



# ARCHITECTURAL REVIEW BOARD

WORK SESSION  
~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, February 27, 2019

6:00 PM

Council Chambers

A Work Session of the Architectural Review Board of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 6:00 PM.

Chair Kenneth Luersen called the meeting to order.

## I. Call to Order

Chair Kenneth Luersen: Present, Board Member Marchant Schneider: Present, Councilwoman Bond Cavazos: Present, Board Member Julia Cabrera-Woscek: Present, Commissioner Aayush Kharel: Present (7:20 PM).

## II. Minutes Approval

1. Architectural Review Board - Regular Meeting - Jan 16, 2019 7:00 PM

Mr. Schneider states that he spoke with the Clerk earlier about two points that he would like reviewed and clarified in the minutes regarding his discussion at the meeting. Mr. Schneider moves that the Architectural Review Board defer adoption of the January 16, 2019 minutes until regularly scheduled March meeting to have the Clerk verify whether or not the discussion included a statement regarding him stating that he would disclose his conversations with the applicant's representatives at the last meeting and also to confirm whether or not he made a statement asking Mr. Prater, the applicant's representative, whether they had done a financial statement and that answer in the minutes. Councilwoman Cavazos seconds the motion.

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Marchant Schneider, Board Member
<b>SECONDER:</b>	Bond Cavazos, Councilwoman
<b>AYES:</b>	Kenneth Luersen, Marchant Schneider, Bond Cavazos, Julia Cabrera-Woscek
<b>ABSENT:</b>	Aayush Kharel

## III. Agenda Items

### 1. Draft Historic Guidelines Discussion

Town Attorney, Martin Crim, discusses with the Board the Draft Historic Guidelines.

### 2. Draft By-Laws for the ARB

In the evening's meeting, Mr. Crim also reviews the Draft By-Laws with the Board.

Ms. Lockhart will send updated drafts of the ARB Guidelines and By-Laws to the Board members.

### 3. ARB Vice-Chairperson

Ms. Lockhart asks the Board if they would like to add to the evening's agenda the election of an ARB Vice-Chairperson? The Board unanimously agrees to add this to the agenda. Councilwoman Cavazos elects board member Marchant Schneider and the Board unanimously concurs.

### 4. Gateway Sign Presentation

Councilwoman Cavazos and Town Planner, Emily Lockhart, share a power point presentation regarding the design phase of the post and panel Town signs.

Discussion ensues on appropriations for the signs including implementing the gateway sign program into the Draft CIP.

The Board chooses post style, sign shape and colors as well as message on the signs.

## IV. Adjournment

### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Marchant Schneider, Board Member
<b>SECONDER:</b>	Aayush Kharel, Commissioner
<b>AYES:</b>	Luersen, Schneider, Cavazos, Cabrera-Woscek, Kharel

Submitted:

Approved:

  
Shelley M. Kozlowski, Clerk of the Council

  
Ken Luersen, Chairman