



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ AGENDA ~

Kenneth Luersen,  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

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Wednesday, February 20, 2013

7:00 PM

Council Chambers

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### **1. Call to Order**

### **2. Citizens Time**

### **3. Minutes Approval**

- a. Architectural Review Board - Regular Meeting - Jan 16, 2013 7:00 PM

### **4. Certificate of Appropriateness**

- a. 15009 Gossom Manor Place - Deck
- b. 14711 Alexandras Keep Lane - Deck

### **5. Town Council Update**

### **6. Planning Commission Update**

### **7. New Business**

- a. I-66 Widening Project - Bridges

### **8. Old Business**

- a. Task List
- b. VDOT Response on Signage
- c. CLG - Historic Overlay Mp

### **9. Adjournment**



# ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING ~ MINUTES ~

Kenneth Luersen,  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, January 16, 2013

7:00 PM

Council Chambers

A Regular Meeting of the Architectural Review Board of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 7:00 PM

called the meeting to order.

### 1. Call to Order

Sheila Jarboe: Late, Chair Kenneth Luersen: Present, AIA John Parham: Present, Councilwoman Katherine Harnest: Present, Commissioner Ralph Ring: Absent.

### 2. Citizens Time

No one spoke at Citizens Time

### 3. Minutes Approval

a. Architectural Review Board - Regular Meeting - Dec 19, 2012 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Katherine Harnest, Councilwoman
<b>SECONDER:</b>	John Parham, AIA
<b>AYES:</b>	Kenneth Luersen, John Parham, Katherine Harnest
<b>ABSENT:</b>	Sheila Jarboe, Ralph Ring

### 4. Certificate of Appropriateness

a. 15004 Gossom Manor Place - Deck

This deck was approved with no exceptions.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Katherine Harnest, Councilwoman
<b>SECONDER:</b>	John Parham, AIA
<b>AYES:</b>	Kenneth Luersen, John Parham, Katherine Harnest
<b>ABSENT:</b>	Sheila Jarboe, Ralph Ring

b. Sheetz Rebuild

Sheetz reps here. Allen from Sheetz. Rick Gordon.

Bronze pilings for canopy. Black color? Yes. There were 2 concerns raised first time, which was the red color and the green color.

Doesn't see any changes on those. Closest red on our color palette is Habanero chili.

**Review cornice for other options on roof top.**

Jarboe arrives 7:10pm.

**Green color no where near anything on our palette. See if blue could be done.**

**Evaluate curb on canopies to fit better with elements within our area. Curve ness doesn't fit in.**

**What color options for signage. Bring back samples. If can't, come close to it. Still want other colors on the rest of the building.**

**Darker red everywhere else if not on the signage.**

Would like to see the canopy something closer to the roof line style.

Minutes Acceptance: Minutes of Jan 16, 2013 7:00 PM (Minutes Approval)

Not looking for final approval tonight.

Tobias comments that no one in the audience can see what they are talking about at the desk. Would like to see the drawings.

Signage - would like a consensus on it. Closer to our code. Doesn't exactly meet directly. But a lot closer.

How lenient do we want to be. Smaller than original sign. Broken up. If red tapered down on building, can taper on signs.

Diesel is a universal color.

Can come back next month. Tabled for January.

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Katherine Harnest, Councilwoman
<b>AYES:</b>	Sheila Jarboe, Kenneth Luersen, John Parham, Katherine Harnest
<b>ABSENT:</b>	Ralph Ring

## 5. Town Council Update

Harnest: Not much to convey. Villages phase II in process.

CLG that was discussed at Council. Historic redistricting would have to happen. It was the Council's majority to do the redistricting.

Harnest personally does not want to change it. Takes a while for redistricting.

ARB is in the next phase of the sign concept. What it will cost for town signs.

## 6. Planning Commission Update

Ring absent.

## 7. New Business

No new business. Nothing on agenda.

## 8. Old Business

### a. McDonalds Informal Discussion

Roger Bowers on behalf of McDonalds and the Architect.

Took comments from last month and did some modifications. Drive thru needs SUP. Will submit when formally submits COA. Ordinance change being considered on drive thru.

Signage was discussed. Will go thru later on that.

3 existing. 2 McDonalds 2 ft by 13' internally illuminated signs. Those are legally nonconforming and approved when the store was built.

Requests that on signage that is legally nonconforming, the one on backside taken down, and same sign put on the rebuilt building. Front of bldg does not meet with new design. That sign would go away. Existing variance for menu board. Will request for 2nd menu board for side by side driveway. Directional signs on site approved in 2000. Those are not changing.

Architect explains. This is a remodel not rebuild. And interior remodel. Brought in a traditional design in the beginning. Heard the ARB's comments, then went back to the drawing board. Maintaining parts of existing roof. Modified lighting. Broke out of color palette. Going in the right direction?

ARB discusses: Does like the roof. Draws in the elements of Leaberry. Goose neck lighting gives it a homey feel. Strictly decoration? They create scallops along wall and shed roof. Nice effect at night. Working lights. Harnest likes what they came back with roof line. Likes the goose-neck. Arcade still little squared. Too clean cut.

Parham - appreciates some things done. From a functional standpoint the awning is nice. Goose-neck nice. Would like to see examples what they're lighting in the evening time. Likes the added brick. Lost the siding on wall for most part. Not sure why some of it was left. Luersen - eyebrow/swoosh doesn't fit in. Was thinking extend bump-out of sandstone and have it contour like eyebrow and do a drip cap.

Architect- that came up a few years ago. Were told not allowed to change the swoosh.

Luersen - integrating into building would be fine, but sticking up the way it does gives it a futuristic arch.

Parham appreciates what's been done. But it's falling short of what the town is looking for. Changes are subtle, but likes them. Almost too subtle though. Doesn't want to be another stop off the highway like all others. Wants a mid century modern clean line. Also doesn't like the cornice detail at all. Less issue with the drive thru. Would like to see brick work instead of corrugated metal.

Lots of good suggestions that they can work with and come back.

CLERK to email Quarles elevation to them.

b. Task List

Task List.

By laws bumped for a few things. Marchant still to work on. Not in extreme hurry. Til it's determined if we will have the CLG.

Tobias in the audience states that the Certified Local Government (CLG) is on the next council agenda.

Luersen asks if ARB is responsible to do the historic district? No, that's Planning Commission and Town Council.

Does ARB think the town should pursue CLG? There are merits of shrinking it.

Harnest says it's Town Councils decision. If ARB thinks it's a good idea, can move forward.

Luersen said it would be nice to have a committee to work with to come up with it. If we do shrink the historic district, do we have other districts associated with what we regulate? If we shrink the district area, who has the ultimate decision authority over ARB issues if not in our boundaries? ARB only has control over the historic district. If there's no historical district, there's no ARB board.

By statute the ARB has no authority over anything not visible from the street and not in the historical district.

What entitlement does ARB get. Do we value corridors and entranceway? Restrictive of those elements? Or focus on core of the town.

One pro of the CLG is to get grants. But we have to have a lot of qualified people on board. Realtor, architect etc.

We do have to get away from the Industrial zone. Not historical. Will have 2 sets of standards. One in the historic district and one outside.

The ARB is bound to Town Councils decisions.

Council woman Bare is in the audience and asks if ARB still interested in doing the CLG since they brought it to the Town Council?

Luersen says yes they would shrink it. Industrial zone should not fall in it.

Chair of the Planning Commission Bob Weir speaks from the audience: Council threw it to the Planning Commission. Planning Commission won't make a recommendation until decision by Council whether they want to shrink the Historic District. If Council won't shrink the historic district, then no we can't pursue the CLG. It will sit on PC's lap til council says so.

Luersen would like to participate in the meetings and give ARB's input.

Marchant - look at the Ordinance and ARB guidelines. The Comp plan of what the town values. Gateways and walking downtown. Outside of that some financial benefits to doing it. In residential neighborhoods it's redundant to have HOA guidelines that are more restrictive than ours. Look at the criteria. Guidelines. Does our district meet those parameters.

Parham worried about if we do it and don't get the grants we were supposed to be. It's too strict. He implores the Council to maintain the ARB's authority over the corridors. Look what we did with CVS. They wanted to slap standard stucco on the building. The ARB was the only thing that prevented that. Same argument with McDonalds. They want to put the standard every day box building you see in the cities. We want our own identity. Looking for individual identity and uniqueness for this town. Would be lost if not for ARB's jurisdiction over the corridor.

Tobias said ARB's comments helped as to how to shrink the district and have control over the main thoroughfare. Previous boards wanted 100% control. HOA's have already been established. There are some things ARB doesn't need control over. HOA's are more strict than ours mostly.

We've had comments by applicants complaining about how difficult it is to do things in town. Applicants feels held up.

More discussion over the signage proposed in the Town: Town Council said to move forward and have ARB come up with what design to throw at each gateway. Need direction on who wants to help with it. Just get metal signs as initial cost estimate? Yes is consensus. Next meeting Luersen will work with clerks to find point of contacts for estimates and true reality check from VDOT as to what can go by the side of roads and what can or cannot hang on lights.

PlanVa closed.

By Laws: On Marchant to do list. Will table til find what really do with CLG. Will change by laws.

Til April.

## 9. Adjournment

Harnest motions to adjourn.

Jarboe seconds.

Meeting adjourned.



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TO: Architectural Review Board  
SUBJECT: 15009 Gossom Manor Place - Deck  
DATE: 02/20/13

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This is a 10' x 20' Trex deck with stairs, Treehouse color. Approved by the Planning Commission on 2/11/2013.

**ATTACHMENTS:**

- 15009 Gossom Manor Place - Deck (PDF)





RECEIVED 4.a.a

JAN 14 2013

TOWN OF HAYMARKET

ZONING PERMIT #: ZP20130114

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 PERMIT APPLICATION

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

NAME OF BUSINESS/APPLICANT: Suzen O'Connell / Prince William Home ImpPROPOSED USE: Deck Size (Sq. Ft./Length) of Construction: 200 SFSITE ADDRESS: 15009 Gossom Manor Pl Parcel ID #: \_\_\_\_\_Subdivision Name: Sherwood Forest Lot Size: \_\_\_\_\_ZONING DISTRICT: ☐ R-1 ☐ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1 Site Plan Required: ☐ Yes ☐ NoSpecial Use Permit Required: ☐ Yes ☒ No Homeowners Association (HOA) Approval: ☐ Yes ☐ No

Off-street Parking: Spaces Required: \_\_\_\_\_ Spaces Provided: \_\_\_\_\_

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, type and dimensions of signs, height/length of fencing, etc.)

Deck - 10x20 w/ steps + 4x5 landingSupporting Documentation (attached): ☐ Narrative ☐ Plan/Plat ☐ Specification SheetFEE: ☒ \$25.00 Residential ☐ \$50.00 Commercial

## CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (i.e. color, type of material, font style, etc.)

10' x 20' Deck with stairs + landing - Trex Color TreehouseSupporting Documentation (attached): ☐ Specification Sheet ☐ Photograph(s)

### PERMIT HOLDER INFORMATION

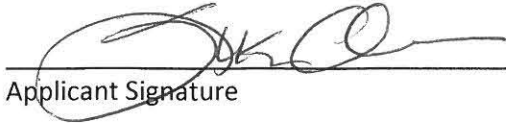
Name: Prince William Home ImpAddress: 14906 Persistence DrCity: Woodbridge VA State: VA Zip: 22191Phone#: (703) 414-0496 Email: runaround@verizon.net

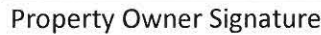
### PROPERTY OWNER INFORMATION

Name: Irvin + Nicole WilliamsAddress: 15009 Gossom Manor PlCity: Haymarket VA State: VA Zip: 20169Phone#: (703) 724-7778 Email: \_\_\_\_\_

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

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


  
Applicant Signature


  
Property Owner Signature
**\*\*\*OFFICE USE ONLY\*\*\*****ZONING PERMIT #:**2P20130114

Date Filed:

1-14-13

Fee Amount:

25 -

Date Paid:

1-14-13**DATE TO ARCHITECTURAL REVIEW BOARD (ARB):**2-20-13☐ APPROVED☐ DISAPPROVED☐ TABLED UNTIL: \_\_\_\_\_☐ DEFERRED UNTIL: \_\_\_\_\_

ARCHITECTURAL REVIEW BOARD CHAIR:

SIGNATURE

PRINT

CONDITIONS:

**DATE TO PLANNING COMMISSION:**2-11-13☒ APPROVED☐ DISAPPROVED☐ TABLED UNTIL: \_\_\_\_\_☐ DEFERRED UNTIL: \_\_\_\_\_

PLANNING COMMISSION {where required):

SIGNATURE

PRINT

CONDITIONS:

58-15(b)**DATE TO TOWN COUNCIL:** \_\_\_\_\_☐ APPROVED☐ DISAPPROVED☐ TABLED UNTIL: \_\_\_\_\_☐ DEFERRED UNTIL: \_\_\_\_\_

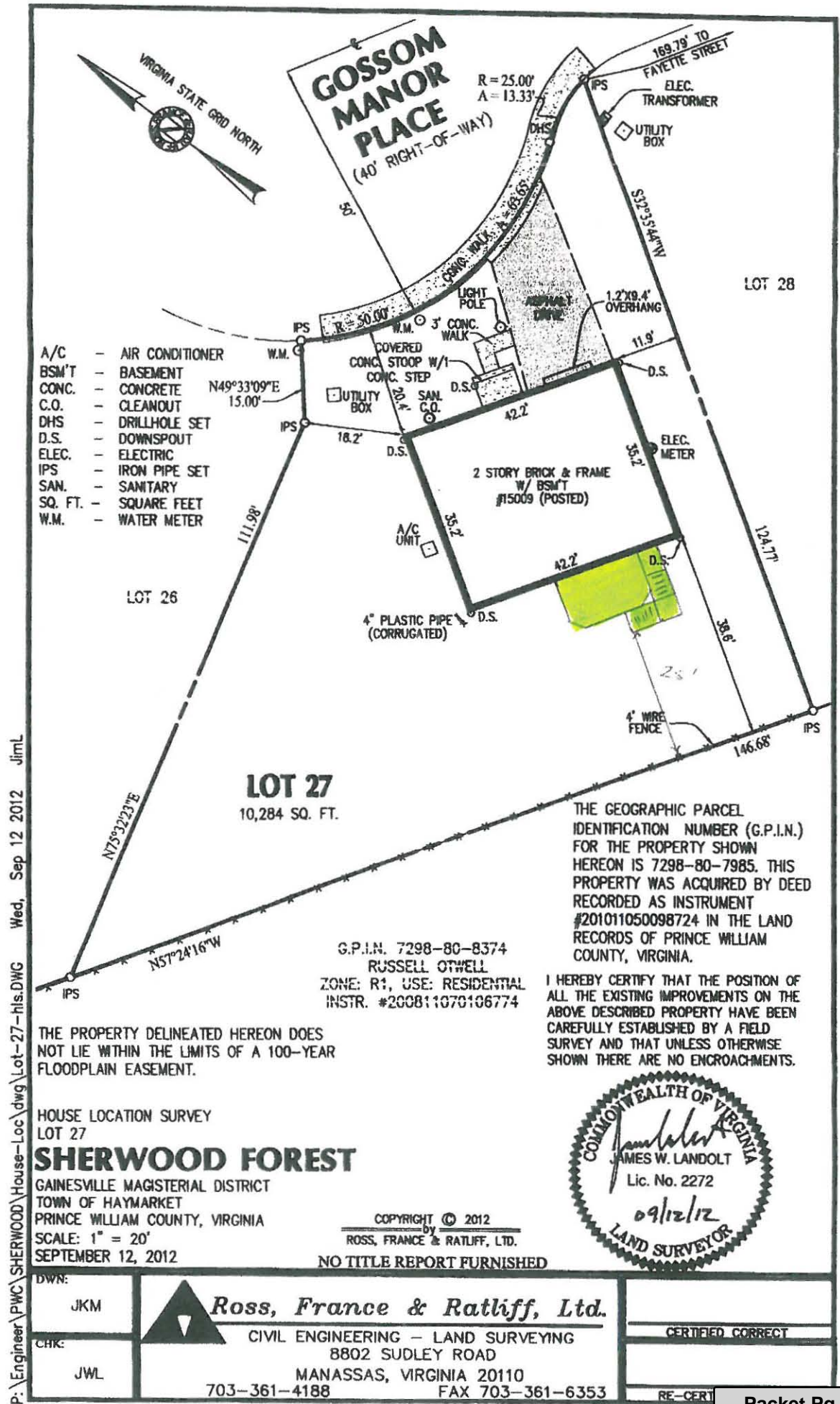
TOWN COUNCIL {where required):

SIGNATURE

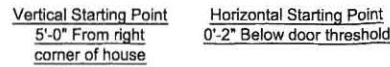
PRINT

CONDITIONS:





Attachment: 15009 Gossom Manor Place - Deck (1334 : 15009 Gossom Manor Place - Deck)



Plan View  
Scale:  $\frac{3}{8}'' = 1'$

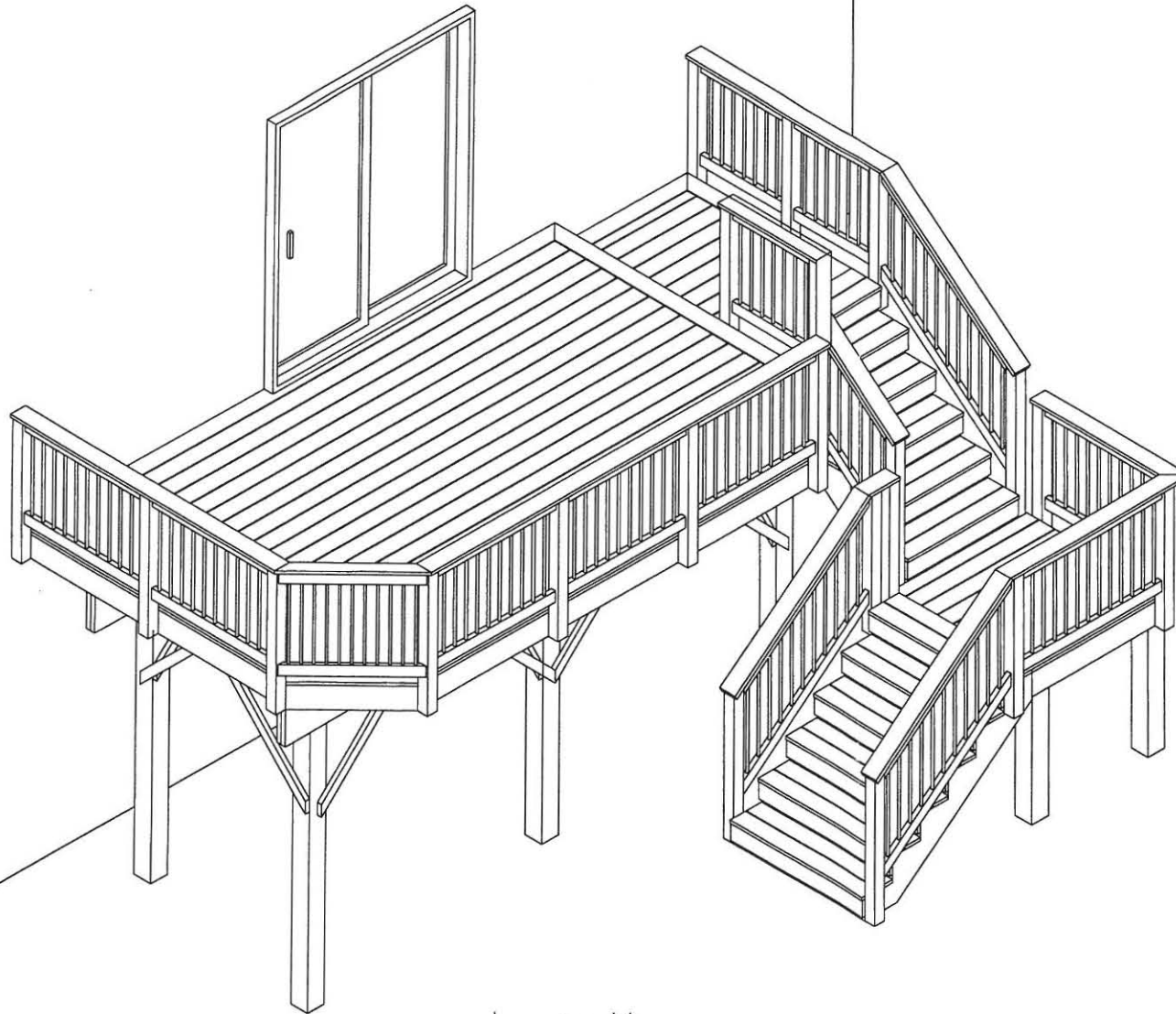


- Notes:
- 1) Joist to be spaced at 16" o.c.
- 2) Beam - Double 2x12 P.T.
- 3) Folders 24" deep - 18" across - 10" min concrete
- 4) Decking to be 5/4"x6 Trex~Transcend~Tree House w/  
Vintage Lantern picture frame
- 5) Stairs to be built per county typical deck details.
- 6) Railings are to be P.T. w/ Trex~Vintage Lantern Rail Cap  
w/ Black Round Balusters
- 7) Elevation is 9'-0"

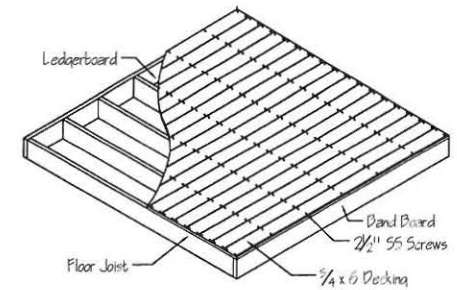
Customer Name Irvin & Nicole Williams	Date: Jan. 9, 13
Customer Address 15009 Cossom Manor Place, Haymarket, VA 20169	
Contractor Prince William Home Improvement	
Contractor's Address 14906 Persistence Dr Woodbridge, VA 22191	Drawn by: Henry Villanueva



Note: This drawing is an artistic interpretation of the general appearance of the design. It is not meant to be an exact rendition.



Isometric View



Typical Floor Section

This Space Left  
Blank Intentionally

Customer Name	Irvin & Nicole Williams	Date:	Jan. 9, 13
Customer Address	15009 Gosson Manor Place,	Haymarket, VA	20169
Contractor	Prince William Home Improvement		
Contractor's Address	14906 Persistence Dr	Woodbridge, VA 22191	Drawn by: Henry Villanueva

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Lava Rock

Spiced Rum



Attachment: 15009 Gossom Manor Place - Deck (1334 : 15009 Gossom Manor Place - Deck)



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TO: Architectural Review Board  
SUBJECT: 14711 Alexandras Keep Lane - Deck  
DATE: 02/20/13

---

This is a 10' x 20 Deck with stairs. Pressure treated wood. Stairs to be spiral, possibly black metal.

**ATTACHMENTS:**

- 14711 Alexandras Keep Lane - Deck (PDF)





4.b.a  
RECEIVED

JAN 14 2013

TOWN OF HAYMARKET

ZONING PERMIT #: 20121218

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 PERMIT APPLICATION

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

NAME OF BUSINESS/APPLICANT: CARLOS CASTILLO

PROPOSED USE: DECK Size (Sq. Ft./Length) of Construction: \_\_\_\_\_

SITE ADDRESS: 14711 ALEXANDRAS KEEP LN Parcel ID #: 7397-19-3774

Subdivision Name: ALEXANDRA'S KEEP Lot Size: .1102

ZONING DISTRICT: ☐ R-1 ☒ R-2 ☐ B-1 ☐ B-2 ☐ I-1 ☐ C-1 Site Plan Required: ☐ Yes ☒ No

Special Use Permit Required: ☐ Yes ☒ No Homeowners Association (HOA) Approval: ☒ Yes ☐ No

Off-street Parking: Spaces Required: \_\_\_\_\_ Spaces Provided: \_\_\_\_\_

BRIEF DESCRIPTION OF ACTIVITY: (i.e. previous use, type and dimensions of signs, height/length of fencing, etc.)

10' x 20' Deck with STAIRS.

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

FEE: ☒ \$25.00 Residential ☐ \$50.00 Commercial paid

## CERTIFICATE OF APPROPRIATENESS

ADDITIONAL DESCRIPTION: (i.e. color, type of material, font style, etc.)

DECK w/STAIRS. STAIRS will be SPIRAL - METAL (Pos) BLACK P.T. Wood.

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

### PERMIT HOLDER INFORMATION

Name: CARLOS CASTILLO  
Address: 14711 ALEXANDRAS KEEP LN  
City: HAYMARKET, LA State: 20169 Zip: 571-527-7448  
Phone#: \_\_\_\_\_ Email: NONE

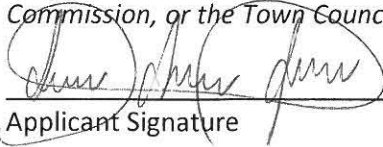
### PROPERTY OWNER INFORMATION

Name: SALE  
Address: \_\_\_\_\_  
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.



Applicant Signature

Same

Property Owner Signature

## \*\*\*OFFICE USE ONLY\*\*\*

ZONING PERMIT #: 20121218

Date Filed: 1-14-13 Fee Amount: 25 Date Paid: 2-11-2013

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): 2-20-13

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: \_\_\_\_\_ ☐ DEFERRED UNTIL: \_\_\_\_\_

ARCHITECTURAL REVIEW BOARD CHAIR:

SIGNATURE

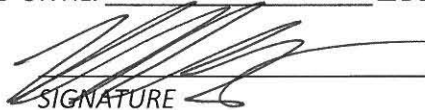
PRINT

CONDITIONS:

DATE TO PLANNING COMMISSION: 2-11-13

☒ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: \_\_\_\_\_ ☐ DEFERRED UNTIL: \_\_\_\_\_

PLANNING COMMISSION {where required}:



ROBERT WEIR

SIGNATURE PRINT

CONDITIONS:

58-15(b)

DATE TO TOWN COUNCIL: \_\_\_\_\_

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: \_\_\_\_\_ ☐ DEFERRED UNTIL: \_\_\_\_\_

TOWN COUNCIL {where required}:

SIGNATURE

PRINT

CONDITIONS:

Attachment: 14711 Alexandras Keep Lane - Deck (1335 : 14711 Alexandras Keep Lane - Deck)



SEQUOIA MANAGEMENT COMPANY, INC. • 13998 PARKEAST CIRCLE • CHANTILLY, VIRGINIA 20151-2283 • 703-803-9641 • FAX 703-968-0936  
www.sequoiamanagement.com

October 8, 2012

Carlos Castillo  
14711 Alexandras Keep Lane  
Haymarket, VA 20169

Dear Homeowner:

I am pleased to inform you that the Alexandras Keep Homeowners Association Architectural Review Board has approved your application to install a deck as submitted.

A copy of your approved application is enclosed.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

**SEQUOIA MANAGEMENT COMPANY, INC.**

Kristy L. Faulk, CMCA®, AMS®  
Community Management Assistant

Enclosure

Attachment: 14711 Alexandras Keep Lane - Deck (1335 : 14711 Alexandras Keep Lane - Deck)



## Alexandras Keep Homeowners Association

### Architectural Review Application

Please note: In order for your application to be processed, you must provide a picture of your home and the proposed change(s), and complete in full for approval.

Please Mail or Deliver To: Architectural Review Board  
 C/o Sequoia Management Company, Inc.  
 13998 Parkoast Circle  
 Chantilly, VA 20151-2283  
 Attention: Kristy Faulk  
 Community Management Assistant

1. Name: CARLOS CASTILLO  
 (Please Type or Print)
2. Address of Proposed Change: 14711 Alexandra's Keep Ln. HAYMARKET VA 20169  
 Mailing Address of Applicant: 14711 Alexandra's Keep Ln. HAYMARKET VA 20169
3. Parcel/Lot Number: \_\_\_\_\_
4. Home Telephone: (703) 909 6077 Work Telephone: (703) 703 5319609
5. General Description of Proposed Change:

Provide a description of the proposed change, including the purpose or reason for the change, the type and color of materials to be used, location of property, and any other pertinent information required to evaluate the proposed change(s).

I want to build the deck in my house  
documentation will be attached with this application

6. Required Exhibits and Supporting Documentation:

The supporting exhibits or documentation listed below must accompany this design review application for the proposed change(s). An application submitted without all required information will be considered incomplete. In such case, the Architectural Control Committee's sixty (60) day review period will not commence until all required information has been received. Applicants should provide all documents and exhibits required by Fairfax County.

- a. **Paint or Stain Colors** — A sample and model number of the color(s) to be used must be provided, both for repainting or restaining existing improvements and for structural additions, together with a list of existing paint colors on the house or appurtenant structures that will remain unchanged.
- b. **Finish Materials** — A description and/or sample of all finish materials to be used for the exterior surface of proposed improvements must be provided.
- c. **Site Plan (Recorded Plat)** — A site plan, drawn to scale, showing the location and dimensions of the proposed improvement, including orientation with respect to the property lines, unit, and adjacent dwelling units must be provided for decks, patios, walls, storage sheds, fences, recreation equipment, major landscape changes that require approval, and structural additions to the home.

## Alexandras Keep Homeowners Association

### Architectural Review Application

- d. Architectural Drawings and Landscape – Detailed architectural drawings or plans must be provided for decks, storage sheds, and structural additions to the home and major landscape improvements that would change the topography of the lot or landscape plan originally provided by the builder.
- e. Photographs – The inclusion of photographs is appropriate for exterior lighting fixtures, decorative objects and similar cosmetic additions to the unit or lot.
- f. Other Exhibits – Other exhibits may be required in order to permit adequate evaluation of the proposed change. Homeowners are advised to seek guidance from the Architectural Control Committee or Managing Agent before submitting an application.

7. Notification of Adjacent Lot Owners:

A homeowners submitting a design review application is required to provide notice of the application to all lot owners (other than builders) whose lots immediately abut the applicant's lot or are separated from the applicant's lot by a street or common area and for whom the proposed improvement will be visible from the adjacent lots.

Proof of notice is required through the signing of the design review application by the adjacent lot owners.

Signatures and Address(es) of adjoining lot owners:

1470 Alexandras Keep Ln HANNOCKET VA 20169

8. Estimated Starting Date of Construction (After Approval by the Architectural Review Board):

as soon as you approve it

9. Estimated Completion Date:

4 months

10. Owner acknowledges that he/she is familiar with the design review requirements and procedures for the Preserve at Great Oak Homeowners Association.

11. Owner understands that the authority to perform an alteration granted by this application will automatically expire if the work is not commenced within one-hundred eighty (180) days following approval and work completed within three-hundred sixty (360) days of approval of other time frame authorized by the Architectural Review Board.

Owner's Signature and Date:

[Signature]



## Alexandras Keep Homeowners Association

### Architectural Review Application

- ☒ Approved Obtain my Applicant Permit
- ☐ Disapproved \_\_\_\_\_
- ☐ Additional information needed to process application: \_\_\_\_\_
- ☐ Comments or restrictions: \_\_\_\_\_

Approval for any project by the Association does not in any way imply waiver or approval of Fairfax County requirements. Newgate residents must comply with all Fairfax County Requirements. Thank you for helping to keep our community beautiful!

#### ARB REVIEWER SIGNATURES

Date 10/2/12

Date \_\_\_\_\_

Date \_\_\_\_\_

### Notes

1. Nothing contained herein shall be construed to represent that alterations to lots or buildings in accordance with these plans shall not violate any of the existing provisions of local building and zoning codes. Further, nothing contained herein shall be construed as a waiver or modification of any restrictions.
2. When required, building permits shall be obtained prior to start of any construction. Nothing contained herein shall be construed as a waiver or permit requirements.
3. Owner understands and agrees that no work on this request will commence until written approval has been obtained from the Architectural Review Board.
4. Owner further understands and agrees that any exterior alterations undertaken before written approval is obtained are not permitted and that the owner may be required to restore the property to its former condition at the owner's expense if such alterations are made and subsequently disapproved in whole or in part. Further, owner understands that any legal expense associated therewith will be the responsibility of the owner.
5. Owner agrees to give the Architectural Review Board and/or Managing Agent, express permission to enter on the owner's property at a reasonable time to inspect the proposed project in progress, and the completed project.
6. Owner understand that any approval is contingent upon the completion of alterations in a workmanlike manner and in accordance with the approved plan and specifications for alterations.

**Brian Matte**

---

**From:** Kristy Faulk <kfaulk@sequoiamgmt.com>  
**Sent:** Tuesday, October 02, 2012 4:55 PM  
**To:** Brian Matte  
**Subject:** ACC Application-14711 Alexandra's Keep Lane  
**Attachments:** img-X02165411-0001.pdf

Application attached.

Thank you,

Kristy L. Faulk, CMCA®, AMS®

Community Management Assistant

Sequoia Management Company  
13998 Parkeast Circle  
Chantilly, Virginia 20151  
[www.sequoiamanagement.com](http://www.sequoiamanagement.com)

703.803.9641 work  
703.968.0936 fax

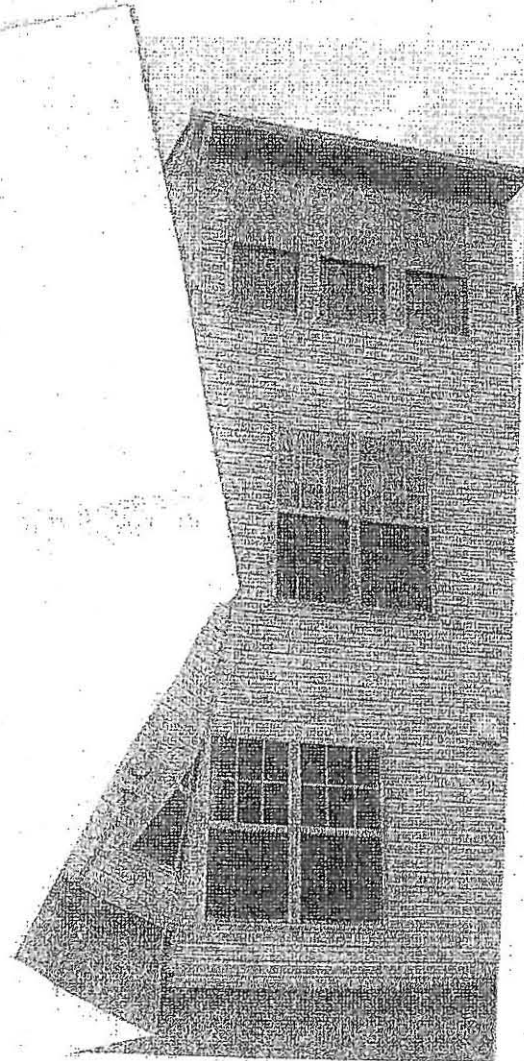
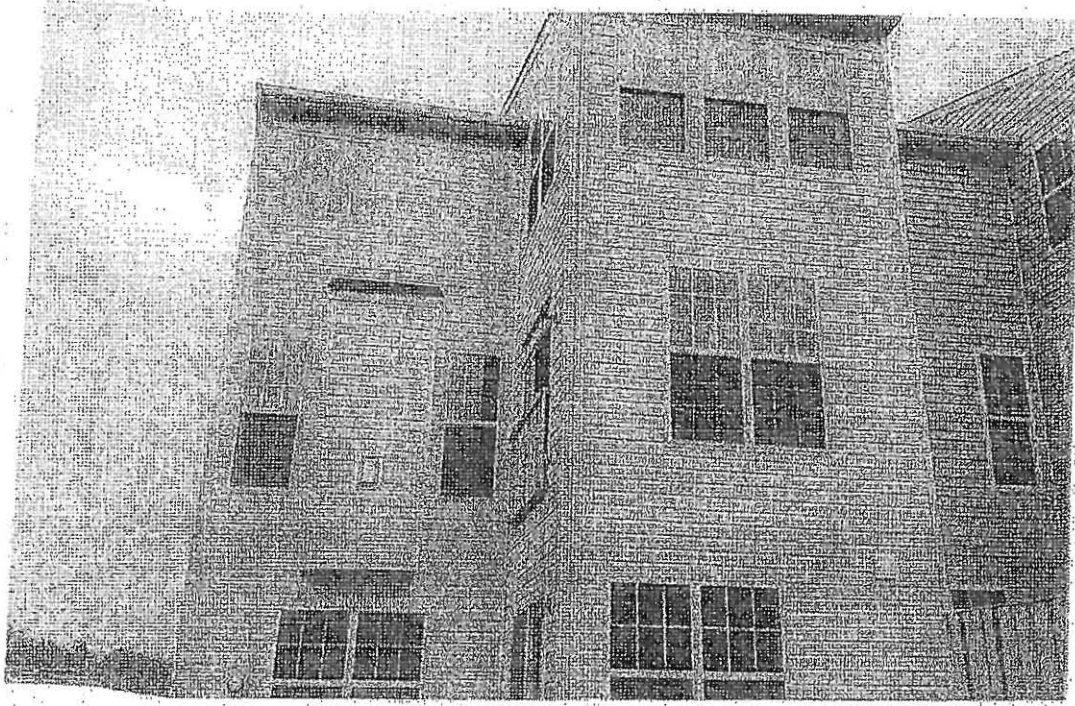
P Please consider the environment before printing this e-mail.

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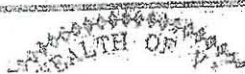
----- Forwarded Message -----

**From:** "4112" <X4112@sequoiamgmt.com>  
**To:** kfaulk@sequoiamgmt.com  
**Sent:** Tuesday, October 2, 2012 5:54:11 PM  
**Subject:** Scan from a Xerox 4112/4127









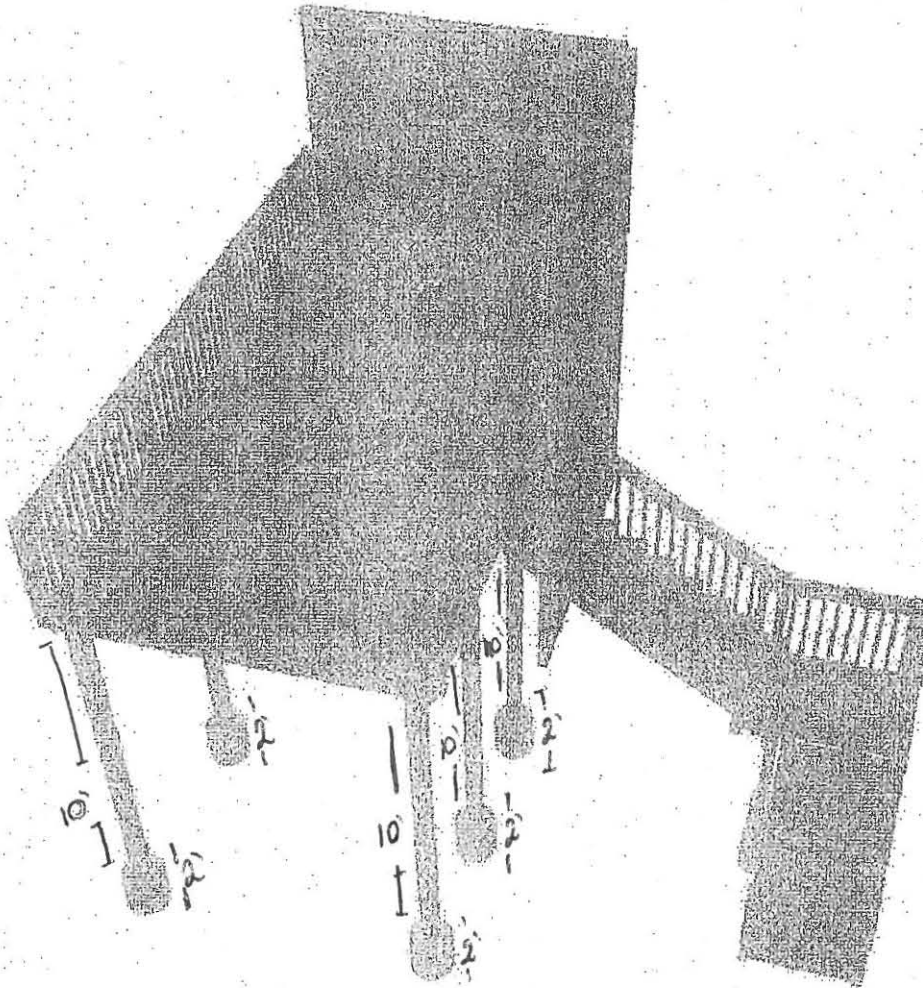




# Pro Deck Design™



3D View



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DocID d52f73f8-2024-4148-9c56-en589a101802

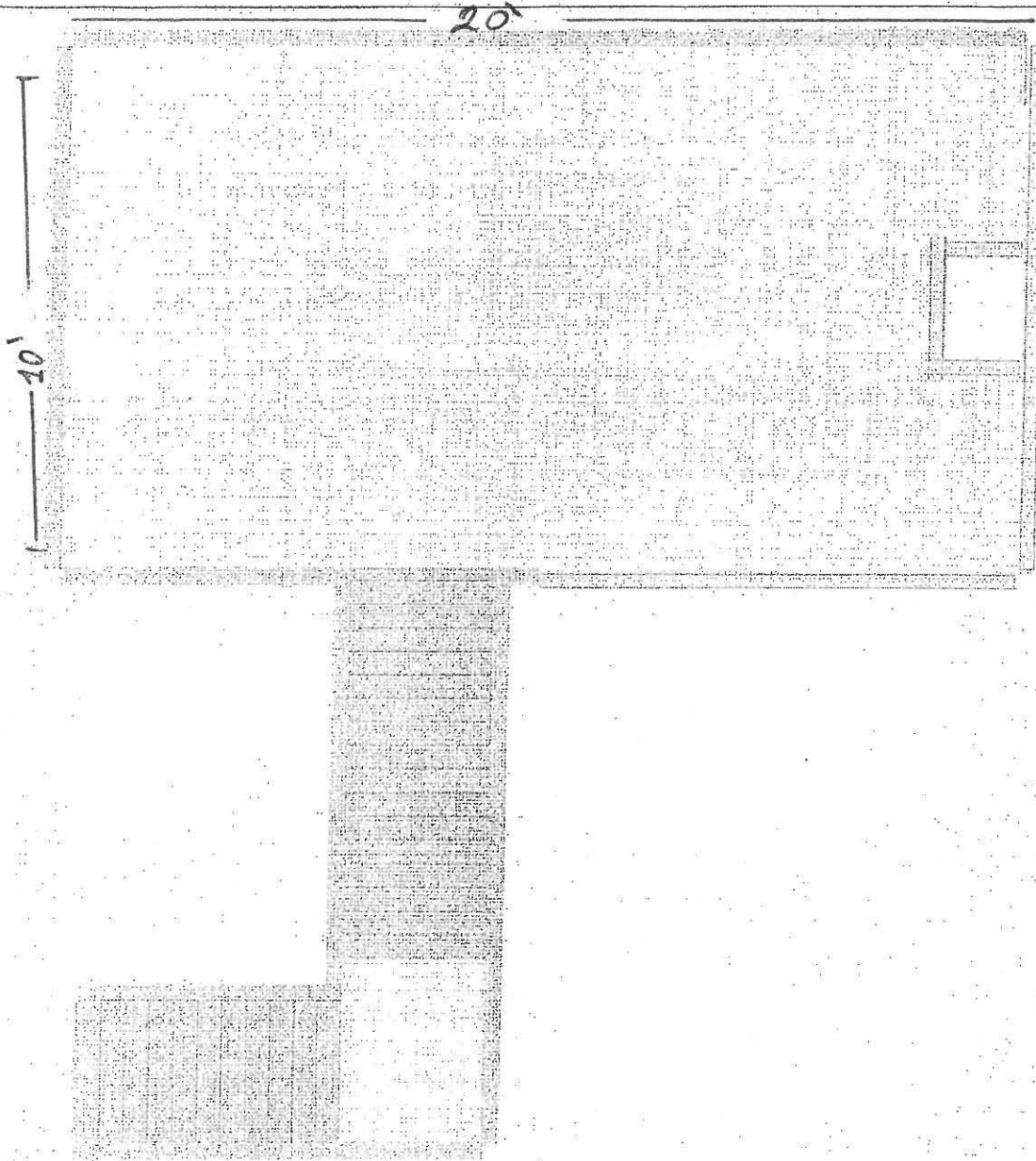




# Pro Deck Design™



Plan View



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Doc ID: d52f73f9-2024-4f58-9d56-ec588a141b02

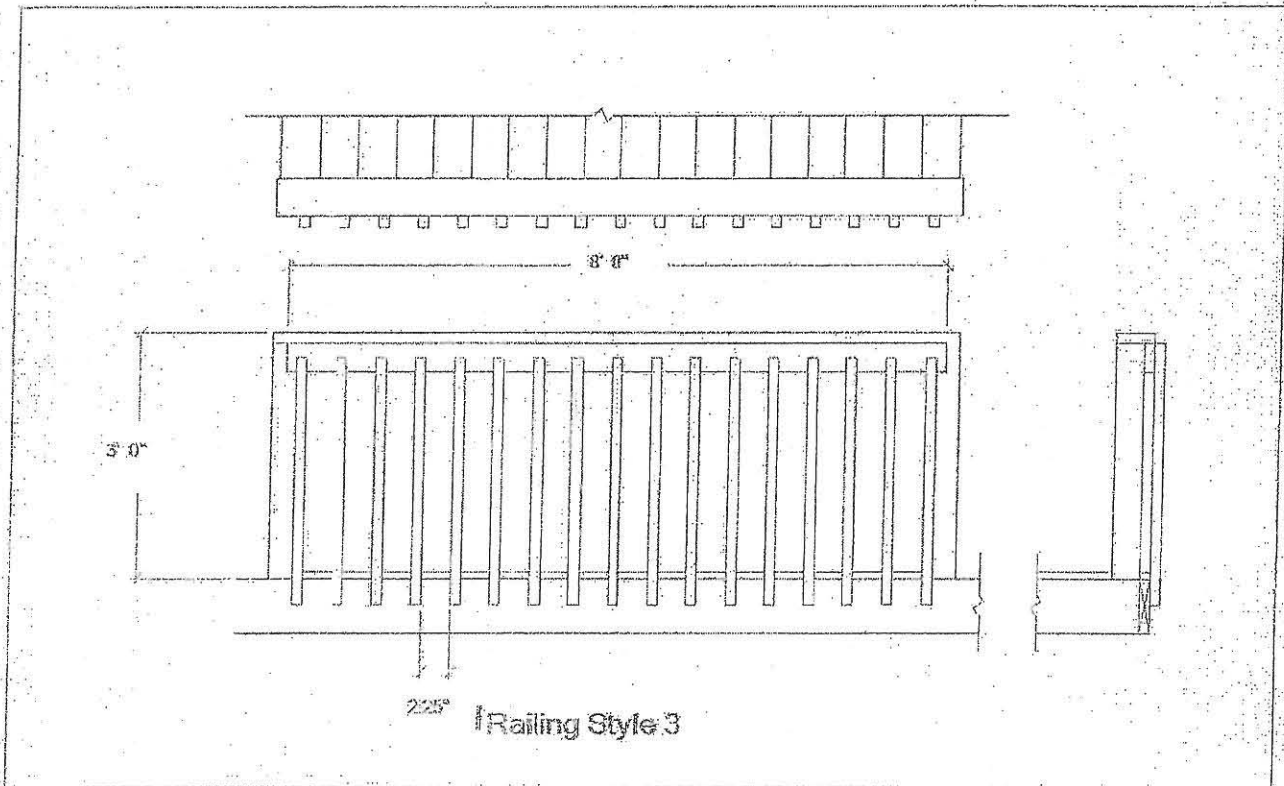
Attachment: 14711 Alexandras Keep Lane - Deck (1335 : 14711 Alexandras Keep Lane - Deck)



# Pro Deck Design™



## Railing Details View



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Page 9 of 27

Doc ID d52f73f9-2024-4149-8d55-ec588a101802



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TO: Architectural Review Board  
SUBJECT: I-66 Widening Project - Bridges  
DATE: 02/20/13

---

The Town's Engineer, Holly Montague, will report to the ARB on the attached proposed treatments for the I-66 Widening Project, in regards to the Old Carolina and Catharpin bridges.

**ATTACHMENTS:**

- Architectural Treatments (I-66 Widening project) (PDF)



**From:** [Sherrie Wilson](#)  
**To:** [Jennifer Preli](#)  
**Subject:** FW: Architectural Treatments (I-66 Widening project)  
**Date:** Tuesday, February 19, 2013 10:16:46 AM

---

**From:** hmontague  
**Sent:** Monday, February 11, 2013 5:45 PM  
**To:** Sherrie Wilson  
**Subject:** FW: Architectural Treatments (I-66 Widening project)

Sherrie,

Please include/send to the ARB. I will attend the next ARB meeting.

Thanks!  
Holly

---

**From:** Llana, Claudia, P.E. (VDOT) [<mailto:Claudia.Llana@VDOT.Virginia.gov>]  
**Sent:** Sat 2/9/2013 7:01 PM  
**To:** Canizales, Ricardo; hmontague  
**Cc:** Salahshoor, Amir, P.E. (VDOT); Vogel, Ellen L. (VDOT); Briganti-Dunn, Christiana (VDOT); Lowe, Chris, P.E. (VDOT)  
**Subject:** RE: Architectural Treatments (I-66 Widening project)

Rick, Holly,

Please take a look at the highlighted text, regarding proposed top fence treatment and black color (for rail, fence and light posts) for the Old Carolina and Catharpin bridges elements, and let us know if you have suggestions, concerns or questions. Thanks.

*Claudia Llana, P.E. | Virginia Department of Transportation | Preliminary Engineering Manager, Prince William | 4975 Alliance Drive, Fairfax, VA 22030 | office 703.259.1768 |*

---

**From:** Briganti-Dunn, Christiana (VDOT)  
**Sent:** Friday, February 08, 2013 2:32 PM  
**To:** Llana, Claudia, P.E. (VDOT); Lowe, Chris, P.E. (VDOT)  
**Cc:** Salahshoor, Amir, P.E. (VDOT); Vogel, Ellen L. (VDOT)  
**Subject:** Architectural Treatments

Claudia & Chris,

I have spent some time talking and working with Ellen Vogel on the Special Provisions for the Architectural Treatments for the I-66 overpasses at Old Carolina Road and Catharpin Road for the I-66 Widening Project. As you recall, we discussed coordinating such treatments for an overall aesthetic (coordinated parts and pieces) that will be pleasing when installed altogether and that can be applied to the I-66/Route 15 Interchange, too. If any of the following are not possible, Chris, please let me know...

Here are our suggestions (the second one will need to be coordinated with the Town of Haymarket and Prince William County – Claudia, would you be willing to reach out to the Town and County?):

1. We suggest that the typical pedestrian curved top fence be replaced with an ornamental wire fence (see photos) and installed on top of the parapet as opposed to being attached to the outside edge of the parapet. It is a bit more decorative yet less noticeable than the standard chain link fence. The top will have a bent edge that will replicate the curved top fence, such that pedestrians cannot drop or throw items from the bridge onto the motorists/roadway below.



2. We suggest that the BR-27 series rails, ornamental wire fence, and **LIGHT POSTS** be painted black. As it was previously, the fence was to be black, the rails brown [REDACTED], and the light posts a dark green [REDACTED], but in the photo below the color is very faded. We don't believe these three colors should be used in combination as it would stand out more prominently and would diminish from the other architectural treatments (simulated dry stack stone).



- 3.
4. Ellen and I had selected Federal Color number 595-33578 [REDACTED] as the base color for the concrete of the bridges and as the sole color for the sound barriers (however, looking again at the photo below I believe it is too orangey). There are other good color choices, too:

595-16492	[REDACTED]
595-17773	[REDACTED]
595-17877	[REDACTED]
595-17925	[REDACTED]
595-26622	[REDACTED]
595-27722	[REDACTED]



595-33617

595-36521

595-36559

595-37150

We need to think of one color as the base, to which other darker stains could be added to provide the color variation. (Ellen, do you have a preference?)

On the bridges, the contractor would select a few other colors represented in the Beverly Mill to provide the color variation of the natural stone.



Please give me your thoughts and I will proceed in revising the Special Provisions.

Thanks,

Tina

Christiana Briganti-Dunn, P.E.  
 Design-Build Project Manager  
 NOVA Construction  
 Virginia Department of Transportation  
 4975 Alliance Drive  
 Fairfax, VA 22030  
 direct: (703) 259-2960  
 cell: (571) 268-5117  
 fax: (703) 815-3129  
[christiana.briganti@VDOT.Virginia.gov](mailto:christiana.briganti@VDOT.Virginia.gov)

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TO: Architectural Review Board

SUBJECT: Task List

DATE: 02/20/13

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An update on the Task List.

**ATTACHMENTS:**

- ARB Tasking 201301 (PDF)



## January ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
By-Laws	Luersen/Schneider	Aug. 2012	Open	<p>???? – Task Created</p> <p><b>Aug. 2012</b> – Tabled 'til next meeting</p> <p><b>Sep. 2012</b> – Ken to meet with Marchant and lay out next steps to move forward</p> <p><b>Oct. 2012</b> – Ken to use Fairfax Co. And Roanoke by laws as base document. From ARB workshop recommendation, Ken to add CIOA to by-laws. Marchant to review and vet for board review in Dec. 2012</p> <p><b>Nov. 2012</b> – ARB By-Laws written and passed to Marchant to vet. Marchant said he should be able to complete by the December ARB meeting.</p> <p><b>Dec. 2012</b> – Task tabled for the holidays</p> <p><b>Jan. 2013</b> – Task tabled 'til April 2013 to allow for CLG decision.</p>
Caboose Enhancement Project	Luersen/Preli	Aug. 2012	On-Hold	<p>???? – Task Created</p> <p><b>Aug. 2012</b> – Tabled 'til next meeting</p> <p><b>Sep. 2012</b> – Ken to meet with Jennifer and lay out next steps to move forward</p> <p><b>Oct. 2012</b> – Ken and Jennifer met and concluded this task needed to be put on hold. Ken to reassess with Jennifer Apr. 2013</p>
Welcome Signs at Town entrance	Luersen	Aug. 2012	Open	<p>???? – Task Created</p> <p><b>Aug. 2012</b> – Tabled 'til next meeting</p> <p><b>Sep. 2012</b> – Board to review other towns signs via internet and prepare for Oct. 2012 concept discussion.</p> <p><b>Oct. 2012</b> – Concept Created. Ken to create formal ARB request package for town council. ARB review set for Nov. 2012. Packet submission to town council set for Dec. 2012 town meeting</p> <p><b>Nov. 2012</b> – ARB requested that town properties be included in</p>

Attachment: ARB Tasking 201301 (1336 : Task List)

## January ARB Tasking Status

Task Description	Owner	Date Started	Status	Chronologic Detail
				<p>package. ARB moved to submit document to Town council at the December TC meeting after changes are made.</p> <p><b>Dec. 2012</b> – Task tabled for the holidays</p> <p><b>Jan. 2013</b> – Town Council approved the concept and requested ARB to move forward with sign designs and costing. Next step. Get VDOT correspondence started and a list of road sign manufacturers.</p>
Certified Local Government Communique	Harnest	Oct. 2012	On-Hold	<p><b>Oct. 2012</b> – Task Created. Kat to question TC if they are aware of CLG and what their stance is with regard to participating in the program.</p> <p><b>Nov. 2012</b> – CLG presented to Town Council at Nov. TC meeting. Town Council to review and make a decision. Table task and readdress Jan. 2013 to give TC time to review.</p> <p><b>Jan. 2013</b> – Town Council still waiting Planning Commission recommendation. PC addressed ARB stating that for CLG to occur, the Historic district will need to shrink and asked ARB for feedback. PC to make recommendations to TC at Feb. TC meeting</p>
PC Training Communique	Schneider	Oct. 2012	Closed	<p><b>Oct. 2012</b> – Task Created. Ellie to communicate to PC that Plan Virginia intends to hold training in Jan. 2013 at Leesburg.</p> <p><b>Nov. 2012</b> – Marchant tasked to communicate to PC since Ellie is no longer on the board.</p> <p><b>Dec. 2012</b> – Task tabled for the holidays</p> <p><b>Jan. 2013</b> – Task closed since training held this month.</p>

Attachment: ARB Tasking 201301 (1336 : Task List)



---

TO: Architectural Review Board  
SUBJECT: VDOT Response on Signage  
DATE: 02/20/13

---

Art Klos from VDOT took a look at ARB's proposed signage for the Town, and offered their comments.

**ATTACHMENTS:**

- VDOT response on Signage (PDF)



## Sherrie Wilson

---

**From:** Klos, Art G. (VDOT) [A.Klos@VDOT.Virginia.gov]  
**Sent:** Wednesday, January 30, 2013 4:09 PM  
**To:** Sherrie Wilson  
**Cc:** kluersen@verizon.net; Gerner, Peter K., P.E. (VDOT)  
**Subject:** RE: ARB Request  
**Attachments:** Town Welcome Sign Project Request.pdf

Sherrie,

I have reviewed the Town Welcome Sign proposal and offer the following comments:

### Site 1 – Sign Concept

As noted in the proposal, the concept needs to be coordinated with the Rte. 15 interchange project. I will forward this email to appropriate District staff so that they can respond separately.

### Site 2 and 6 – Sign Concept

These signs are allowed under a Land Use Permit issued by my office.

### Site 3 – Sign Concept

I'm not sure that VDOT would allow this type of sign installation. However, if we do, the sign must first be reviewed and approved by our Traffic Engineering section. This would require submission of a signal modification plan by a licensed professional engineer. Contingent upon Traffic Engineering's approval, the sign could be allowed under a Land Use Permit issued by my office. I will forward this email to our Traffic Engineering managers to see if this concept is doable.

### Site 4 – Sign Concept

This sign is allowed under a Land Use Permit issued by office.

### Site 5 – Sign Concept

These signs are allowed under a Land Use Permit issued by my office.

### Land Use Permits

The Town can proceed at any time and apply for a Land Use Permit(s) to install welcome signs as shown in Concepts 2, 4, 5, & 6. I have attached a copy of our Land Use Permit Application for your use. In addition to the application, I will need to following items in order to review and process the permit:

- Land Use Permit Application LUP-A
- Land Use Special Provisions LUP-SP
- Sign details including dimensions
- Detailed sketch or plan showing exact location of sign
- Permit processing fee of \$100 (check payable to Treasure of Virginia)

Please let me know if you have any questions.

Attachment: VDOT response on Signage (1337 : VDOT Response on Signage)

## Sherrie Wilson

---

**From:** Klos, Art G. (VDOT) [A.Klos@VDOT.Virginia.gov]  
**Sent:** Thursday, January 31, 2013 9:14 AM  
**To:** Sherrie Wilson  
**Cc:** kluersen@verizon.net; Gerner, Peter K., P.E. (VDOT)  
**Subject:** RE: ARB Request

Sherri,

I received a response from our Regional Traffic Engineer regarding the Site 3 – Sign Concept. He informed me that signs that are not related to the traffic operations of the intersection are not allowed on signal mast arms. So this concept is not doable.

I recommend that the Town consider a ground mounted sign on Rte. 55 in front of Sheets. There appears to be sufficient right-of-way.

**Art Klos**  
 Permit Manager  
 VDOT - Prince William County  
 703-366-2004

---

**From:** Sherrie Wilson [mailto:swilson@townofhaymarket.org]  
**Sent:** Thursday, January 31, 2013 8:25 AM  
**To:** Klos, Art G. (VDOT)  
**Cc:** kluersen@verizon.net; Gerner, Peter K., P.E. (VDOT)  
**Subject:** RE: ARB Request

Thank you Art for looking into this.  
 I am sure Mr. Luersen will look into your comments and take back to the ARB in February.

---

**From:** Klos, Art G. (VDOT) [mailto:A.Klos@VDOT.Virginia.gov]  
**Sent:** Wednesday, January 30, 2013 4:09 PM  
**To:** Sherrie Wilson  
**Cc:** kluersen@verizon.net; Gerner, Peter K., P.E. (VDOT)  
**Subject:** RE: ARB Request

Sherrie,

I have reviewed the Town Welcome Sign proposal and offer the following comments:

### Site 1 – Sign Concept

As noted in the proposal, the concept needs to be coordinated with the Rte. 15 interchange project. I will forward this email to appropriate District staff so that they can respond separately.

### Site 2 and 6 – Sign Concept

These signs are allowed under a Land Use Permit issued by my office.

Attachment: VDOT response on Signage (1337 : VDOT Response on Signage)

# Town Welcome Sign Project Request

Proposed by the ARB  
November 14, 2012



# Request Purpose

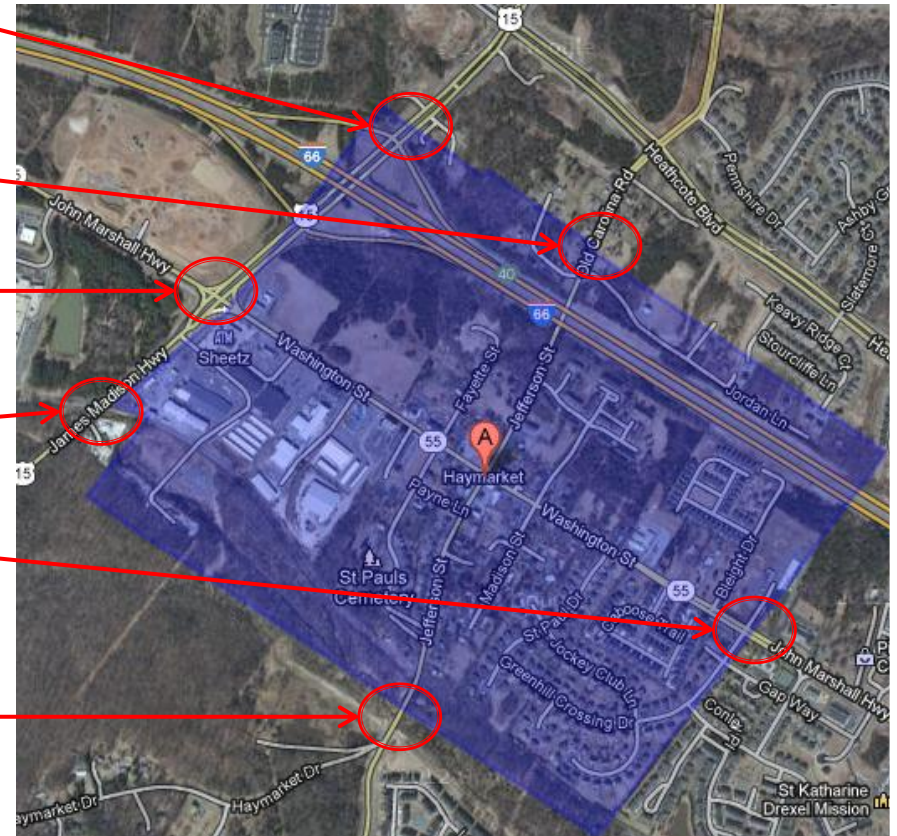
The ARB has seen the town and its surrounding communities quickly grow in the past two decades and stall due to economic influence. The ARB sees the growth beginning again, but knows that the town will develop at a slower and more controlled rate than its surrounding communities due to the historic protective measures put in place by the council to foster an old town ambience. To help identify the boundaries that separate our town from these faster developing communities and to help brand us as a historic town as well as promote a warm greeting to all visitors, the ARB would like to formally request that the town council consider investing in town welcome signs. The ARB has already started the initial phase of this project as presented in this packet by identifying what we believe to be the entry points of concern, and sign concepts for these entryways. If you have any questions or concerns, feel free to contact the ARB Chair.

# Concept Overview

- ▶ The ARB has identified 6 entryways into the town.
- ▶ The Westerly side of town is considered the “Gateway” because of Rt15 and I66 access. There are three entry points associated with the Gateway.
- ▶ The North and South entryways are considered as secondary entry points since entry is through a secondary road.
- ▶ The Easterly entryway is considered a primary entry point but should be limited in scale due to its residential zoning.
- ▶ Two of the Westerly entryways can be immediately addressed; while the third entry point will need VDOT planning and coordination.

# Proposed Sign Locations

- ▶ Site 1 – Southbound Rt15
- ▶ Site 2 – Southbound Jefferson Street
- ▶ Site 3 – Eastbound Rt55
- ▶ Site 4 – Northbound Rt15
- ▶ Site 5 – Westbound Rt55
- ▶ Site 6 – Northbound Jefferson Street



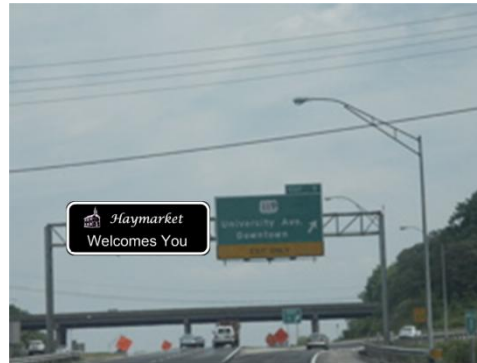
Attachment: VDOT response on Signage (1337 : VDOT Response on Signage)



# Site 1 – Sign Concept

- ▶ With the construction of the Rt15/66 Interchange three years away, only a preliminary concept can be proposed for the Southbound Rt15 entrance. Rt15 will be developed as a major thoroughfare and therefor, will need prominent signage. The ARB presently has two ideas:
  - Add a welcome sign to the overhead signage used to direct on/off ramp traffic.
    - Pro's – closer to the property line, Cheaper
    - Con's – Signage type (overhead, roadside, ...) and ownership maybe outside Town control
  - Build in a welcome message to the Fly-over
    - Pro's – more appealing
    - Con's – could get blocked by other signage, further from property line, expensive

**Note:** This concept will need to be negotiated now with VDOT to get worked into the design of the Interchange



# Site 2 and 6 – Sign Concept

- ▶ The ARB does not consider the north and south bound entryways of Jefferson street as major entry ways into town. Therefore, the ARB feels that a simple and more subtle approach should be taken here. Presently, there is a green corporate limits sign, but the ARB feels it is easily missed and does not present the branding of the town. We feel that another sign should be added that compliments the corporate limits sign yet together would stand out more and help enforce the town branding.



Alone



Paired

# Site 3 – Sign Concept

- ▶ The eastbound entryway of Rt15 poses a challenge. With the presence of strip malls at all four corners, there will be too many details for an appropriate sized sign to be noticed. Therefore, the ARB feels a small sign the is placed above the street lights will give the most impact.





# Site 4 – Sign Concept

- ▶ When entering the town northbound on Rt15, the town sign will need to contend with the Railroad tracks and industrial buildings. Therefore, the ARB feels that a more prominent sign is needed here. We based our concept on the present Loudon county welcome sign located at Rt15 and Bull Run waterway.



# Site 5 – Sign Concept

- ▶ Since the westbound entrance of Rt55 is primarily a residential entrance, the ARB prefers to keep the details of the sign presently in place. However, we feel it is subtly hidden and feel another one should be added to the other side of the street as well. This will allow the signs to stand out a little more. Plus, a “Leaving Haymarket, come again” message can be added to the town facing side of the signs, to add to the theme. Presently, the existing sign is faded, peeling, and beginning to deteriorate. We recommend replacing it as well as adding the new addition.



# Next Steps Needed from Council

- ▶ The next steps for council to consider:
  - Approval to continue with the Project (including scheduling and funding discussions)
  - Acceptance of the recommended sign locations
  - Acceptance of the sign concepts
  - Acceptance of the sign Designs
  - Approval to build, install, and acceptance to maintain signs.





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TO: Architectural Review Board

SUBJECT: CLG - Historic Overlay Map

DATE: 02/20/13

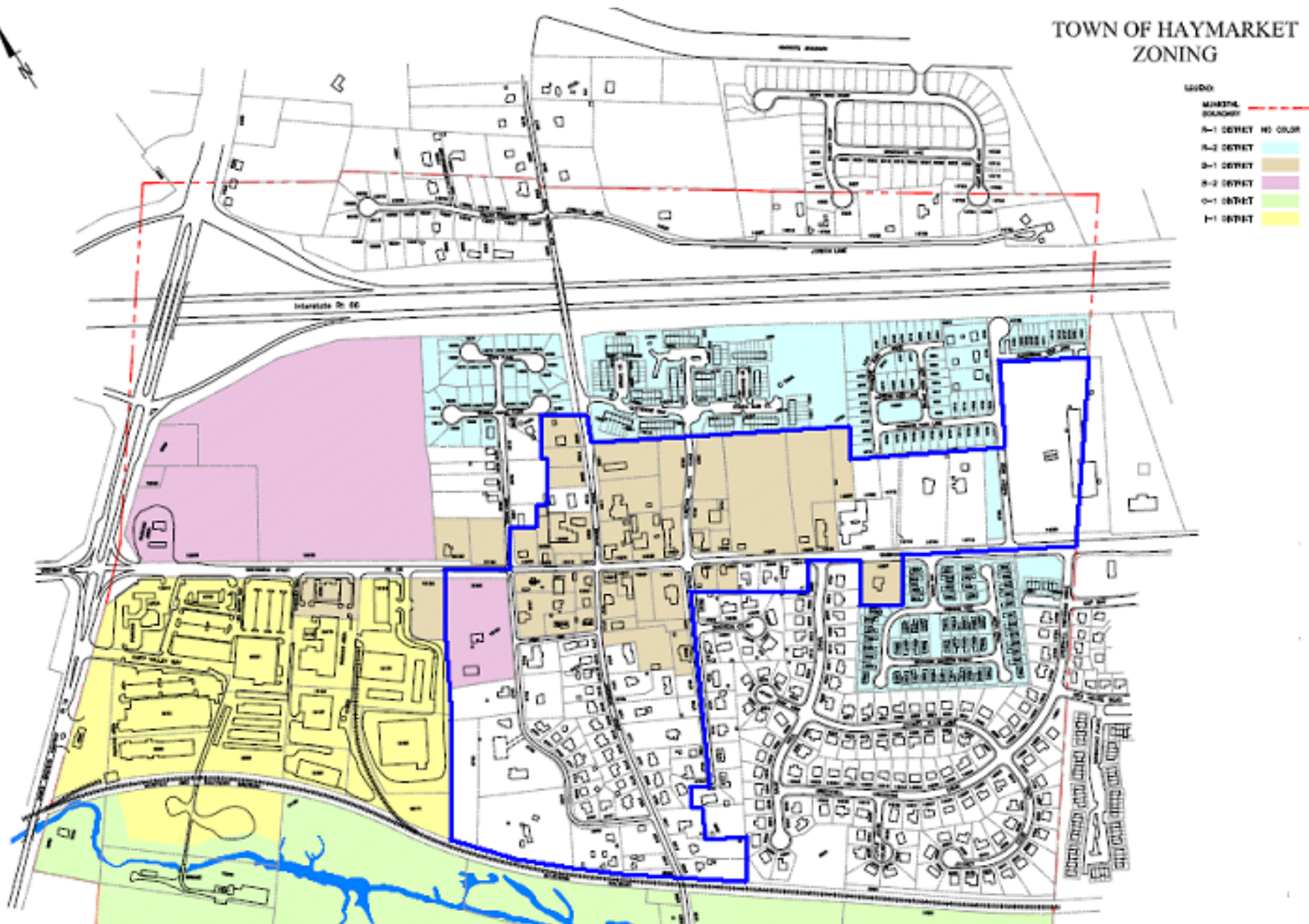
---

At the February 11, 2013 Planning Commission meeting, the members discussed revising the Historic Overlay district, in regards to the Town acquiring the Certified Local Government status. Attached is the proposed map that will go to the Town Council in March 2013.

**ATTACHMENTS:**

- Historic District Map for CLG (PDF)

# TOWN OF HAYMARKET ZONING



Attachment: Historic District Map for CLG (1338 : CLG - Historic Overlay Map)