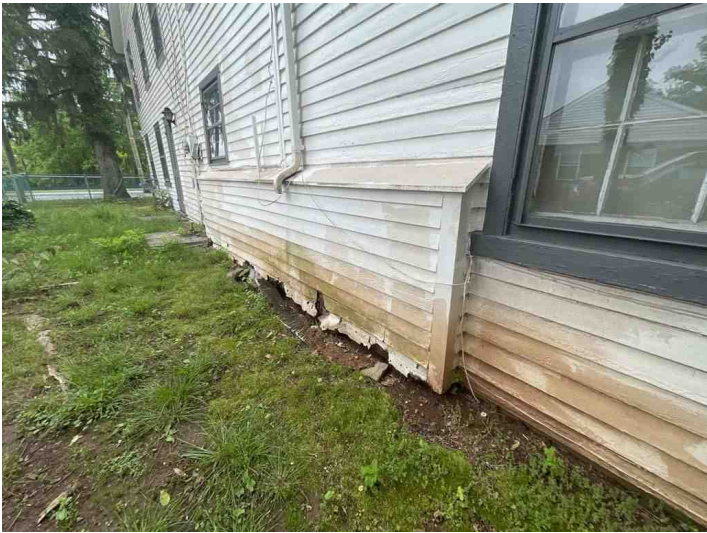
Borrower	JUAN PADILLA				
Property Address	14841 Washington St				
City	Haymarket	County	Prince William	State	VA Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp				



COVERED PORCH



WOODEN SINGLE-HUNG WINDOWS WITH
STORM SASH
WOOD SIDING



EVIDENCE OF EXTERIOR DAMAGE



NATURAL GAS METER



DEFERRED MAINTENANCE
PVC PIPE PROTRUDING GROUND



6802 SAINT PAUL DR

Photograph Addendum

Section V, Item1.

Borrower	JUAN PADILLA				
Property Address	14841 Washington St				
City	Haymarket	County	Prince William	State	VA Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp				



6802 SAINT PAUL DR WELL OR SEPTIC COVER POSSIBLY ABANDONED



INTERIOR 6802 SAINT PAUL DR



6802 SAINT PAUL DR KITCHEN



6802 SAINT PAUL DR FULL BATHROOM



6802 SAINT PAUL DR ROOM #1



6802 SAINT PAUL DR ROOM #2

Photograph Addendum

Section V, Item1.

Borrower	JUAN PADILLA					
Property Address	14841 Washington St					
City	Haymarket	County	Prince William	State	VA	Zip Code 20169
Lender/Client	Trustworthy Mortgage Corp					



6802 SAINT PAUL DR

EVIDENCE OF BLACK MOLD/ORGANIC GROWTH



6802 SAINT PAUL DR

EVIDENCE OF BLACK MOLD/ORGANIC GROWTH



6802 SAINT PAUL DR

EVIDENCE OF BLACK MOLD/ORGANIC GROWTH



6802 SAINT PAUL DR

EXTERIOR VIEW #2

1.5.3 Historic Buildings Inventory

Based on a survey conducted by the Virginia Department of Historic Resources (VDHR) in 1996 as well as Section 58-554 (a) of the Town Code which states: "all buildings within the Old and Historic Town of Haymarket which are 50 years old or older are designated historic buildings" the following structures are designated historic and worthy of protection in the Town of Haymarket.

TABLE 16: Historic Building Inventory

Address	Date of Construction	Historical Name
14710 Washington Street	ca. 1924	Sears House
14740 Washington Street	ca. 1926	Sears House
14801 Washington Street	ca. 1900's	Jordan House
14800 Washington Street	ca. 1900	Baptist Church
14841 Washington Street	ca. 1900 1901 per PWC Records	Watts House
14881 Washington Street 14891 Washington Street	ca. 1900 ca. 1900	House LeRoy House/Madison Shop
14910 Washington Street	ca. 1895	Melton House/store
14941 Washington Street 14950 Washington Street	ca. 1948 ca. 1870's Built on site of the Red House Tavern	Old Fire Station (first one in Western Prince William County) Roland House/Red House Tavern (first building built before Haymarket became a town)
14951 Washington Street	ca. 1910	Old Bank Building
15020 Washington Street	ca. 1920's	Old Post Office
15030 Washington Street	ca. 1920	Rust/Pickett House
15101 Washington Street	ca. 1888/90	Dr. Payne House/Winterham
6590 Jefferson Street	ca. 1910	Garrett House
6620 Jefferson Street 6707 Jefferson Street	ca. 1900 ca. 1920's	Downs House Large example bungalow
6706 Jefferson Street	ca. 1901	Gossom House
6712 Jefferson Street	ca. 1935	Baker/Bean House
6713 Jefferson Street	ca. 1910	Masonic Lodge
6720 Jefferson Street 6741 Jefferson Street	ca. 1930 ca. 1890	Gossom House Brownie Smith House
6751 Jefferson Street	ca. 1870	Alrich House
6771 Jefferson Street 6810 Jefferson Street	ca. 1870-80 c. 1900	Wise/Creech House Leonard House
6811 Jefferson Street	ca. 1890	James Beale House
6735 Fayette Street	ca. 1911	St. Paul's Parish Hall
6740 Fayette Street	ca. 1890-1910	Meade House
6750 Fayette Street	ca. 1900	St. Paul's Rectory
6790 Fayette Street 6796 Fayette Street	ca. 1930 ca. 1800	Sarah Turner House Pearson's House

July 7, 2025

Town of Haymarket
15000 Washington Street
Haymarket, VA 20169

Subject: Proposed Use of Residential/Commercial Property

Dear Town Council Members and Planning Department,

I hope this letter finds you well. My name is Kelsy Dominick Hall. I have been operating DiDomenico Design, a custom bridal and dress boutique, since 2015. During its development, I traveled worldwide for new sources of fabrics, and creative inspirations. My clientele base has grown rapidly, and I am now seeking to establish a long-term place of business along with my family here in Haymarket.

On behalf of my Family Team, I would like to share our proposal for a property located at 14841 Washington St. that we have under contract. We are very excited about this opportunity to contribute to the ongoing legacy of our beautiful and growing town.

Our vision is to establish a creative, place of business that will not only provide various high-end craftsmanship and artistic expression but will also serve as a cultural attraction for Town residents and visitors alike. We believe this is one of the things that every Town should include... strong, visible platforms for the arts and modern cultural expressions. Our hope is to help bridge that gap—respecting the Haymarket’s important history while nurturing a vibrant, creative future.

The goal for our atelier is to become a beacon of creativity, community interaction, and culture expression. In a region full of fast-paced professionals and families, we want to offer a respite... a place where imagination is honored, and individuality is celebrated. Our multipurpose place of business will include:

- An anchor boutique for custom made bridal gowns, dresses and men’s suiting
- A professional photography studio that will also be offered for short term use by local creatives and professionals.
- A production workshop that produces custom made jewelry and unique creations
- An Italian styled gelato and espresso bar, open to the public, fostering family and friends connecting in a relaxing and hospitable environment.

We have drawn inspiration by the model of Chip and Joanna Gaines, who brought a small Texas town to the forefront by intentional investment, meaningful storytelling, and authentic design. We envision something similar for Haymarket on a much smaller scale—a place where culture, heritage, and progress go hand in hand. Already, our bridal gown and dress clients travel from all parts of the country. Because this is not a retail business, our clients are scheduled by private appointment only. This ensures minimal disruption and a peaceful experience for both our clients and the surrounding community.

We respectfully ask for your support and consideration as we work to bring this vision to life. We are eager to invest not only financially, but also emotionally, artistically, and civically in the future of our town.

Positive Impacts of the Custom Dress & Suit Atelier in Haymarket:

- **Cultural Revitalization:** Introduces a strong creative and artistic presence in the Historic District.
- **Small Business Investment:** Encourages more boutique, local entrepreneurship in contrast to national franchise chains.
- **Tourism Boost:** Attracts regional and national clientele, increasing foot traffic and tourism revenue.
- **Historic Preservation:** Honors Haymarket's historic past of independent small business establishments while securing its future.
- **Job Creation:** Offers employment, opportunities in fashion, hospitality, photography, visual art and design services.
- **Community Engagement:** Creates opportunities for meaningful local interaction through our multipurpose, shared spaces concept.
- **Youth Inspiration:** Offers internship and mentorship possibilities for local students interested in design, photography, and business.
- **Creative Expression:** Serves as an outlet for creative individuals seeking inspiration, collaboration, and growth.
- **Economic Ripple Effect:** Draws additional investment, new business concepts, and artisan vendors to the area.
- **Civic Identity:** Positions Haymarket as a culturally progressive, welcoming, and dynamic small town on the national map.

We would welcome the opportunity to further present our proposal and receive your comments, insights, and recommendations. Thank you for your time and for your dedication to our community's future. We are excited about the possibilities for this project and for Haymarket at large.

Warm Regards,

Kelsy Dominick Hall

DiDomenico Design

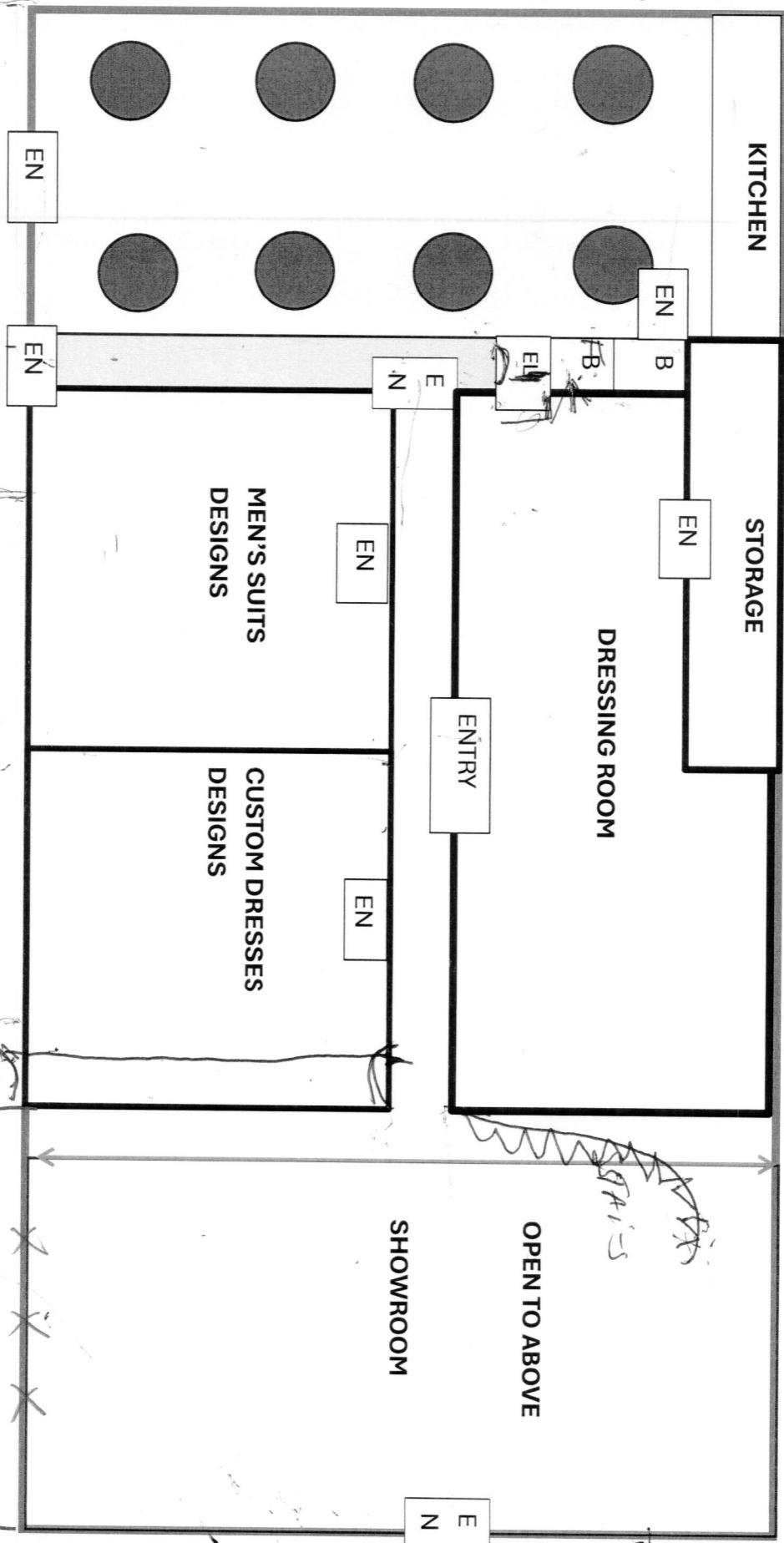
✉ store@didomenicodesign.com

www.didomenicodesign.com

36 x 22 = 800 SF

Section V, Item 1.

Covered Seating Area



76'

★
DOWN
STAIRS

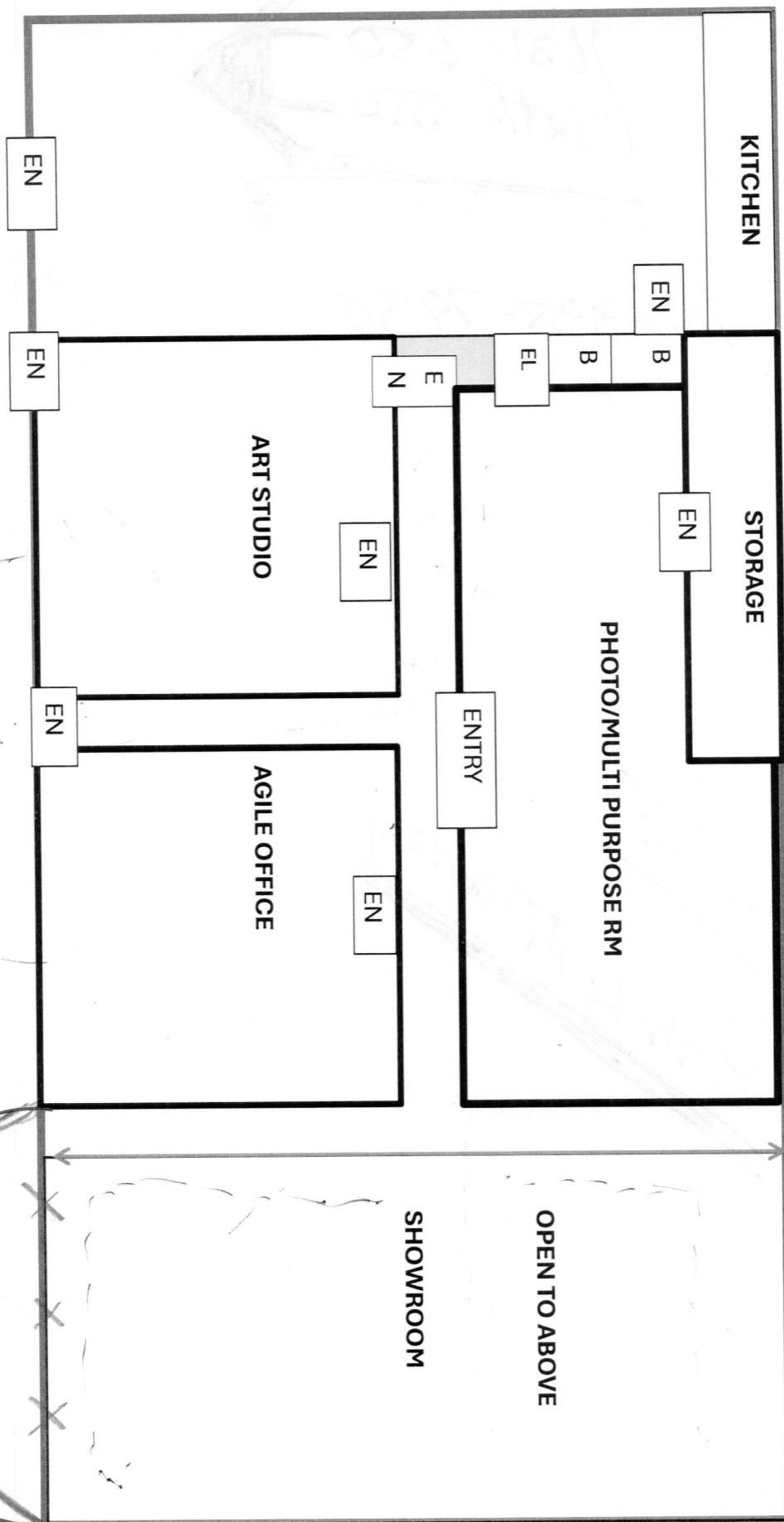
(Draft) Proposed Floor

FRONT 36'

★ UPSTAIRS

(Draft Proposed 2nd floor)

Battery



70'

FRONT 36

DiDOMENICO DESIGNS





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, Town Planner
DATE: August 13, 2025
SUBJECT: Discussion Item, Revisions to ARB Guidelines

Background:

The Town Planner is providing edits of the current Architectural Review Board Guidelines for the ARB's review and comment. The goal of revising these updates is to streamline permitting processes and ensure that ARB review is consistent with the current needs of the Town.

The Town Planner will take the comments and recommendations of the ARB into consideration when bringing the revised guidelines to the Town Council for review and approval.

The sections provided for review in this meeting include:

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

The Town Planner has included map elements such as the Historic District Overlay Map as placeholders until documents are finalized and any zoning text and comprehensive plan amendments are approved.

Note, formatting of the guidelines are subject to change, and alterations to the theme and format of the final copy recommended by the ARB are expected as this discussion continues.

The Town Planner has taken the recommendations from previous meetings and presented the revisions for discussion and recommendation.



Historic District Design Guidelines for the Architectural Review Board

Adopted by the Town Council _____
Public Hearing Held _____

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

Motion By:
Seconded By:

Voting Aye: Voting Nay:
Absent: 0
Abstain: 0

Done this ____ Day of _____, 2024 ATTEST:

(Signature of Current Mayor) Clerk

Table of Contents (to be updated once final draft is provided)

I. Introduction

A. Purpose and Intent of the Architectural Review Board

In 1994 the Haymarket Town Council (herein after, the “Town Council”) placed the entire town under a Historic District Overlay, which identifies additional protection specific to historic structures and the historic resources of the Town of Haymarket (herein after, the Town) in addition to underlying requirements already required by the Town’s zoning regulations. The adoption of a local historic district and ordinances to protect historic resources is authorized by Sec. [15.2-2201](#) and [15.2-2306](#) of the Code of Virginia.

ARTICLE XVI. - OLD AND HISTORIC HAYMARKET DISTRICT OVERLAY in the Haymarket Zoning Ordinance designates all buildings within the Historic District Overlay which were built prior to 1950 as historic.

When the Town Council adopted the Historic District Overlay, it also established the Haymarket Architectural Review Board (herein after, ARB). The regulations imposed in the district are intended to protect against the destruction of, or encroachment upon, Haymarket’s historic structures and resources.

Certificate of Appropriateness

No building, structure or sign shall be erected, constructed, or altered within the Historic Overlay District must be reviewed and approved by the ARB before a Certificate of Appropriateness (herein after, a COA) may be granted, which includes, but is not limited to:

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

See [Sec. 58-16.4](#) of the Zoning Ordinance for language referring to the COA.

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

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

It is not the intent of the Town to overly restrict property owners, architects, builders, and contractors restrict or prevent homeowners from remodeling, adding to, or otherwise enhancing their property. However, the ARB will interpret what will be considered the unique characteristics of the Town’s historic structures and may refer to architectural and historic sources other than these guidelines in order to make recommendations about all design issues not expressly defined in these guidelines.

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

Additionally, according to the Town’s Comprehensive Plan (2008-2013), a close relationship between the Planning Commission (herein after, the “PC”) and the Architectural Review Board (herein after, the “ARB”) is necessary to implement a community design. The PC is responsible for ensuring that development plans abide by

existing land use and zoning ordinances whereas the ARB is responsible for ensuring that the design of new structures and the modification of existing buildings adhere to an overall architecture consistent with the Historic District Ordinance and these Guidelines. The community design plan must be a balance of meeting future and current community needs, saving and rehabilitating historic structures, and allowing homeowners and business owners enough latitude to enhance their properties all while creating and preserving the historic “character” of Haymarket.

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

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

B. Process of Review and Approval

Please see the review and approval procedures [<insert hyperlink to review/approval flow chart>](#) to see the steps to be taken when an application is submitted to the Town for review and approval.

An idealized timeline for review and approval is listed in the above linked attachments; however, the timeline for review and approval may vary based on the nature and content of the submitted application.

Please note that some cases under review will only require Administrative approval prior to installation or application to Prince William County’s Building Department. The Town Planner or Zoning Administrator will notify the applicant whether or not the submitted application will require Administrative or ARB approval prior to submission of the application.

Appeals

Whenever the board ARB, Town Planner, or Zoning Administrator shall approve or disapprove an application for a COA, any aggrieved party or member of the Town Council shall have the right to appeal and be heard before the Town Council provided such person files a written notice of intention to appeal with the Town Clerk on or before 14 days after the decision of the board.

Upon receipt of such notice, the Town Clerk shall place such appeal on the agenda for the next regular meeting of the Town Council, at a time not to exceed 45 days after the receipt of such notice of appeal.

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

C. Exemptions for ARB Review and Approval

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

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

Architectural Styles of Haymarket

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

Industrial/Retail, West of Fayette Street

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

Historic Walking/Central Portion of the Town

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

Commercial/Residential Blend East of Town’s Center

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

Overall Plan

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

II. Streetscape and Site Design

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

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

A. Washington Street Enhancement Project

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

B. Fences and Walls

All fence applications will be administratively reviewed and approved.

1. Types

- Wood or wood-look products in the style of a picket, board, or split-rail.

- Regarding fence installation at the Longstreet Commons Subdivision: The subdivision was created in 1987 prior to the establishment of the guidelines and all lots within this subdivision are subject to a restrictive covenant that any fence constructed must be board on board and none other.
- For picket fencing, pickets must be separated from each other by a space of one to three inches but should not be any wider than the width of the picket. Additionally, the picket will have a horizontal width of two to four and one-half inches. The fence will be constructed with the finished side facing outside of the fenced property.
- Board fencing will be constructed of six-inch wide boards. If more than twenty-five percent is to be replaced, then the entire fence will be considered as a new fence and must adhere to these guidelines.
- For split-rail fencing, a maximum of three rails is permitted. The height of a split-rail fence should not exceed 48 inches at the highest rail.
 - Wrought iron.
 - Other fence styles, such as ornamental and privacy fences will be considered on a case-by-case basis.
- Partial and/or decorative fencing styles should be appropriate to the architecture of the parent building. Partial and/or decorative fences are not to be used extensively along the property line.
- For fences with an open design, wire mesh can be used to contain pets. The wire mesh should be of a heavy gage in black or dark green with a square or rectangular weave. It should be installed on the inside of the fence and not extend above the top of the fence or top rail in a split-rail design. "Chicken wire" is not approved.
 - At no time will stockade, snow fencing, exposed chain link fencing or barbed or razor wire (or any similar exposed security fencing) be allowed within the Historic District.
 - Alternating board fences are not approved for new fences.

2. Materials

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

3. Gates

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

4. Walls

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

C. Lighting (freestanding and posts)

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

Regarding footcandle requirements and other general specifications for lighting installations in the Town, please see the following sections from the Zoning Ordinance:

[Section 58-20.10-Lighting](#)

[Section 58-20.11-Lighting in Residential Subdivisions](#)

[Section 58-20.12-Business and Industrial Lighting](#)

[Section 58-20.13-Lighting Installation, Operation, and Maintenance Costs](#)

D. Telecommunication Dishes, Drums, and Towers

- Communication dishes or drums located in an Industrial Zoned I-1 district (in the southwest corner of Haymarket between Fayette Street and James Madison Highway) must be surrounded by fencing and obscured from view if mounted on the ground.
- Any exposed dish or drum mounted on a tower or monopole shall be painted white or another color approved by the ARB.
- No antenna higher than twenty-four linear feet from ground level shall be constructed or attached to any building or structure within the Industrial-zoned district.

E. Screening

All outdoor utilities, transformers, meters, trash dumpsters, mechanical, heating and a/c units shall be screened from the public view by walls, fences, landscaping or a combination thereof.

If roof-mounted mechanical equipment is used, it shall be screened from public view on all sides. The screening material and design shall be consistent with the design, textures, material, and colors of the building. The screening shall appear as an integral part of the building.

F. Solar Energy Systems

The standards for solar energy installations in residential districts are found in [Section 58-21.4\(d\)](#) of the Zoning Ordinance.

III. New Construction and Additions to Existing Structures

A. General Guidelines

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

B. Colors

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

C. Exterior Elements

1. Foundations and Siding

The following materials are acceptable for exteriors and foundations of buildings within the Town, if consistent with the other requirements of the Historic District Ordinance and these Guidelines:

- Foundation exteriors must be comprised of brick, stone or concrete with a brick relief.
- Wood siding
- Wood-look Vinyl Siding, if consistent in quality and texture with Historic District requirements
- Hardboard Siding
- Stone
- Brick

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

2. Decorative Detailing

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

D. Roofing and Chimneys

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

E. Patios

- All patios applications outside of public right of way will be administratively reviewed and approved once HOA approval is granted, if necessary.
- Patio additions may require a minor site plan review and approval by the Zoning Administrator depending on amount of land disturbed during installation or increase in impervious surface with the addition.

F. Lighting (attached to structure)

The ARB may adopt from time to time a list of approved lightbulb types.

All attached exterior lighting shall be contained in fixtures that meet the requirements of these guidelines.

G. Windows and Doors

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

H. Decks

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

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

Permitted materials are:

- Pressure-treated lumber
- Manufactured wood
- Composite material such as TREX or other similar product
- Wood
- Deck colors must match either the primary or trim color of the structure.
- Once painted or stained, the finish must be maintained to prevent peeling.

I. Accessibility/ADA Compliance

- Applications for handicapped ramps for residential buildings will be administratively approved, while the ARB will approve all commercial ramp installation, including storefronts.
- Handicapped ramps should not be built in a runway style perpendicular to the front façade unless all other alternatives present undue hardship.
- Potential materials are:
 1. Pressure-treated lumber
 2. Manufactured wood
 3. Composite material such as TREX or other similar product
 4. Wood

J. Awnings

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

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

Material used to construct awnings or canopies shall be limited to canvas or similar material.

Vinyl, plastic or aluminum will not be considered as material for use in the construction of awnings or canopies.

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

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

Awnings must be a solid color.

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

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

Signage

See [Section 58-17](#) of the Zoning Ordinance for Town signage requirements. See Appendix A in these guidelines for design examples for signage.

Signs associated with historic structures shall use fonts and designs documented to be from the time period of (1) the structure's construction or (2) the period 1750 to 1900. Signs should make a positive contribution to the general appearance of the street and neighborhood in which they are located as well as complement the architecture of the building(s).

It is not a given that corporate business logos or color schemes will meet sign guidelines.

The ARB strongly encourages the use of durable synthetic materials.

Demolition Guidelines

The requirements for demolition COA review and approval can be found in [Section 58-16.12](#) of the Zoning Ordinance. This Zoning Ordinance section also notes the criteria the ARB will use to review and approve/deny Demolition COA applications.

A. SPECIAL INSTRUCTIONS FOR HISTORIC STRUCTURES

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

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

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

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

Complete, professional, photographic documentation of the interior and exterior of the building, including black and white print and digital images.

Phase I archaeological survey of the property to determine if the property yields information important to the Town's history.

The applicant must demonstrate that the site will be prepared and maintained in accordance with a landscape plan once the building has been demolished.

The demolition may occur only following receipt of a building demolition permit for the new construction structure.

Situations Not Covered, Additional Requirements

These guidelines do not cover every possible situation. Architectural alterations or construction requests not covered by these Guidelines will be reviewed for appropriateness by the ARB on a case-by-case basis applying the standards and principles set forth in these Guidelines and the Town’s Comprehensive Plan and ordinance provisions. The timeline for review and approval of the application may vary based on the content and historic context of the submitted application. It is the responsibility of all applicants to comply with all Town building, zoning, subdivision and land use requirements as well as all state and federal requirements. If there are any further questions that applicants may have in this process, please contact Town Staff at (703) 753-2600 or visit Haymarket Town Hall at 15000 Washington Street Suite 100.

Legal Status of the Guidelines

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

Appendix A: SIGN DESIGN EXAMPLES

(Use of these images is for exemplary purpose only and is not an endorsement of any business shown.)

- MENU SIGNS
- HANGING SIGNS
- FREESTANDING SIGNS
- INDIVIDUAL LETTER SIGNS
- WALL SIGNS
- DIRECTIONAL SIGN
- NEON “OPEN” SIGN (Non-Flashing/Non-Moving)

Appendix B: APPROVED FENCE STYLES

- PICKET STYLE FENCES
- ENCLOSURES
- OTHER FENCE STYLES/RETAINING WALLS
 - Ornamental Fencing
 - Wrought Iron Fence

Stone Retaining Wall
Wood Retaining Wall

Appendix C: HISTORIC STRUCTURES INVENTORY AND MAP

Address	Date of Construction	Historic Name
14600 Washington Street	Ca. 1925	Pace West Schoolhouse
14650 Washington Street		
14710 Washington Street	Ca. 1924	Lewis Home
14801 Washington Street	Ca. 1900s	Jordan House
14800 Washington Street	Ca. 1900	Haymarket Baptist Church
14841 Washington Street	Ca. 1900	Watts House
14845 Washington Street		
14881 Washington Street	Ca.1900	
14891 Washington Street	Ca.1900	LeRoy House/Madison Shop
14898 Washington Street		
14910 Washington Street	Ca.1895	Melton House/Store
14920 Washington Street	Ca.1900	Lane Motors Property
14951 Washington Street	Ca.1910	Old Bank Building
15020 Washington Street	Ca. 1920s	Old Post Office
15030 Washington Street	Ca. 1920s	Rust/Pickett House
15101 Washington Street	Ca. 1888/1890	Dr. Payne House/Winterham
6721 Madison Street		
6760 Madison Street		
6560 Madison Street		
6590 Jefferson Street	Ca. 1910	Garrett House
6611 Jefferson Street		
6620 Jefferson Street	Ca. 1900	Downs House
6707 Jefferson Street	Ca. 1920s	Large Example Bungalow
6706 Jefferson Street	Ca. 1901	Gossom House
6713 Jefferson Street	Ca. 1910	Masonic Lodge
6720 Jefferson Street	Ca. 1930	Gossom House
6741 Jefferson Street	Ca. 1890	Brownie Smith House
6722 Jefferson Street		
6735 Jefferson Street		
6751 Jefferson Street	Ca. 1870	Alrich House
6771 Jefferson Street	Ca. 1870-1880	Wise/Creech House
6810 Jefferson Street	Ca. 1900	Leonard House
6811 Jefferson Street	Ca. 1890	James Beale House
6814 Jefferson Street		
6735 Fayette Street	Ca. 1911	St. Paul's Parish Hall
6740 Fayette Street	Ca. 1890-1910	Meade House

6750 Fayette Street	Ca. 1900	St. Paul's Church and Rectory
6790 Fayette Street	Ca. 1930	Sarah Turner House
6796 Fayette Street	Ca. 1800	Pearson House
14975 Walter Robinson Ln		

Draft Haymarket Historic Structures inventory

Legend

Historic Structures

■ National/State Register

■ Historic Inventory

ARB REVIEW AND APPROVAL PROCESS

WORKFLOW & TIMELINE

Section V, Item2.

CONSTRUCTION/MODIFICATION OF EXTERIOR STRUCTURE

COA FOR DEMOLITION

