



# TOWN OF HAYMARKET TOWN COUNCIL

## REGULAR MEETING ~ AGENDA ~

David Leake, Mayor  
<http://www.townofhaymarket.org/>

15000 Washington St  
Haymarket, VA 20169

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Monday, February 4, 2013

7:00 PM

Council Chambers

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### 1. Call to Order

### 2. Pledge of Allegiance

### 3. Public Hearing

- A. Request for Waiver/Exception to 58-185 Underground Utilities for 15020 Washington Street

### 4. Minutes Acceptance

- A. Mayor & Council - Regular Meeting - Dec 3, 2012 7:00 PM
- B. Mayor & Council - Work-Session - Jan 2, 2013 3:00 PM
- C. Mayor & Council - Work-Session - Jan 29, 2013 3:00 PM

### 5. Citizens' Time

### 6. Updates

- A. Master Plan Update - Master Plan Committee

### 7. Agenda Items

- A. Zoning Waiver/Exception Request
- B. FEMA - 4092-DR-VA Appointment of Agent Hurricane Sandy Jennifer Preli - Town Clerk
- C. Haymarket Baptist Church - Rezoning Application Marchant Schneider - Town Planner
- D. Lot Grading Plan 14830 Jordan Lane
- E. Zoning Permit Applications
- F. Fire Prevention Code Chapter 19 Lisa M. Baird, Town Attorney
- G. Town Manager Position Duties & Responsibilities
- H. Town Center Property - Old Post Office
- I. Parking - Town Center Property
- J. Employee Health Benefits - Retirees
- K. Certified Local Government

### 8. Appropriations

- A. Battlefield High School - Request of Proffer Funds

### 9. Department Reports

- A. Police Report - Deputy Chief Greg Breeden
- B. Town Engineer's Report - Holly Montague, PE
- C. Building Official's Report
- D. Museum Report
- E. Treasurer's Report

### 10. Citizens' Time II

### 11. Closed Session

- A. Enter into Closed Session
- B. Certification of the Closed Session

### 12. Councilmember Time

- A. Steve Aitken
- B. Rebecca Bare

C. Katherine Harnest  
D. Mary Lou Scarbrough  
E. Milt Kenworthy  
F. James Tobias  
G. David Leake

### **13. Adjournment**



# TOWN OF HAYMARKET TOWN COUNCIL

## REGULAR MEETING ~ MINUTES ~

David Leake, Mayor  
<http://www.townofhaymarket.org/>

15000 Washington St  
Haymarket, VA 20169

Monday, December 3, 2012

7:00 PM

Council Chambers

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

Mayor David Leake called the meeting to order.

### 1. Call to Order

Councilman Steve Aitken: Present, Councilwoman Rebecca Bare: Present, Councilwoman Katherine Harnest: Present, Councilwoman Mary-Lou Scarbrough: Present, Councilman Milt Kenworthy: Present, Vice Mayor Jay Tobias: Present, Mayor David Leake: Present.

### 2. Pledge of Allegiance

### 3. Minutes Acceptance

A. Mayor & Council - Regular Meeting - Oct 1, 2012 7:10 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Aitken, Councilman
<b>SECONDER:</b>	Katherine Harnest, Councilwoman
<b>AYES:</b>	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

B. Mayor & Council - Regular Meeting - Nov 13, 2012 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Katherine Harnest, Councilwoman
<b>SECONDER:</b>	Rebecca Bare, Councilwoman
<b>AYES:</b>	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

### 4. Citizen's Time

Suzanne Leake - Jockey Club Lane

"I feel that the response to the hurricane relief effort that was done by the broadband of communities, friends and neighbors is a disappointment to the position that you hold, the Town's people that you serve and to those that sacrificially step up and sacrificially serve others. This is specifically directed to Ms. Bare and to any other council member that may have supported the letter, rather than commending and praising the efforts of so many who coordinated and gave up their time and resources for this hurricane relief effort, you have only tried to condemn those efforts with negativity. The attitude that has been displayed regarding the hurricane relief efforts is a disgrace; trying to create negativity because you did not personally receive a phone call and did not know about the relief effort is nothing short of, let's say ridiculous. Not only did you write a letter complaining about this but you send a copy to the Gainesville Times. Now what possible reason would you have to do that? Of course, hoping to create some negativity over something so positive. Let me tell you that you have only succeeded in banding together a community. Relief efforts are about serving others, not about serving ourselves. As you know by now, this effort had nothing to do with you, the Town itself, Town resources, or Town personnel; we all wear many different hats at many different times, but we do not wear all hats all the time. The Mayor, through his employer and his employer's resources, coordinated this effort. This last minute expansive incredible effort and you should be standing side by side with the people you serve of this Town and surrounding communities praising all of those who came out and stepped up at the last minute and put this effort together. You should be proud that the Town has people and representatives who were willing to give up their time and their resources to unconditionally serve others. Although this was not a "Town effort" the

Minutes Acceptance: Minutes of Dec 3, 2012 7:00 PM (Minutes Acceptance)

Town has received a lot of credit for it. Sadly, this is simply one more item on the list of many which you and other council members continue to try and breed discord and play power struggles between the Town its elected officials and personnel. Serving is not about control and serving is not about power, it is simply about serving. If you cannot put your personal interest aside and step up simply to serve those who you were elected to serve, then I encourage you to step aside and let someone who can serve to step up and serve, because we the people of the Town deserve better. Thank you."

#### **Ken Luersen - Jefferson Street**

With the recent construction going on it has raised his concerns about bicycle safety and the intersection of Jefferson and Washington Streets. He has put together this packet to provide to the Council to call attention to the safety problems he thinks we have. The intersection is beginning to see more traffic as the area grows. He is concerned with the congestion of the turning vehicle; they appear to be using the bicycle lanes to go around standing traffic. He recommends that we install the construction pylons that we see diverting traffic. He recommends to permanently install flexible traffic posts.

#### **Heather Latigan - White Oak School**

Ms. Latigan represents White Oak School and early education facility that is interested in leasing 15026 Washington Street from the Town of Haymarket.

They are independently owned, the school would run September - June; Monday-Friday (50-80 kids) employ 18-24. The intention is to use the entire building and the playground lot behind it.

**Annie Jenks** - PTO President at Buckland Mills - they are interested in being considered for any funds that may be available from the Alexandra's Keep proffers

#### **Paula King** - Co President of Tyler PTO & Town resident-Little John Court

She is here this evening, along with other members of the Tyler PTO to present their proposal for the expenditure of the Alexandra's Keep Proffer funds that available for disbursement. She thanks the Town Council for their consideration.

Clerk reads aloud an email received from **Ms. Michelle Babecki - Gainesville, VA**

To Whom It May Concern:

I would like this to be read at the Haymarket Town meeting tonight, December 3, 2012.

My name is Michelle Babecki and I work at Haymarket Baptist Preschool and Kindergarten. Several weeks ago I was sitting in a meeting with Mrs. Suzzane Leake when she got information that her husband David Leake was going to be making a much needed trip up to New York. David's company had provided a generator that he had offered to take up to the people hit by the hurricane. Finding out that he was making this trip, many of us decided to get the word out and load his truck up with as much stuff as possible. We were fortunate that Mr. Leake, his two sons and several other generous people volunteered their time to drive all the things that we were able to get donated up to New York. When making my donations I was never under the belief that this was an act made by the "Town of Haymarket." This was put forth as a friends husband making a trip to help others. I wish that I had been able to make the trip with them in order to see the joy that all the collected items brought to those in need of them. I do not feel that Mr. Leake should be chastised for doing something so very right. He is a man that had an idea and acted on it. If only we all could be so spontaneously thoughtful.

A. Ken Luersen - Resident

## **5. Updates & Information**

A. Tree Dedication - Ed Milhous

Mr. Milhous was not able to attend tonight's meeting.

## **6. Agenda Items**

A. Policy on Council Rules of Procedure

**Motion to overrule the Mayoral Veto received by the Clerk and let it be resolved by the Town Council of the Town of Haymarket, in accordance with the Town Charter that the attached rules and procedures be adopted effective December 3, 2012**

Aitken comments that typically in a government organization that there are checks and balances. This appears to him to remove all mayoral power and puts it in the hands of the



Council. He doesn't believe that is something we should do. There should be some checks and balances and not have a mayor that is just a figure head.

Bare comments that the rules of procedure were on the November 6 work session agenda, the Mayor cancelled that work session meeting. The Town Attorney has reviewed the policy and as stated in the Council's last meeting the policy does follow our Charter and State code. This policy doesn't remove or limit powers of the Mayor, they were not mayoral powers according to our Charter in the first place. As to the last statement on the veto, she takes great offense to the accusatory nature. Bare comments that she went above and beyond and was in no way shape or form self serving. The purpose of this policy to make sure the Town Council operates in a professional manner. The fact that four council members were present at the September 26 work session and the Mayor refused to yield to Council's insistence that the work session be streamed and would not call the meeting to order. She forwarded the policy to all five other council members

Scarbrough would like to discuss and review, she will not vote in favor of this policy without having a work session on the matter.

Kenworthy is in favor of the policy

Tobias

Every council member was given ample time to review the policy. This matter was set for a work session agenda, and the Mayor cancelled that work session. It is certainly your right

Tobias notes that the 4-2 Vote is a super majority of Council and should not be discussed again

<b>RESULT:</b>	<b>ADOPTED [4 TO 2]</b>
<b>AYES:</b>	Rebecca Bare, Katherine Harnest, Milt Kenworthy, Jay Tobias
<b>NAYS:</b>	Steve Aitken, Mary-Lou Scarbrough

#### B. Welcome Signs

Harnest asks if anyone has any questions. Tobias asks if the ARB has done any cost analysis on the proposal.

Aitken likes the idea of trying to do this

Tobias asks if a cost analysis has been done. Chair Luersen responds that no, a cost analysis has not been done, they would like a clear direction from Council before any additional work is

#### C. Planning Commission Appointment

Action on this matter was deferred. The matter is to be discussed in the closed session.

Please see item 10 (C) for action on the appointment

#### D. Consideration of an Ordinance to Amend Section 30-8

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Tobias, Vice Mayor
<b>SECONDER:</b>	Steve Aitken, Councilman
<b>AYES:</b>	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

## 7. Appropriations

### A. Town Center Property - Appropriations

Minutes Acceptance: Minutes of Dec 3, 2012 7:00 PM (Minutes Acceptance)

**Approve the transfer of up to \$3,500 from the General Reserve to the Town Center Property Line item and authorize the expense of build out for the 2nd floor tenant improvements at Suites 204, 206 & 280**

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Katherine Harnest, Councilwoman  
**SECONDER:** Mary-Lou Scarbrough, Councilwoman  
**AYES:** Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

**B. Alexandra's Keep Proffer Funds**

**RESULT:** TABLED [UNANIMOUS]  
**MOVER:** Jay Tobias, Vice Mayor  
**SECONDER:** Rebecca Bare, Councilwoman  
**AYES:** Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

**C. Streetscape Appropriations**

We have spent \$55,000+ on the legal Services of Mr. Dively. Funds have been appropriated in the amount of \$62,500. No action necessary at this time.

**D. Motion to amend the agenda to add consideration of seasonal bonuses for employees**

**RESULT:** ADOPTED [5 TO 1]  
**MOVER:** Katherine Harnest, Councilwoman  
**SECONDER:** Mary-Lou Scarbrough, Councilwoman  
**AYES:** Aitken, Bare, Harnest, Scarbrough, Kenworthy  
**NAYS:** Jay Tobias

**E. Approve funding from the General Reserve line item not to exceed \$4,000 to be used for Christmas bonuses for the staff and distributed in a tiered fashion based on seniority as shown on the Council approved tiered sheet to be given to the Town Manager**

**RESULT:** ADOPTED [5 TO 1]  
**MOVER:** Katherine Harnest, Councilwoman  
**SECONDER:** Rebecca Bare, Councilwoman  
**AYES:** Aitken, Bare, Harnest, Scarbrough, Kenworthy  
**NAYS:** Jay Tobias

## 8. Department Reports

A. Museum Report - FrannMarie Jacinto

B. Police Report - Chief James E. Roop December 2012

C. Building Official's Report - James R. Lowery, Jr. December 3, 2012

Tobias asks about the ADA requirements for the sublet tenant, Upscale Consignments; its his understanding that the space already has occupancyn. Mr. Lowery responds that because of the new tenant 20% of the build out must be spent on ADA accessibility

Mr. Lowery comments that he will be having surgery on the 12th. He has inspectors line up to handle inspections.

D. Town Manager's Report - Gene Swearingen December 2012

E. Treasurer's Report

## 9. Citizens Time II

## 10. Closed Session

### A. Enter into closed session pursuant to 2.2-3711 A(1) Planning Commission Vacancy and A(3) prospective leases at Town owned property

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Aitken, Councilman
<b>SECONDER:</b>	Rebecca Bare, Councilwoman
<b>AYES:</b>	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias, Leake

### B. Certification that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Town of Haymarket

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Tobias, Vice Mayor
<b>SECONDER:</b>	Rebecca Bare, Councilwoman
<b>AYES:</b>	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias, Leake

### C. Appoint Christopher Johnson to the Planning Commission for the term ending June 30, 2014

Tobias asks that a thank you be sent to Mr. Dinan on behalf of the entire Council

<b>RESULT:</b>	<b>ADOPTED [4 TO 2]</b>
<b>MOVER:</b>	Jay Tobias, Vice Mayor
<b>SECONDER:</b>	Katherine Harnest, Councilwoman
<b>AYES:</b>	Rebecca Bare, Katherine Harnest, Milt Kenworthy, Jay Tobias
<b>NAYS:</b>	Steve Aitken, Mary-Lou Scarbrough

## 11. Councilmember Time

### A. Steve Aitken - PD Update

He did a ride along with two officers last month. He found it very informative.

### B. Rebecca Bare - PC Update

Bare discusses the Certified Local Government Program

The Program requires that the Town must have delineated boundaries of the historic district; which means Council needs to consider shrinking the current boundaries .

Bare would like to address a point from citizens' time. Agrees with your wife; it was beyond irreprehensible for someone to send a copy of her memo to a reporter. According to what she was told by the reporter, Mayor Leake took a picture of her memo sent it to the reporter and had an interview with him. The reporter then called her to get her comments. So she could not agree with Mrs. Leake more, anyone who would send that to a reporter should step down.

### C. Katherine Harnest-ARB Update

No Comments at this time

### D. Mary Lou Scarbrough

Scarbrough would like the town to look into a recycling program. She asks the Town Clerk to check into the program for the citizens of the Town.

### E. Milt Kenworthy

Kenworthy comments on the Hurricane Sandy storm; he commends the police department and notes that they did a dynamite job. He could not have gotten home had they not come and cut the tree up. They were busy all night long.

### F. James Tobias

Tobias requests Aitken to check with the Chief and provide a report back to council at the next meeting where the police department stands on the Department's Accreditation Application.  
G. David Leake

## 12. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Mary-Lou Scarbrough, Councilwoman
<b>SECONDER:</b>	Rebecca Bare, Councilwoman
<b>AYES:</b>	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

Submitted:

Approved:

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 Jennifer Preli, Town Clerk

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 David Leake

Minutes Acceptance: Minutes of Dec 3, 2012 7:00 PM (Minutes Acceptance)



# TOWN OF HAYMARKET TOWN COUNCIL

## WORK-SESSION ~ MINUTES ~

David Leake, Mayor  
<http://www.townofhaymarket.org/>

15000 Washington St  
Haymarket, VA 20169

Wednesday, January 2, 2013

3:00 PM

Council Chambers

A Work-Session of the Mayor & Council of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 3:03 PM

Mayor David Leake called the meeting to order.

### 1. Call to Order

Councilman Steve Aitken: Present, Councilwoman Rebecca Bare: Absent, Councilwoman Katherine Harnest: Absent, Councilwoman Mary-Lou Scarbrough: Absent, Councilman Milt Kenworthy: Absent, Vice Mayor Jay Tobias: Present, Mayor David Leake: Present.

### 2. Agenda Items

A. January 7, 2012 Draft Town Council Agenda

### 3. Closed Session

### 4. Councilmember Time

- A. Steve Aitken
- B. Rebecca Bare
- C. Katherine Harnest
- D. Mary Lou Scarbrough
- E. Milt Kenworthy
- F. James Tobias
- G. David Leake

### 5. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Jay Tobias, Vice Mayor
<b>SECONDER:</b>	Steve Aitken, Councilman
<b>AYES:</b>	Steve Aitken, Jay Tobias
<b>ABSENT:</b>	Rebecca Bare, Katherine Harnest, Mary-Lou Scarbrough, Milt Kenworthy

An adjourned work session of the Haymarket Town Council was held on January 2, 2013 to review the agenda of the regularly scheduled meeting of January 7, 2013

Submitted:

Approved:

\_\_\_\_\_  
Jennifer Preli, Town Clerk

\_\_\_\_\_  
David Leake, Mayor



# TOWN OF HAYMARKET TOWN COUNCIL

## WORK-SESSION ~ MINUTES ~

David Leake, Mayor  
<http://www.townofhaymarket.org/>

15000 Washington St  
 Haymarket, VA 20169

Tuesday, January 29, 2013

3:00 PM

Council Chambers

A Work-Session of the Mayor & Council of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 3:00 PM

Mayor David Leake called the meeting to order.

### 1. Call to Order

Councilman Steve Aitken: Present, Councilwoman Rebecca Bare: Present, Councilwoman Katherine Harnest: Absent, Councilwoman Mary-Lou Scarbrough: Late (3:05 PM), Councilman Milt Kenworthy: Absent, Vice Mayor Jay Tobias: Present, Mayor David Leake: Present.

### 2. Agenda Items

A. February 4, 2013 Town Council Meeting

### 3. Councilmember Time

- A. Steve Aitken
- B. Rebecca Bare
- C. Katherine Harnest
- D. Mary Lou Scarbrough
- E. Milt Kenworthy
- F. James Tobias
- G. David Leake

### 4. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Rebecca Bare, Councilwoman
<b>SECONDER:</b>	Mary-Lou Scarbrough, Councilwoman
<b>AYES:</b>	Steve Aitken, Rebecca Bare, Mary-Lou Scarbrough, Jay Tobias
<b>ABSENT:</b>	Katherine Harnest, Milt Kenworthy

An adjourned work session of the Haymarket Town Council was held on January 29, 2013 to review the agenda of the regularly scheduled meeting of February 4, 2013

Submitted:

Approved:

\_\_\_\_\_  
 Jennifer Preli, Town Clerk

\_\_\_\_\_  
 David Leake, Mayor

Minutes Acceptance: Minutes of Jan 29, 2013 3:00 PM (Minutes Acceptance)



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TO: Town of Haymarket Town Council  
SUBJECT: Master Plan Update  
DATE: 02/04/13

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**ATTACHMENTS:**

- 1-22-13 Haymarket One-Way Concept A (PDF)
- 1-22-13 Haymarket One-Way Concept B (PDF)
- 1-22-13 Haymarket Two-Way Concept (PDF)





### Tabulations

#### Parking:

Existing: 61 Spaces  
Proposed: 59 Spaces

#### Impervious Area:

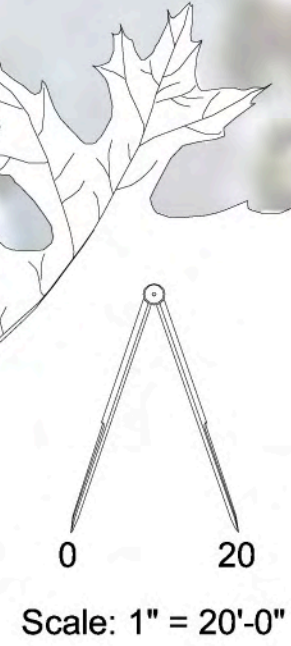
Existing: 48,960 s.f.  
Proposed: 29,800 s.f.  
(Reduction 39%)

### Legend

- Low Impact Development Area
- Rainwater Harvest
- Canopy Tree
- Ornamental Tree
- Shrub
- Existing Structure
- Sidewalk / Trail
- Permeable Pavement

Town of Haymarket  
**Haymarket Town Hall**  
Haymarket, Virginia

Date: January 2013  
*One-Way Conceptual Plan - Option A*











## Tabulations

### Parking:

Existing:	61 Spaces
Proposed:	62 Spaces
	14 Overflow
	48 Asphalt

### Impervious Area:

Existing:	48,960 s.f.
Proposed:	35,250 s.f.
	(Reduction 28%)

- Low Impact Development Area
- Rainwater Harvest
- Canopy Tree
- Ornamental Tree
- Shrub
- Existing Structure
- Sidewalk / Trail
- Permeable Pavement






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TO: Town of Haymarket Town Council  
 SUBJECT: Zoning Waiver/Exception Request  
 DATE: 02/04/13

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**Request for Exception/Waiver  
 Zoning Code Section 58-185. Underground Utilities  
 Haymarket Town Center  
 Haymarket, VA 20169**

**Owner/Applicant:** Town of Haymarket, VA  
**Property:** 15020 Washington Street  
 Haymarket, VA 20169

**Request for Exception/Waiver**

The property described above is a two-story building being renovated for use as a commercial establishment under the requirements of the B-1 Zoning District. This request is for an exception to, or waiver of, the requirement to install underground utility connections to the building. The reason for this request is the difficult topographical conditions which will require the removal of trees and shrubbery along the western border of the property and the cutting and replacement of approximately 20 to 30 feet of asphalt pavement. The overhead utility connections will be approximately 16 feet above grade and approximately 40 feet in length from the existing power pole to the corner of the building. This location is identical to the previous location of the utility connection to the building until it was removed in April, 2012. The connection extends over a paved driveway and will be obscured from view by trees on the western edge of the property and the building itself to the east.

**The Project**

The Town of Haymarket is renovating the building, "The Old Post Office", which is an historic landmark located in the heart of downtown Haymarket. Once renovated, the building will provide retail space fronting Washington Street. The building is served by public water and sewer and does not have a connection to natural gas. The location has adequate access and parking as part of the Haymarket "Town Center Property". The driveway over which the utility connection will extend is expected to be closed to automobile traffic to allow walking access to the entrance on the western side of the building.

**Minimal Environmental Impact**

The overhead utility connections will be inconspicuous and will not impact the view of the property from Washington Street or from any other location on the Town Center Property. The connections will not impact storm water or other environmental standards. All other requirements of the B-1 Zoning District will be met by the building. An exception/waiver of the Town of Haymarket Code Section 58-185 Underground Utilities is hereby requested.

**Recommendation**

It is recommended that the Town Council adopt the following:

Due to public necessity, convenience, general welfare or good zoning practice, I move that the Town Council of the Town of Haymarket approve the request for Waiver/Exception to the Town Zoning Ordinance Section 58-185 and allow the Town to install an above ground electrical connection to 15020 Washington Street, Old Post Office Building.



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TO: Town of Haymarket Town Council  
SUBJECT: FEMA - 4092-DR-VA Appointment of Agent  
DATE: 02/04/13

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On November 26, 2012 FEMA was cleared to offer public assistance to Prince William County, among several other counties and cities in Virginia, for the period of October 26 - November 8 as a result of damages incurred from Hurricane Sandy. The Town has suffered damages from Sandy and the staff has prepared the initial paperwork to receive assistance from the Federal Government, with the assistance of the Virginia Department of Emergency Management (VDEM). FEMA & VDEM are requesting a formal resolution from the Town Council appointing a staff member as the authorized agent to act on behalf of the Town.

It is recommended that the Town Council appoint the Town Clerk, Jennifer Preli as the authorized agent to act on behalf of the Town with regard to FEMA-4092-DR-VA Request for Public Assistance

**ATTACHMENTS:**

- RES 20130204-1 Appoint Agent for FEMA (PDF)

## A RESOLUTION TO DESIGNATE AN AGENT AS REQUIRED FOR PUBLIC ASSISTANCE PURPOSES

WHEREAS, on November 19, 2012 Governor Robert F. McDonnell requested Federal Disaster Assistance in the wake of Hurricane Sandy; and

WHEREAS, on November 26, 2012 President Barack Obama approved Governor Robert F. McDonnell's request for Federal Disaster Assistance to aid State and Local Governments with recovery costs from Hurricane Sandy; and

WHEREAS, Prince William County was among 26 Counties and 3 Independent Cities included in that declaration for Virginia; and

WHEREAS, the Town Council of the Town of Haymarket does hereby find that due to the impact of Hurricane Sandy, The Town faced damages which necessitated the Town Clerk, Jennifer Preli, to file a Request for Public Assistance through the Virginia Department of Emergency Management for a grant #FEMA-4092-DR-VA

WHEREAS, in order to apply for assistance from FEMA, FEMA requires the Haymarket Town Council to designate an Agent to make application for such assistance;

NOW, THEREFORE, BE IT RESOLVED by the Haymarket Town Council this 4<sup>th</sup> day of February 2013, that Jennifer Preli, Town Clerk, is hereby designated as the Town of Haymarket's agent for the purposes of seeking public assistance, including but not limited to any assistance which may be available from or through FEMA; and

BE IT FURTHER RESOLVED by the Haymarket Town Council that Jennifer Preli, Town Clerk, is hereby directed to seek whatever assistance may be available from Federal and State sources for costs associated with this declaration.

Done this 4<sup>th</sup> Day of February 2013, Resolution #20130204-1

By:

\_\_\_\_\_  
David Leake, Mayor

ATTEST:

\_\_\_\_\_  
Jennifer Preli, Town Clerk

Motion By:

Seconded By:

Ayes:

Nays:

Absent:

Abstain:

Attachment: RES 20130204-1 Appoint Agent for FEMA (1282 : FEMA - 4092-DR-VA Appointment of Agent)




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TO: Town of Haymarket Town Council

SUBJECT: Haymarket Baptist Church - Rezoning Application

DATE: 02/04/13

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Jessica Sacksteder, on behalf of the Trustees of Haymarket Baptist Church, has submitted a Zoning Map Amendment Application to rezone approximately 0.69 acres from the B-1 Zoning District to the R-1 zoning district. Pursuant to Section 58-425 of the Zoning Ordinance, it is recommended that the Town Council forward the application to the Planning Commission for consideration.

#### BACKGROUND

The Applicant has submitted an application to amend the Zoning Map associated with Chapter 58 of the Town's Codified Ordinance (Zoning Ordinance) in order to rezone 0.69 acres from the B-1 Zoning District to the R-1 Zoning District. The application is being co-processed with the Haymarket Baptist Church - Building Addition and Parking Expansion Final Site Plan. The church complex currently consists of three parcels, two of which are zoned R-1 and the third zoned B-1. Consolidation of the three parcels is proposed in conjunction with the approval of the final site plan. The resulting lot would be "split-zoned" and problematic to develop due to minimum buffer restrictions between R-1 and B-1 zoning districts (25 feet). The rezoning would unify the church complex under one zoning district designation and resolve the buffer requirement.

Section 58-425 of the Zoning Ordinance states proposed changes in classifications of property shall be referred to the Planning Commission for its recommendation.

#### RECOMMENDATION

It is recommended that the Town Council adopt a resolution of intent to amend the Zoning Map of the Town of Haymarket and to forward the resolution to the Planning Commission for consideration pursuant to Section 58-425 of the Haymarket Town Code and the Code of Virginia, 15.2-2285, as amended. A draft resolution will be forwarded to the Town Council prior to the Town Council meeting on February 4, 2013. The resolution will direct the Planning Commission to consider such amendments and forward their recommendation to the Town Council.

#### DRAFT MOTION(S)

1. I move that the Town Council adopt the attached Resolution of Intent to Amend the Zoning Map of the Town of Haymarket

Or,

2. I move that the Town Council take no action regarding \_\_\_\_\_.

Or,

3. I move an alternate motion.

#### ATTACHMENTS:

- APP REZONING RQST - HAYMARKET BAPTIST (PDF)



WALSH COLUCCI  
LUBELEY EMRICH  
& WALSH PC

RECEIVED

NOV - 6 2012

TOWN OF HAYMARKE

Jessica L. Sacksteder  
Planner  
(703) 680-4664 Ext. 5119  
jsacksteder@pw.thelandlawyers.com

November 6, 2012

Via Courier

Jennifer Preli, Town Clerk  
15000 Washington Street  
Suite 100  
Haymarket, VA 20168

Re: Haymarket Baptist Church - Rezoning Application

Dear Ms. Preli:

On behalf of the Applicant, Trustees of Haymarket Baptist Church, enclosed please find the following items constituting a rezoning application from B-1, Town Center District, to R-1, Residential District, at 14820 Washington Street, which is north of the existing Haymarket Baptist Church building.

1. One (1) original and one(1) copy of the Amendment of Zoning Map Application Form, which has been signed by all five (5) trustees of the church;
2. A check in the amount of \$4,000.00 constituting the rezoning review fee;
3. Two (2) copies of the Justification for Rezoning dated August 9, 2012; and
4. Six (6) full sized copies and two (2) 8.5x11 copies of the plan entitled "Rezoning Plat – The Property of Trustees of Haymarket Baptist Church," prepared by Ross, France & Ratliff, Ltd., dated August 23, 2012.

After you have had an opportunity to review the application together with the supporting documents, please contact Mike Coughlin or me if any additional information is required for acceptance. I appreciate your assistance in this regard.

Very truly yours,

WALSH, COLUCCI, LUBELEY,  
EMRICH & WALSH, P.C.

*Jessica L. Sacksteder*

Jessica L. Sacksteder, Planner

JLS

Enclosures

cc: Otelia Frazier(w/encl)  
Mike Massey  
Michael Coughlin, Esq.

P0302450.DOCX





- Check Appropriate Item(s):  
☒ Amendment to Zoning Map  
☐ Zoning Text Amendment

## Office Use Only

Date Received: 11-6-2012  
 Application Number: REZ 20121106  
 Fees Received: \$4,000 -

**Part 1** – to be completed by **ALL** applicants

**1-A Identification of Property** – For zoning text amendments, this is the property in which the applicant has an interest, which will be affected by the text change. For zoning map amendments, it is the land, which is covered by the application.

- 1) Number and Street: 14820 Washington Street
- 2) Present Zoning: B-1 3) Acres: approximately .6998
- 4) Legal Description of Property (Omit for zoning text amendment) – Attach if necessary.  
The property is located to the north (behind) the existing Haymarket Baptist Church Building.

**1-B Property** – (Omit for zoning text amendments)

- 1) The deed restrictions, covenants, trust indentures, etc. on said property are as follows (or copy attached); if NONE, so state: None that we are aware of.
- 2) a) Has this property or any part thereof ever been considered for Variance, Special Use, Appeal of Administrative Decision or Amendment to the Zoning District Map before?  
☐ YES ☒ NO  
 b) Date: \_\_\_\_\_ c) Former Application No. \_\_\_\_\_  
 d) What was the disposition of the case? \_\_\_\_\_  
 e) Former Applicant Name: \_\_\_\_\_  
 Former Address: \_\_\_\_\_  
 Former Phone: \_\_\_\_\_

**1-C Identification of Applicant** – All applicants must have standing (an interest in property that will be directly affected by requested action)

- 1) Applicant Information:  
 Name: Trustee of Haymarket Baptist Church  
 Address: P.O. Box 182, Haymarket, Virginia 20168  
 Phone Number: \_\_\_\_\_
- 2) Agent Information (if any):  
 Name: Michael Coughlin/Jessica Sacksteder (Walsh, Colucci, Lubeley, Emrich & Walsh, P.C.)  
 Address: 4310 Prince William Parkway, Suite 300, Prince William, Virginia 22192  
 Phone Number: (703)680-4664

- 3) Owners of all property included in this application (omit for zoning text change):  
*Name:* Trustees of Haymarket Baptist Church \_\_\_\_\_  
*Address:* See above. \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_
- 4) If applicant is a Land Trust or Partnership or if the subject property is owned or controlled by a Land Trust or Partnership, List name and interest of **ALL** Land Trust Beneficiaries or Partners and attach evidence that the person submitting the application on behalf of the Land Trust or Partnership is authorized to do so.  
*Trustee/Partner Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_ *Interest:* \_\_\_\_\_  
  
*Beneficiary/Partner Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_ *Interest:* \_\_\_\_\_  
  
*Beneficiary/Partner Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_ *Interest:* \_\_\_\_\_
- 5) Does the applicant have a proprietary interest in the land or land improvements? ☒ YES ☐ NO (In the case of a zoning text amendment, this means at least one parcel of land is subject to the text change)  
If YES, state interest and attach documentation: Attached please find the deed  
conveying the property to the Trustees of Haymarket Baptist Church.  
If NO, state what interest otherwise qualifies the applicant to apply: \_\_\_\_\_
- 6) Names of the owners of improvement(s) on the property in this application if different from above: (Omit for zoning text amendment)  
*Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_  
*Name:* \_\_\_\_\_  
*Address:* \_\_\_\_\_  
*Phone Number:* \_\_\_\_\_
- 7) If the applicant is a corporation, attach the evidence that the person submitting the application on behalf of the corporation is authorized to do so.

**Part 2** – Complete **ONLY** portion(s) pertaining to your case. (as checked at top of Page 1)**2-A Rezoning** – (Amendment to the zoning district map) – Applications for Amendments to the Zoning District Map are heard by the Planning Commission which makes a positive or negative recommendation to the Town Council. Only the Town Council has authority to grant or deny amendments to the Zoning District Map.

- 1) a) Existing Zoning: B-1 b) Proposed Zoning: R-1  
c) Existing Use: Church and related facilities  
d) Proposed Use: Church and related facilities
- 2) a) The following are submitted with this application:  
☐ Preliminary Site Plan ☐ Rendering or Perspective ☒ Other  
b) Are there any land use intensity (LUI) requirements? ☐ YES ☒ NO  
c) Attach brief justifying this request. This brief should include an analysis of how the rezoning application is supportive or not supportive of relevant goals, objectives, policies or programs in the Comprehensive Plan. (Staff will assist.)

**2-B Zoning Text Amendment** – Applications for amendments to the zoning text are heard by the Planning Commission, which makes a recommendation to the Town Council. Only the Town Council has the authority to change the zoning text, which is done by passing an amendment to the Town Code.

- 1) What section(s) of the Town Code is proposed to be amended? \_\_\_\_\_
- 2) What is the nature of the proposed change? \_\_\_\_\_
- 3) Attach the exact language suggested by the application to be added, deleted, or changed in the Town Code.
- 4) Attach a written statement which justifies the proposed change. The statement should also identify potential positive and negative impacts (if any) of the proposed change to the applicant's property, nearby properties, and the entire community if the application is approved or if it is denied.

**Part 3** – To be completed by ALL applicants

**AFFIDAVIT** – This part of the application must be notarized. Do not sign until in the presence of a Notary Public.

- 1) To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:
  - a) Signature of **applicant**: Tommy Roberson  
Trustee, Haymarket Baptist Church
  - b) Signature of **agent** (if any): \_\_\_\_\_
  - c) Date: August 22, 2012 Notary Seal
- 2) a) Signed and sworn before me this: August 29, 2012  
b) Signature of **Notary**: Julia Ann White  
# 7303248

Application for Zoning Map Amendment & Zoning Text Amendment  
Page 3 of 7

City/County of Prince William Co  
Commonwealth/State of Virginia  
Sworn to and subscribed before me this 29  
day of August, 20 12  
Witness my hand and official seal.  
Julia Ann White Notary Public  
Exp. October 31, 2013



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c) Existing Use: Church and related facilities  
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- 1) To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:

a) Signature of **applicant**: W E Swartz, Trustee  
Haymarket Baptist Church

b) Signature of **agent** (if any): \_\_\_\_\_

c) Date: August 22, 2012 Notary Seal

- 2) a) Signed and sworn before me this: September 18, 2012

b) Signature of **Notary**: Julia Ann White  
# 7303248

Application for Zoning Map Amendment & Zoning Text Amendment  
Page 3 of 7

City/County of Prince William  
Commonwealth/State of Virginia  
Sworn to and subscribed before me this  
day of September, 2012  
Witness my hand and official seal  
Julia Ann White Notary Public  
Exp. October 3, 2013

Attachment: APP REZONING RQST - HAYMARKET BAPTIST (1291 : Haymarket Baptist Church - Rezoning Application)

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- 1) To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:

\* a) Signature of **applicant**: Thomas Fenwick

b) Signature of **agent** (if any): \_\_\_\_\_

c) Date: 8/22/2012

Notary Seal

- 2) a) Signed and sworn before me this: 4 September 2012

b) Signature of **Notary**: Julia Ann White

Exp. Oct 31, 2030

City/County of Prince William  
Commonwealth of Virginia

Sworn to and subscribed before me this  
day of September, 20 12

Witness my hand and official seal  
Julia Ann White  
#730-3248



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- 1) To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:

a) Signature of **applicant**: Joan Duckettb) Signature of **agent** (if any): \_\_\_\_\_c) Date: 8/22/2012

Notary Seal

- 2) a) Signed and sworn before me this: 4 September 2012

b) Signature of **Notary**: Julia Ann Whitney

# 7303248  
 Expires October 31, 2012  
 Application for Zoning Map Amendment & Zoning Text Amendment  
 Page 3 of 7

City/County of Prince William  
 Commonwealth of Virginia  
 Sworn to and subscribed before me  
 day of September, 20 12  
 Witness my hand and official seal.  
Julia Ann Whitney Notary

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- 1) To the best of my knowledge, I hereby affirm that all information in this application and any attached material and documents are true:
  - a) Signature of **applicant**: Jean Farrell, Trustee  
Haymarket Baptist Church
  - b) Signature of **agent** (if any): \_\_\_\_\_
  - c) Date: 8/22/2012 Notary Seal
- 2) a) Signed and sworn before me this: August 30, 2012  
b) Signature of **Notary**: Julia Ann Whitney  
Exp. October 31, 2013

Application for Zoning Map Amendment & Zoning Text Amendment  
Page 3 of 7

City/County of Prince William  
Commonwealth/State of Virginia  
Sworn to and subscribed before me this  
day of August, 2012  
Witness my hand and official seal.  
Julia Ann Whitney Notary Pu  
# 7 30 3248

Attachment: APP REZONING RQST - HAYMARKET BAPTIST (1291 : Haymarket Baptist Church - Rezoning Application)

## **JUSTIFICATION FOR REZONING HAYMARKET BAPTIST CHURCH**

Record Owner: Trustees of Haymarket Baptist Church ("Applicant")  
Prince William County GPIN 7397-09-2472 ("Property")  
(Approximately 0.6998 acres)  
August 9, 2012

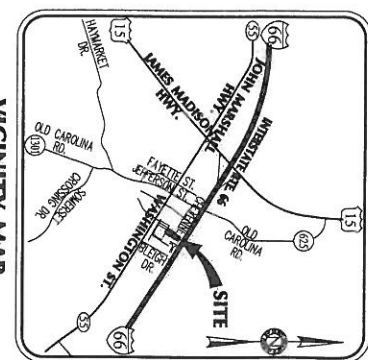
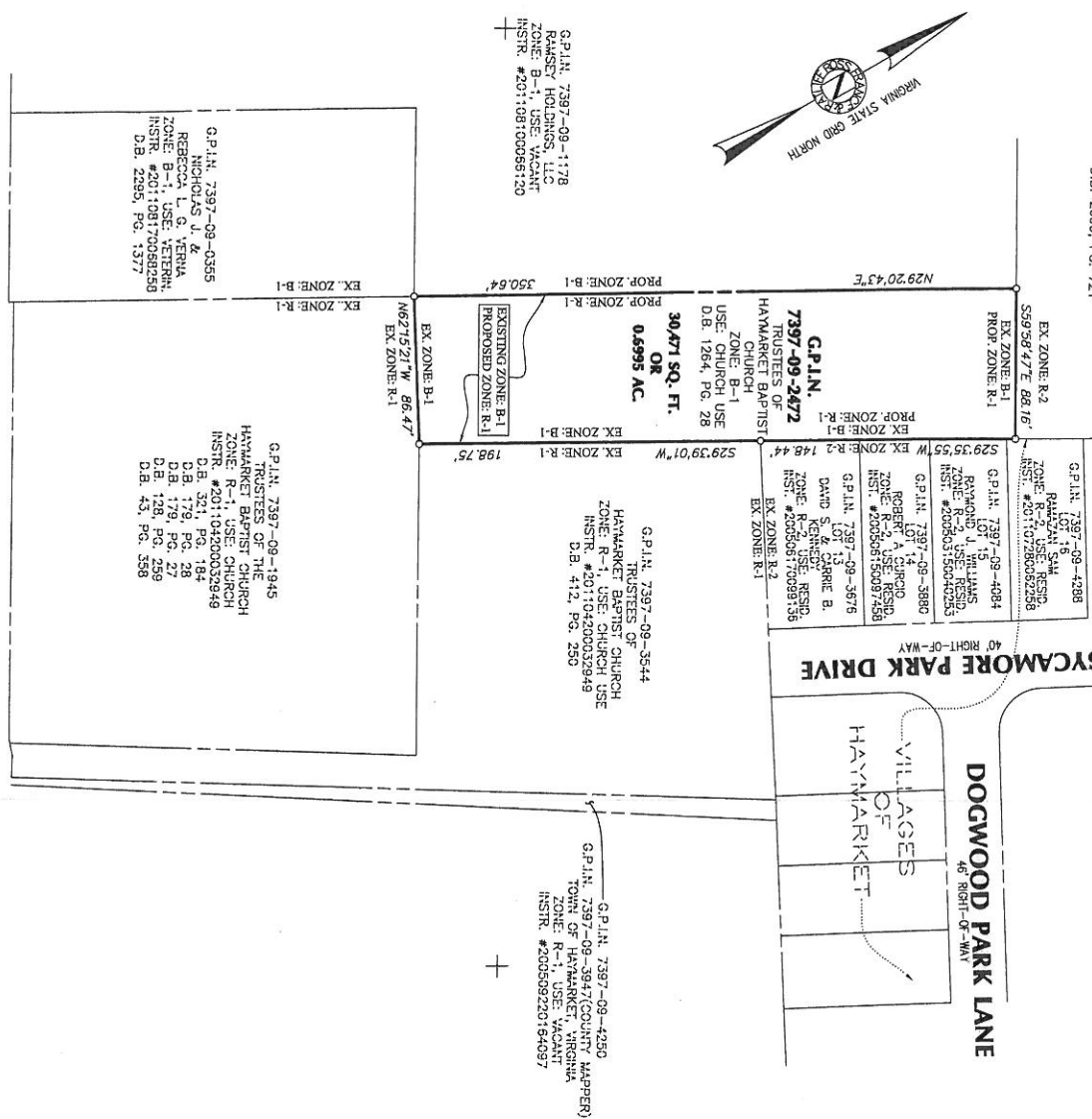
The Property subject to this rezoning application consists of GPIN 7397-09-2472, having an area of approximately 0.6998 acres, as shown on the rezoning plat submitted with this application. The Property is located at 14820 Washington Street, to the north of the existing Haymarket Baptist Church building.

The Property is zoned B-1, Town Center District. The Applicant is requesting a rezoning to R-1, Residential District. A church with associated facilities is permitted in the R-1 district by-right. The other parcels associated with the church are all zoned R-1.

A preliminary site plan was approved by the Town Council on February 19, 2008 for an addition to the sanctuary and related church facilities. Sec. 58-179 (b) of the Town Zoning Ordinance states that between commercial and residential properties "there shall be a landscaped buffer of not less than 25 feet at any property line adjoining residential uses." The Applicant is requesting this rezoning because a church is permitted by-right in R-1 and most of the church is also zoned R-1. With this rezoning, a 25 foot buffer between residential and commercial uses will not be required.

In summary, the Applicant is requesting this rezoning to consistently zone the church to R-1 and address the buffer.






LEGEND	
AC	ACRE(S)
D.B.	DEED BOOK
EX	EXISTS
G.L.N.	GEOLATHTIC PARCEL
INST. #	IDENTIFICATION NUMBER
HP	HOPE NUMBER
IPS	IRON PIPE FOUND
Rg	IRON PIPE SET
PAGE	PAGE
P.O.B. POINT OF BEGINNING	P.O.B. POINT OF BEGINNING
SQ. FT.	SQUARE FEET

1. MEETS AND BOUNDS SHOWN HEREON ARE THE RESULT OF A CURRENT FIELD SURVEY AND NEEDS A PLAT OF RECORD.
2. THE PARCEL WILLIAM COUNTY GEOGRAPHIC PARCEL IDENTIFICATION NUMBER (GPI#) AND ADDRESS FOR THE PROPERTIES SHOWN HEREON ARE AS GPI#N. 7597-09-2472 / ZONE: B-1 / 14620 WASHINGTON STREET
3. THE PROPERTY SHOWN HEREON WAS ACQUIRED BY TRUSTEES OF WILLIAM COUNTY HISTORIC SOCIETY AND IS DEED BOOK 1764, PAGE 28 OF THE PUBLIC RECORDS OF FRANKLIN COUNTY, VIRGINIA.
4. THE PROPOSED REZONING IS BY THE EXISTENCY OF THE SUBJECT PARCEL AND NOT BY MEETS AND BOUNDS OR AREA, ALL OF WHICH ARE SUBJECT TO ANY ADJUDICATION BY THE COURT AND NOT BE A BASIS FOR A CURRENT FIELD SURVEY BOUNDARY SURVEY.



DATE	BY	REVISION



## *Ross, France & Ratliff, Ltd.*

CIVIL ENGINEERING - LAND SURVEYING  
8802 SUDLEY ROAD  
MANASSAS, VIRGINIA 20110  
(703) 361-4188    FAX (703) 361-6353

SHEET 1 OF 1  
FILE NO. MISC# 734

REZONING PLAT  
THE PROPERTY OF  
**TRUSTEES OF HAYMARKET BAPTIST CHURCH**  
TOWN OF HAYMARKET, VIRGINIA  
PRINCE WILLIAM COUNTY VIRGINIA

CHK:	JWL
DWN:	MSL



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TO: Town of Haymarket Town Council

SUBJECT: Lot Grading Plan

DATE: 02/04/13

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TO: Town of Haymarket Town Council

SUBJECT: Zoning Permit Applications

DATE: 02/04/13

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It is recommended that the Town Council approve the zoning permit applications for the following businesses:

14830 Jordan Lane - Single Family Home. Permit Number ZP20120815

6611 Jefferson Street, Suite 303B - General Business Office. Permit Number ZP20130109

The form of the motion would be:

1. I move that the Town Council approve Zoning Permit #20120815 for a Single Family Home use to be located at 14830 Jordan Lane, in accordance with Section 58-52 (1) of the Town Code.

I further move that the Town Council approve Zoning Permit #20130109 for a general business office to be located at 6611 Jefferson Street, Suite 303B, in accordance with Section 58-177(9) of the Town Code.

OR,

2. I move an alternate motion.

**ATTACHMENTS:**

- 14830 Jordan Lane - New Home (PDF)
- ZP 20130109 - Life In Balance Counseling Ctr - 6611 Jefferson #303B (PDF)

AUG 15 2012

TOWN OF HAYMARKET



ZONING PERMIT #: ZP20120815

*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:** The Drees Company

**PROPOSED USE:** New Construction Size (Sq. Ft./Length) of Construction: 3,534 sq. ft.

**SITE ADDRESS:** 14830 Jordan Lane Parcel ID #: 1A1

Subdivision Name: Piedmont Mews Lot Size: 31,130 sq. ft.

**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: 0 Spaces Provided: 0

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

New Home construction, McClaren A, Walkout Foundation, Sunroom, Lower Level  
Rec Room with full bath

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.)

Stone/Siding Exterior, Black Shingle Roof, Black Panel Shutters,  
Black Entrance Door

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

PERMIT HOLDER INFORMATION		PROPERTY OWNER INFORMATION	
<u>The Drees Company</u>		<u>The Drees Company</u>	
Name		Name	
<u>9817 Godwin Drive Suite 201</u>		<u>9817 Godwin Drive Suite 201</u>	
Address		Address	
<u>Manassas, VA 20110</u>		<u>Manassas, VA 20110</u>	
City	State Zip	City	State Zip
<u>703-257-3737</u>		<u>703-257-3737</u>	
Phone#	Email	Phone#	Email



## APPLICANT / PROPERTY OWNER SIGNATURE

\*\*\*\*\*REQUIRED\*\*\*\*\*

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

[Signature]  
Applicant Signature

[Signature]  
Property Owner Signature

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

ZONING PERMIT #: ZP20120815

Date Filed: 8-15-12 Fee Amount: 50.00 Date Paid: \_\_\_\_\_

DATE TO ARCHITECTURAL REVIEW BOARD (ARB): 10-17-12

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

ARCHITECTURAL REVIEW BOARD CHAIR:

[Signature]  
SIGNATURE

Kenneth M. Luersen  
PRINT

CONDITIONS:

No Conditions

DATE TO PLANNING COMMISSION: 10-15-12

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: \_\_\_\_\_ ☒ DEFERRED UNTIL: 11/19/12

PLANNING COMMISSION {where required):

SIGNATURE

PRINT

CONDITIONS:

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

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

TOWN COUNCIL {where required):

SIGNATURE

PRINT

CONDITIONS:

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
COMMONWEALTH OF VIRGINIA

EXPIRES ON  
08-31-2013

9960 Mayland Dr., Suite 400, Richmond, VA 23233  
Telephone: (804) 367-8500

NUMBER  
2701 035032A

BOARD FOR CONTRACTORS  
CLASS A CONTRACTORS LICENSE

RALPH A DREES  
THE DREES COMPANY  
9817 GODWIN DR SUITE 201

MANASSAS VA 20110



*Gordon N. Dixon*  
Gordon N. Dixon, Director

\*CLASSIFICATIONS\* BLD

ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(SEE REVERSE SIDE FOR NAME AND/OR ADDRESS CHANGE)

(POCKET CARD)

COMMONWEALTH OF VIRGINIA

BOARD FOR CONTRACTORS - CLASS A  
CONTRACTOR LICENSE - CLASSIFICATIONS: BLD

NUMBER: 2701 035032A EXPIRES: 08-31-2013

RALPH A DREES  
THE DREES COMPANY  
9817 GODWIN DR SUITE 201



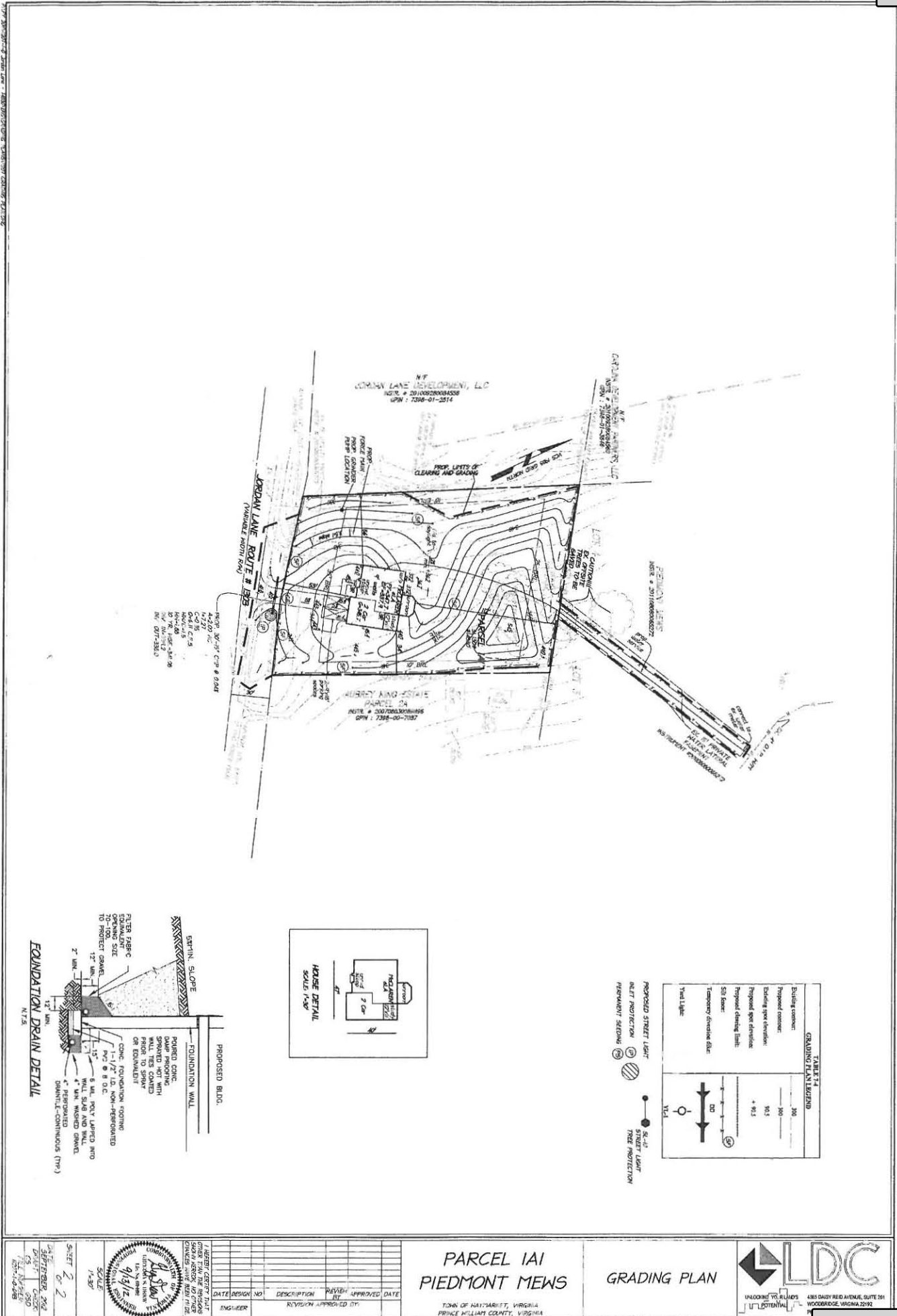
MANASSAS VA 20110

ALTERATION OF THIS DOCUMENT, USE AFTER EXPIRATION, OR USE BY PERSONS OR FIRMS OTHER THAN THOSE NAMED MAY RESULT IN CRIMINAL PROSECUTION UNDER THE CODE OF VIRGINIA.

(DETACH HERE)

DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION  
9960 Mayland Dr., Suite 400, Richmond, VA 23233





SUBDIVISION NAME: CLEMONTE MCT'S  
SECTION:  
LOT NUMBER(S): 1A1

THE ABOVE LOT GRADING PLAN(S) REQUIRES OFFSITE GRADING. THE BUILDER HAS BEEN INFORMED THAT OFFSITE GRADING PERMISSION(S) FROM AFFECTED PROPERTY OWNER(S) MUST BE OBTAINED PRIOR TO START OF CONSTRUCTION. OBTAINING THIS PERMISSION IS THE SOLE RESPONSIBILITY OF THE BUILDER.

CYRIL SOLICION  
PRINT NAME (DESIGN ENGINEER)  
SEPTEMBER, 2012  
DATE

Chad Egan  
SIGNATURE

ZONING ORDINANCE STANDARDS  
(PRINCE WILLIAM COUNTY)  
TRAFFIC 8.4

SOUTH		NORTH	
FURNACE LOT AREA (PER SHEETING UNIT)	8,000 SQ. FT.	FURNACE LOT AREA (PER SHEETING UNIT)	8,000 SQ. FT.
HATCHER BUILDING HEIGHT	35 FT.	HATCHER BUILDING HEIGHT	35 FT.
FURNACE PIPES AND AIRTIGHTNESS		FURNACE PIPES AND AIRTIGHTNESS	
MOUNT TARD		MOUNT TARD	
36 FT.		36 FT.	
30 FT.		30 FT.	
30 FT.		30 FT.	
CORNER LOT SIZE		CORNER LOT SIZE	
75 FT.		75 FT.	
FURNACE LOT WIDTH		FURNACE LOT WIDTH	

4' 6" (min.)

[illegible]

SHEET No.	DESCRIPTION
1	COVER SHEET
2	GRADING PLAN

PEN. 78-0-6794  
DOWNS, R-1 & R-2  
ADDRESS: 1450 JORDAN LANE  
OWNER: THE ORETS COMPANY, LLC  
DRAWING APPROVED BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
SOUTH HEIGHT 35'  
APPROVED LOT GRADING ONLY  
DEPARTMENT OF PUBLIC WORKS  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_

## COVER SHEET



**Packet Pg. 36**

TOWN OF HAYMARKET, VIRGINIA  
PRINCE WILLIAM COUNTY, VIRGINIA

DESCRIPTION	REVIEW BY	APPROVED	DATE
REVISION APPROVED BY:			

©

### DRIVEWAY CONSTRUCTION ENTRANCE

SIDE ELEVATION

30' MIN.

100	100
-----	-----



MIN.

12

Nurse Aggregate

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PLAN VIEW

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ZONING PERMIT #: ZP20130109

RECEIVED

JAN - 9 2013

TOWN OF HAYMARKET

**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:** Life in Balance Counseling Center, CAROLINA WALSH

**PROPOSED USE:** Counseling Practice Size (Sq. Ft./Length) of Construction: \_\_\_\_\_

**SITE ADDRESS:** 6611 Jefferson St. Haymarket Parcel ID #: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot Size: \_\_\_\_\_

**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.)

Mental Health Counseling Individual/Adults  
Couples

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

PAID JAN - 9 2013

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

58-177(9)

## CERTIFICATE OF APPROPRIATENESS

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

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

### PERMIT HOLDER INFORMATION

CAROL WALSH  
Name  
6722 Edgerton Way  
Address  
Gainesville VA 20155  
City State Zip  
Phone# \_\_\_\_\_ Email \_\_\_\_\_


### PROPERTY OWNER INFORMATION

MARK SHEEHAN  
Name  
6611 Jefferson St  
Address  
Haymarket VA 20169  
City State Zip  
703-753-5488  
Phone# \_\_\_\_\_ Email \_\_\_\_\_

## APPLICANT / PROPERTY OWNER SIGNATURE

\*\*\*\*\*REQUIRED\*\*\*\*\*

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

  
Applicant Signature

  
Property Owner Signature

\*\*\*OFFICE USE ONLY\*\*\* ZONING PERMIT #: ZP20130109  
Date Filed: 1-9-13 Fee Amount: 50.00 Date Paid: 1-19-13

DATE TO ARCHITECTURAL REVIEW BOARD (ARB):

☐ APPROVED ☐ DISAPPROVED ☐ TABLED UNTIL: N/A ☐ DEFERRED UNTIL: \_\_\_\_\_

ARCHITECTURAL REVIEW BOARD CHAIR:

SIGNATURE

PRINT

CONDITIONS:

DATE TO PLANNING COMMISSION: 1-14-13

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

PLANNING COMMISSION (where required):

SIGNATURE

PRINT

CONDITIONS:

58-177(9) - conditioned upon provision of  
a locator map

DATE TO TOWN COUNCIL: 2-4-13

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

TOWN COUNCIL (where required):

SIGNATURE

PRINT

CONDITIONS:

15h

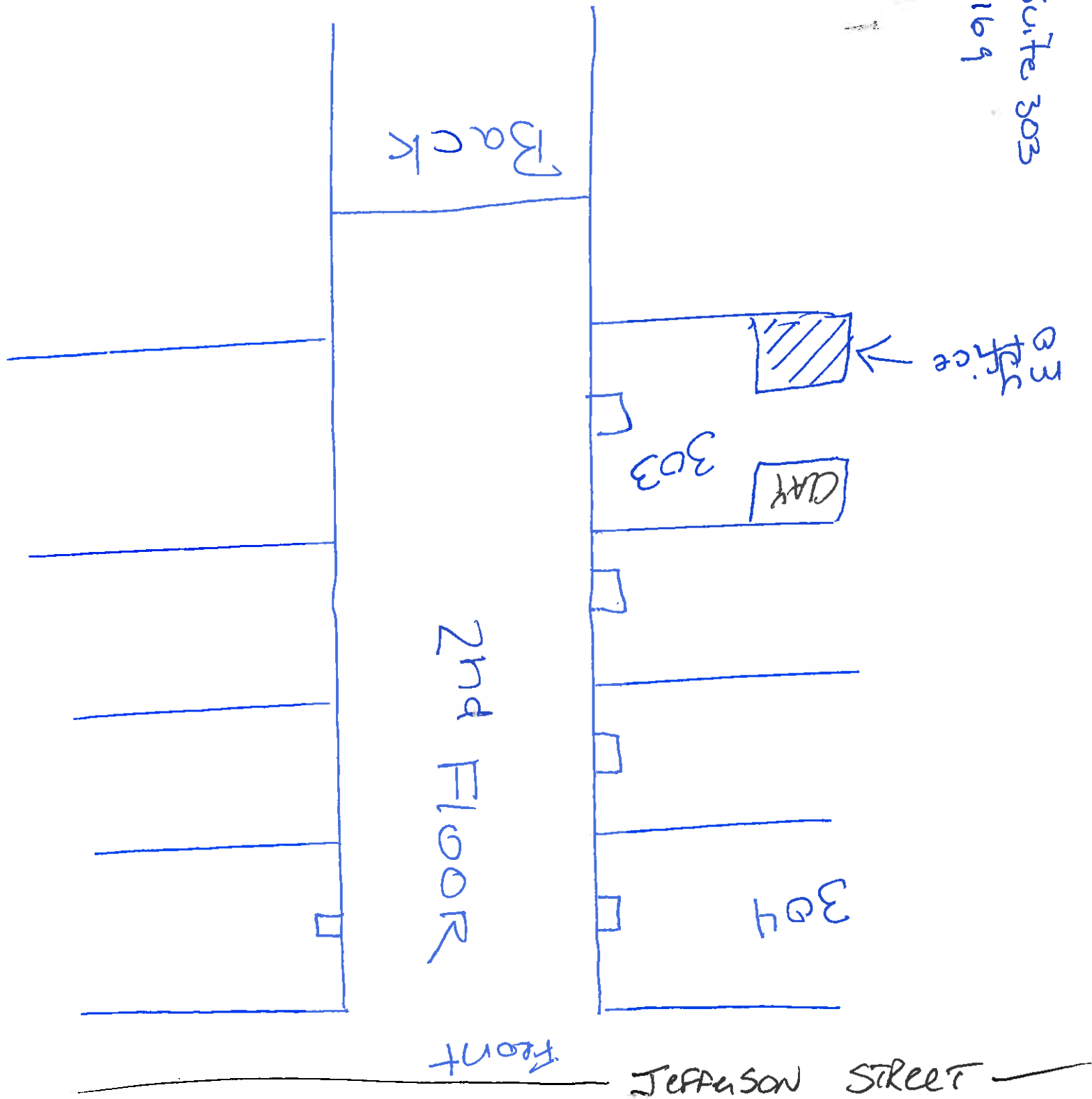
6611 Jefferson St. Suite 303

Springmarket, VA 20169

202-345-6899

Attachment: ZP 20130109 - Life In Balance Counseling Ctr - 6611 Jefferson #303B (1285 : Zoning Permit

7.E.b







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TO: Town of Haymarket Town Council  
SUBJECT: Fire Prevention Code Chapter 19  
DATE: 02/04/13

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**ORDINANCE #ORD-20130204**

Enacted February 4, 2013  
Effective February 4, 2013

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, TOWN OF HAYMARKET, VIRGINIA (2004), AS AMENDED, BY ADDING CHAPTER 19-FIRE PREVENTION & PROTECTION CODE.

BE IT ORDAINED by the Council for the Town of Haymarket, Virginia, meeting in regular session this 4<sup>th</sup> Day of February 2013:

That this Chapter 9 of the Code of Ordinances, Town of Haymarket (2004), as amended, is added as follows:

**ATTACHMENTS:**

- Fire Prevention Code (DOCX)

## CHAPTER 19 FIRE PREVENTION AND PROTECTION

### ARTICLE I. - FIRE MARSHAL

#### Sec.19.1-1 - Office created; deputies; appointments.

The Town Council shall appoint the chief fire marshal (the fire marshal). The deputy fire marshal(s) and assistant fire marshals shall be appointed by the chief fire marshal, whose powers and duties shall be as set forth in this chapter and as authorized by the Code of Virginia.

#### Sec. 19.1-1.1. - Oaths of office.

The fire marshal, deputy fire marshal, assistant fire marshals, and members of the fire marshal's staff, before entering upon their duties, shall, respectively, take an oath, before any officer authorized to administer oaths, faithfully to discharge the duties of their offices.

#### Sec. 19.1-1.2. - General powers and duties.

The fire marshal and deputies or assistants shall have such powers and duties as are prescribed by state law and by this chapter and other ordinances of the county.

#### Sec. 19.1-2. - Fire marshal to be summoned to scene of fire, explosion, etc.

The fire department officer-in-charge of any fire, explosion or incident to which fire apparatus or equipment responds shall immediately summons the fire marshal to the scene to investigate the circumstances involved. Such fire marshal shall make an investigation, or cause to be investigated, the origin and cause of every fire and explosion occurring within the county.

#### Sec. 19.1-3. - Reserved.

#### Sec. 19.1-4. - Right of entry to investigate releases of hazardous material, hazardous waste, or regulated substances.

The fire marshal shall have the right to enter upon any property from which a release of any hazardous material, hazardous waste, or regulated substance, as defined in Code of Virginia, § 10.1-1400 or § 62.1-44.34:8, has occurred or is reasonably suspected to have occurred and which has entered into the ground water, surface water or soils of the county, city or town in order to investigate the extent and cause of any such release. If, in undertaking such an investigation, the fire marshal makes an affidavit under oath that the origin or cause of any such release is undetermined and that he has been refused admittance to the property, or is unable to gain permission to enter the property, any magistrate of the city or county where the property is located may issue an investigation warrant to the fire marshal authorizing him to enter such property for the purpose of determining the origin and source of the release. If the fire marshal, after gaining access to any property pursuant to such investigation warrant, has probable cause to believe that the release was caused by any act constituting a criminal offense, he shall discontinue the investigation until a search warrant has been obtained or consent to conduct the search has otherwise been given.

**Sec. 19.1-5. - Power to arrest, to procure and serve warrants and to issue summons.**

The fire marshal and his assistants appointed pursuant to Code of Virginia, [§ 27-36](#) shall have the authority to arrest, to procure and serve warrants of arrest and to issue summons in the manner authorized by general law for violation of fire prevention and fire safety laws and related ordinances.

**Sec. 19.1-5.1. - Police powers of fire marshals.**

In addition to such other duties as may be prescribed by law, the fire marshal and his assistants appointed pursuant to Code of Virginia, [§ 27-36](#) shall have the same police powers as a sheriff, police officer or law enforcement officer. The investigation and prosecution of all offenses involving hazardous materials, fires, fire bombings, bombings, attempts or threats to commit such offenses, false alarms relating to such offenses, possession and manufacture of explosive devices, substances and fire bombs shall be the responsibility of the fire marshal or his designee.



## ARTICLE II. - FIRE PREVENTION CODE

### Sec. 19.1-6. - Adopted; enforcement; availability for reference.

- (a) There is hereby adopted by the Town Council, for the purpose of prescribing regulations to safeguard life and property from the hazards of fire or explosion arising from the improper maintenance of life safety and fire prevention and protection materials, devices, systems and structures, and the unsafe storage, handling and use of substances, materials and devices, wherever located, that certain code known as the Virginia Statewide Fire Prevention Code ("Fire Prevention Code"), as amended, save and except such portions as are deleted, modified or amended by this article, and the same is hereby adopted and incorporated as fully as if set out at length herein.
- (b) The fire marshal shall have responsibility for enforcement of the Fire Prevention Code. The term "fire official," as used in the fire prevention code, shall mean the fire marshal or his designee.
- (c) At least one copy of the fire prevention code adopted in subsection (a), above shall be on file in the office of the fire marshal, and it shall be available for inspection between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday inclusive, except for legal holidays.

### Sec. 19.1-7. - Amendment to the Virginia Statewide Fire Prevention Code—Generally.

Pursuant to the authority found in Code of Virginia, Tit. 27, Ch. 9, the "Virginia Statewide Fire Prevention Code" (Fire Prevention Code), the board of county supervisors hereby adopts the following changes to the fire prevention code.

### Sec. 19.1-8. - Violations of the Statewide Fire Prevention Code.

- (a) If any notice of violation issued pursuant to Section 111 of the Fire Prevention Code is not complied with within the time specified in the notice citing the alleged violation, the fire marshal shall request the county attorney to institute the appropriate legal proceedings to restrain, correct, or abate such alleged violation.
- (b) Where two or more follow-up inspections are required because a responsible party, person, firm, or corporation has failed to comply with a previously issued order or notice of violation, a fee shall be charged as permitted in section 107.15 of the Fire Prevention Code. Fees shall be in accordance with the fee schedule set out in section 107.15 of the Fire Prevention Code.

### Sec. 19.1-9. - Notification of fire.

In any building subject to inspection under any provision of the fire prevention code, when a fire or evidence of there having been a fire is discovered, even though it has apparently been extinguished, it shall be immediately reported to the Prince William County Public Communications Center. This shall be the duty of the owner, manager, or person in control of such building at the time of discovery. This requirement shall not be construed to forbid the owner, manager, or person in control of said building from using all diligence necessary to extinguish such fire prior to the arrival of the fire department.

### Sec. 19.1-10. - Responsibility for filing incident report.

It shall be the responsibility of the fire department officer-in-charge, or his designee, to file with the chief fire marshal, in such form as he or she shall prescribe, a report of every fire, explosion, or incident to which apparatus or equipment responds. Such reports shall be filed at such time and location prescribed by the chief fire marshal.

**Sec. 19.1-11. - Obstruction of fire apparatus roads.**

Fire apparatus access roads and approved designated fire lanes shall not be obstructed in any manner including the parking of vehicles, staging or storage of devices, equipment or materials or any unauthorized use in accordance with sections 503.4.1 through 503.4.2 of the International Fire Code (2009). The minimum widths and clearances established in section 503.2.1 shall be maintained at all times.

**Sec. 19.1-12. - Interior finish, decorative materials, and furnishings.**

This section shall be applicable to all Assembly, Educational and Institutional occupancies. Combustible materials such as paper, cotton batting, straw, cut or dry vines, leaves, trees, artificial flowers or shrubbery, or similar combustible materials, and foam plastic materials shall not be used for decorative purposes in non-sprinklered show windows, building lobbies, exits or exit accesses, interior stairways, or other parts of buildings, or any area of public use in such a quantity as to constitute a fire hazard.

**Sec. 19.1-13. - Fire protection systems; standards.**

All fire protection systems that were installed in compliance with any law, ordinance or order, shall be maintained in an operative condition at all times. An owner or occupant shall not reduce the effectiveness of the protection so required to include to silence, reset, remove, tamper with, damage, destroy, or use without just cause any fire detection or alarm system, fire protection system except for the purpose of extinguishing fire, training, recharging, repairing or when approved by the fire official. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards listed in Table 901.6.1 of the International Fire Code (2009 Edition).

**Sec. 19.1-14. - Fire protection systems; systems out of service.**

Where a required fire protection system is out of service, the Public Safety Communications Center and the fire marshal shall be notified immediately and, where required by the fire marshal, the building shall be evacuated and/or an approved and documented fire watch shall be provided for all occupants and premises left unprotected by the inoperative system until the fire protection system has been returned to service and the fire watch has been terminated by the fire marshal.

Where utilized, fire watches shall be provided with at least one approved means for notification of the fire department and their only duty shall be to perform constant patrols of the premises and keep watch for fire.

**Sec. 19.1-15. - Fire alarms; faulty and nuisance alarms.**

- (a) Notwithstanding the provisions found in sections 2.5-1 et seq., of [chapter 2.5](#) of this Code, whenever faulty or nuisance alarms in an occupancy exceed three in any one-month period, the fire official may require the owner or occupant to conduct a witnessed test the fire protection system causing the faulty or nuisance alarm.
- (b) For the purpose of this section, a faulty or nuisance alarm is deemed to occur whenever the fire officer in charge responding to a fire alarm call shall determine, after investigation, that faulty equipment initiated the alarm. An alarm caused by mechanical failure, malfunction, improper installation, or lack of proper maintenance, or an alarm activated by a cause that cannot be determined may be deemed a faulty alarm.
- (c) As soon as practical following the faulty or nuisance alarm, the responding officer in charge shall cause the fire marshal's office to be notified in writing of the facts and circumstances supporting his determination that faulty equipment initiated the alarm.
- (d) Whenever an owner or occupant is required by this section to conduct a test of a fire alarm or suppression system, the fire official shall notify the owner or occupant in writing and prescribe a certified test consistent with standard procedures to be witnessed by the fire official or his designee.
- (e) Any faulty equipment or systems identified during the test which will reduce the effectiveness of the protection shall be recorded and a notice of violation prepared and served in accordance with the provisions of section 111.0 of Virginia Statewide Fire Prevention Code (2009). The notice of violation will require the repair, abatement or correction of any noted defects, the restoration of the system to normal operative condition and compliance with any law, ordinance or order affecting such alarm system.

The notice of violation shall be enforced pursuant to the provisions of section 110 of the International Fire Code (2009).

#### **Sec. 19.1-16. - Fire department connections; signs.**

A metal sign with raised letters at least one-inch in size shall be mounted on all fire department connections serving automatic sprinklers, standpipes of fire pump connections. Such signs shall read: AUTOMATIC SPRINKLERS or STANDPIPES or TEST CONNECTION or a combination thereof as applicable.

Where multiple fire department connections are provided, a metal sign with raised letters at least one-inch in size shall be provided at all fire department connections to indicate the numerical street address, range of numerical street addresses, or fire protection zones served by a fire protection system connected to fire department connection. This sign is to be placed in a location as to be readily visible, free of obstruction, and approved by the fire marshal.

#### **Sec. 19.1-17. - Means of egress from buildings and/or occupancies; maintenance and inspection.**

The owner, operator, manager or other person responsible for the operation of an assembly, educational or mercantile occupancy, or other occupancy or building open to the general public shall inspect and check egress facilities before such occupancy or building is occupied to determine compliance with this section. If such inspection reveals that any element of the means of egress cannot be accessed, is obstructed, locked, fastened or otherwise unsuited for immediate utilization, admittance to the occupancy or building shall not be permitted until necessary corrective action has been completed and the means of egress restored to a safe and compliant condition.



**Sec. 19.1-18. - Hazardous materials; unauthorized discharges.**

The storage, use and handling of all hazardous materials shall be in accordance with section 2703 of the International Fire Code (2009 Edition).

When hazardous materials or hazardous waste are released in any quantity, the code official shall be notified and the procedures required in accordance with sections 2703.3.1.1 through 2703.3.1.4 of the Fire Prevention Code (2009 Edition) shall be followed.

### ARTICLE III. - EXPLOSIVES, FIREWORKS AND MODEL ROCKETRY

#### Sec. 19.1-19. - General.

In addition to the provisions set out in sections 3301, et seq., [chapter 33](#) of the International Fire Code (2009 Edition), NFPA 495 shall govern the possession, manufacture, transportation, storage, sale, handling and use of explosive materials. The Fire Marshal shall enforce the regulations contained herein pertaining to the intra-county transportation of explosives.

#### Sec. 19.1-20. - Definitions.

In addition to the definitions identified in section 3302.1 of the International Fire Code (2009 Edition) and the Fire Prevention Code (2009 Edition), which are incorporated herein by reference, the following are hereby adopted:

*Approved.* As approved by the Fire Marshal's Office.

*Permissible fireworks.* Only those Division 1.4(g) fireworks which have been approved by the Fire Marshal and comply with the most recent and approved standards of the American Fireworks Standard Laboratory.

*Retailer.* A person, firm, or corporation offering for sale or selling permissible fireworks to the general public.

*Wholesaler.* A person, firm, or corporation offering for sale or selling permissible fireworks to a retailer.

#### Sec. 19.1-21. - Approval of permissible fireworks.

Any person, firm, or corporation engaged in the business of selling or offering to sell fireworks within the county shall submit a list of such fireworks to the county fire marshal for approval no later than a minimum of 120 days prior to the proposed sale date. When deemed necessary, as shown in Table 9.1-78, the county fire marshal may require a person, firm or corporation selling or offering to sell fireworks to submit, at least five samples of each fireworks intended to be sold within the county, together with complete specifications including the manufacturer and trade name of such fireworks and a chemical analysis of each such fireworks so submitted. Said samples, specifications, and chemical analysis shall be submitted to the fire marshal's office no later than 120 days prior to the proposed sale date in the county. No wholesaler shall deliver, nor any wholesaler or retailer sell any fireworks in the county other than those so approved.

Table 9.1-78  
American Fireworks Standard Laboratories

AFSL Standard	Submittal Requirements		Prohibited for Consumer Use
	Manufacturer, trade name only	Manufacturer, trade name, may require samples, and chemical composition	
101 Combination items		X	
102 Comets, mines, and shells			X
103 Firecrackers			X
104 Fountains	X		
105 Ground spinners and chasers	X		
106 Specialty items		X	
107 Party, trick, or toy smoke devices			X
108 Reloadable tube aerial shells			X
109 Roman candles			X
110 Sky rockets, missiles, and helicopters			X
111 Handheld sparkling devices	X		
112 Wheel	X		

**Sec. 19.1-22. - Retail display and sale of fireworks.**

In addition to the restrictions set forth in section 3301.2.2 of the Statewide Fire Prevention Code, retail sales of permissible fireworks shall be done only from an approved fixed location. Such locations shall comply with all county rules and regulations applicable to such sites. The sale or storage of any fireworks shall be prohibited on the property of another without the express written permission of the owner. The sale of fireworks within commercial or residential occupancies is prohibited. Operational permits for the sales of fireworks shall be valid for the period June 1 to July 15 of each year, and shall be issued only after a bond, or evidence of liability insurance has been filed with the fire marshal's office.

**Sec. 19.1-23. - Records to be kept by wholesaler and retailer.**

Each wholesaler shall maintain full and complete records of all purchases and sales of fireworks and each retailer shall maintain full and complete records of all purchases of fireworks from wholesalers. The county fire marshal or his designated agent is authorized to examine the records of any wholesaler or retailer as they relate to the purchases and sales of fireworks within the county.

**Sec. 19.1-24. - Unlawful fireworks.**

It shall be unlawful for any person, firm, or corporation to transport, manufacture, store, handle, possess, sell, offer for sale, expose for sale or to buy, use, ignite or explode any fireworks, with the following exceptions:

- (1) Storage and handling of fireworks as permitted in Section 3304, International Fire Code (2009 Edition).
- (2) Manufacture, assembly and testing of fireworks as permitted in section 3305, International Fire Code (2009 Edition).
- (3) The use of fireworks for display as permitted in Section 3308, International Fire Code (2009 Edition).
- (4) The possession, storage, sale, handling and use of permissible fireworks where allowed by applicable local and state laws, ordinances and regulations provided such fireworks comply with CPSC 16 CFR, Parts 1500 and 1507, and DOT 49 CFR, Parts 100-178, for consumer fireworks, as permitted in section 3309 of this Code (2009 Edition).

**Sec. 19.1-25. - Seizure of prohibited fireworks.**

The fire official is authorized to remove or cause to be removed or disposed of in an approved manner, at the expense of the owner, explosives, explosive materials, or fireworks offered or exposed for sale, stored, possessed or used in violation of this chapter. Any county law enforcement officer or fire marshal arresting any person for a violation of this chapter shall seize the materials in question in the possession or under the control of any person so arrested and shall hold the same until final disposition of any criminal proceedings against such person. Where no criminal proceedings can be instituted due to lack of knowledge as to who owns or is responsible for fireworks, the fireworks in question shall be destroyed after 30 days.

**Sec. 19.1-26. - Sales to minors.**

The sale to or possession of permissible fireworks by persons under the age of 18 shall be prohibited unless the person is accompanied by a parent or legal guardian.

**Sec. 19.1-27. - Manufacture, assembly and testing of fireworks, explosive materials and fireworks, generally.**

The manufacture, assembly and testing of explosives, ammunition, blasting agents and fireworks shall be prohibited in the Town of Haymarket, with the following exceptions:

- (1) The hand loading of small arms ammunition prepared for personal use and not offered for resale.
- (2) The mixing and loading of blasting agents or the assembly of two component explosives for use at approved blasting sites in accordance with NFPA 495. An operational permit shall be obtained as required in section 107.2 of the Fire Prevention Code (2009 Edition) for any blasting operation within the Town of Haymarket.
- (3) The use of binary explosives or phosphoric materials in blasting or pyrotechnic special effect applications in accordance with NFPA 495 or NFPA 1126. An operational permit shall be obtained



as required in section 107.2 of the Fire Prevention Code (2009 Edition) for any blasting operation and for the use of pyrotechnic special effect materials within the Town of Haymarket.

- (4) Storage, use and handling of explosives or explosive materials in an approved laboratory setting permitted in accordance with section 107.2 of the Fire Prevention Code (2009 Edition).

#### **Sec. 19.1-28. - Rocketry.**

The storage, handling, and use of model and high-power rockets shall comply with the requirements of NFPA 1122, NFPA 1125 and NFPA 1127. Any type of rocketry other than that described in the definition of model rocketry as set forth in NFPA 1122 shall be prohibited.

#### **Sec. 19.1-29. - Wholesale and retail stores.**

The storage of explosives and explosive materials, small arms ammunition, small arms primers, propellant-actuated cartridges and smokeless propellants in magazines, shall comply with the provisions of section 3304 of the International Fire Code (2009 Edition).

The storage or display of explosives and blasting caps in wholesale and retail stores shall be prohibited.

#### **Sec. 19.1-30. - Magazine required.**

Explosives and explosive materials, and Division 1.3G fireworks shall be stored in magazines constructed, located, operated and maintained in accordance with the provisions of section 3304 of the International Fire Code (2009 Edition) and NFPA 495 or NFPA 1124. The storage of explosives, explosive material, blasting agents and Division 1.3G fireworks shall be prohibited within the legal geographic boundaries of any district where such storage is prohibited by the fire marshal with the following exceptions:

- (1) Storage of fireworks at display sites in accordance with section 3308.5 of the International Fire Code (2009) and NFPA 1123 or NFPA 1126.
- (2) Portable or mobile magazines not exceeding 120 square feet in area shall not be required to comply with the requirements of the International Building Code.

#### **Sec. 19.1-31. - Financial responsibility; certificate of insurance required.**

Before a permit is issued, as required by section 3301.2 of the Fire Prevention Code (2009 Edition), for the storage, transportation, disposal, or use of explosives or blasting agents, wholesale or retail sale of permissible fireworks, or any fireworks display, the applicant shall file with the fire marshal's office a certificate of insurance which shows that the applicant has liability insurance in the amount of at least \$5,000,000.00 combined single limit for bodily injury and property damage. This insurance policy shall become available for the payment of any damage arising from the acts or omissions of the applicant, his agents, or his employees in connection with the storage, transportation, disposal, or use of explosives or blasting agents, retail sales of fireworks, or fireworks display. The applicant shall ensure that the insurance policy is in effect at the time of the commencement of the activities authorized by the permit, and remains continuously in effect until such activities are completed.

**Sec. 19.1-32. - Emergency contact for certified blasters.**

In addition to the provisions set out in sections 3301.4, et seq., of the Fire Prevention Code, persons using explosive materials, within the confines of the county, shall provide emergency contact information to the fire official and update such by the first day of January, April, July, and October. Such information shall include the employer's name, office address, office telephone number, 24-hour emergency contact telephone number, blaster's name, and a 24-hour emergency contact telephone number.

**Sec. 19.1-33. - Loss, theft, or unauthorized removal of explosive materials.**

The loss, theft, or unauthorized removal of explosive materials from a magazine or permitted facility or site shall be reported to the fire official, local law enforcement authorities, and the U.S. Department of Treasury, Bureau of Alcohol, Tobacco Firearms and Explosives (BATF) immediately. Immediate notification to the fire official shall be by telephone or in person followed by a letter giving complete details as to the types, amounts and manufacturer of the explosive materials and other relevant details relating to the loss, theft or unauthorized removal. The letter shall be delivered to the fire official within 24 hours of the verbal notification.

Notwithstanding the foregoing, the loss of Division 1.4G (consumer fireworks) need not be reported to the Bureau of Alcohol, Tobacco, Firearms and Explosives (BATF).

**Sec. 19.1-34. - Improper or unlawful storage of explosive materials.**

In addition to the provisions in sections 3303.1, et seq., of the International Fire Code (2009 Edition), if at any time explosives or explosive materials are found stored in an improper or unlawful manner, immediate notification shall be made to the fire official who shall take all necessary actions to safeguard or dispose of such explosives or explosive materials.

## ARTICLE IV. - CRIMINAL OFFENSES

### Sec. 19.1-35. - Impersonation.

It shall be unlawful and a Class 1 misdemeanor for any unauthorized person to use a badge, uniform or any other credentials, so as to gain access to any building, marine vessel, vehicle or premises, or to otherwise falsely identify himself as the fire marshal or his designated representative.

### Sec. 19.1-36. - Damage or injury to fire department equipment or personnel.

It shall be unlawful and a Class 1 misdemeanor for any person to damage or deface, or attempt or conspire to damage or deface any fire or rescue vehicle belonging to the DFR or a volunteer company at any time, or to injure, or attempt to injure or conspire to injure fire and rescue personnel while such personnel are in the performance of their duties.

### Sec. 19.1-37. - Unlawful boarding or tampering with fire and rescue vehicles.

It shall be unlawful and a Class 1 misdemeanor for any person, without proper authorization from the fire or rescue officer in charge of said vehicle, to cling to, attach himself to, climb upon or into, board or swing upon any fire or rescue vehicle, whether such vehicle is in motion or at rest, or to sound any warning device thereon, or to manipulate, tamper with or destroy or attempt to manipulate, tamper with or destroy any lever, valve, switch, starting device, brake, pump or any equipment, protective clothing or tool, on or a part of such vehicle.

### Sec. 19.1-38. - Unlawful use of fire or rescue apparatus, equipment, etc., within Town.

(a) It shall be unlawful and a Class 2 misdemeanor for any person to operate or cause to be operated upon a public highway or street in the county any vehicle or equipment used, intended to be used, or designated to be used for the purpose of fighting fires or responding to emergency incidents, unless the use of such vehicle or equipment is authorized by the county.

(b) This section shall not apply to the operation of firefighting vehicles or rescue equipment owned by any fire or rescue company outside of the county when such vehicle or equipment is traveling in or through the county for parade or other non-firefighting purposes or in response to a call from the county's public safety communications center.

### Sec. 19.1-39. - Allowing fire to spread to land of another.

Any person who intentionally sets or procures another to set fire to any woods, brush, leaves, grass, straw or any other inflammable substance capable of spreading fire, and who intentionally allows the fire to escape to lands not his own, whereby the property of another is damaged or jeopardized, shall be guilty of a Class 1 misdemeanor and shall be liable for the full amount of all expenses incurred in fighting the fire.

**Sec. 19.1-40. - Carelessly damaging property by fire.**

If any person shall carelessly, negligently or intentionally set any woods or marshes on fire, or set fire to any stubble, brush, straw or any other substance capable of spreading fire on lands, whereby the property of another is damaged or jeopardized, he shall be guilty of a Class 4 misdemeanor and shall be liable for the full amount of all expenses incurred in fighting the fire.

**Sec. 19.1-41. - Refusal to obey orders of a fire or rescue officer.**

(a) Any person or persons refusing to obey the orders of the officer in charge at an incident scene shall be guilty of a Class 4 misdemeanor.

(b) Any officer in charge at an incident scene shall have the power to make arrests for violation of the provisions of this section.

(c) Any person neglecting to obey any order of an officer in charge of an incident scene shall upon conviction of such offense, be fined not to exceed \$100.00.

**Sec. 19.1-42. - Prohibited parking within a designated fire lane; unauthorized use.**

Notwithstanding the provisions found in sections 13-324 and 13-325 of this Code, it shall be unlawful for any person to park a vehicle within a designated fire lane. In any prosecution under this section, proof that the vehicle described in the complaint, summons or warrant was parked in violation of this Code, together with proof that the defendant was at the time of such prohibited parking the registered owner of the vehicle, shall constitute a prima facie evidentiary presumption that such registered owner of the vehicle was the person who parked the vehicle at the place and at the time such violation occurred. In addition, the vehicle parked in violation of this section may be impounded by the county police department and held until the penalty provided and the towing and storage charges incurred are paid. This section shall be enforced by the county fire marshal's office and the county police department.

It shall be unlawful for any person, firm, or corporation to otherwise obstruct, stage or store devices, equipment, or materials, or use any designated fire lane without authorization from the fire official.

**Sec. 19.1-43. - Penalty for chapter violations.**

(a) Unless otherwise specified in this chapter, any person, firm or corporation who shall violate any of the sections of this chapter, or any provisions of the fire prevention code adopted in accordance with this chapter, shall separately for each and every such violation and noncompliance respectively, be guilty of a violation of this chapter, and shall, upon conviction, be punishable as a Class 1 misdemeanor.

(b) A violation of this chapter shall be construed to be an infringement, breach, or failure to comply with any provision of this chapter or any order made thereunder, or any act of building in violation of any detailed statement, specifications or plans submitted and approved thereunder, or any certificate or permit issued thereunder, and from which no appeal has been taken, or any failure to comply with such an order within the time fixed therein.

(c) Each day that a violation continues after a service of notice as provided for in this Code shall be deemed a separate offense.





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TO: Town of Haymarket Town Council

SUBJECT: Town Manager Position

DATE: 02/04/13

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TO: Town of Haymarket Town Council

SUBJECT: Town Center Property - Old Post Office

DATE: 02/04/13

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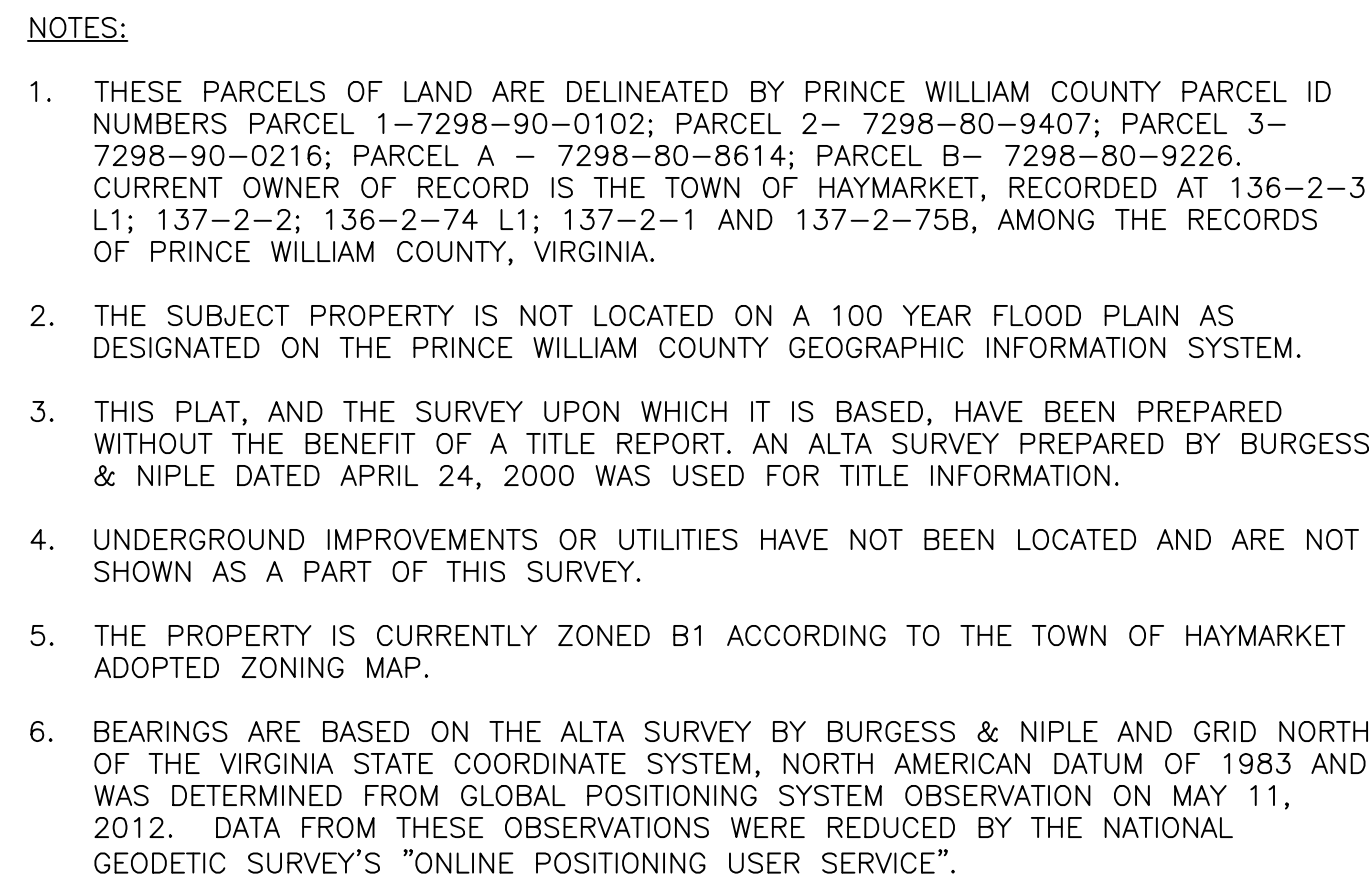
TO: Town of Haymarket Town Council  
SUBJECT: Parking - Town Center Property  
DATE: 02/04/13

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Please find a diagram showing the current parking conditions at the Town Center Property

**ATTACHMENTS:**

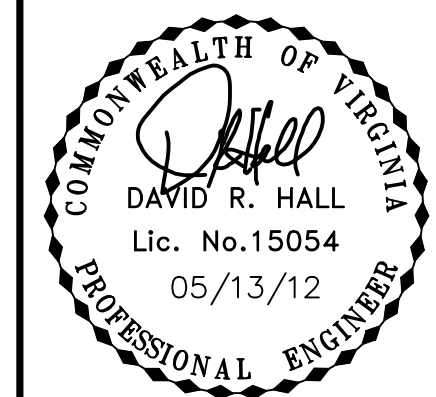
- TOWN CENTER SITE PLAN 5-14-12 (PDF)



I, DAVID R. HALL, A DULY LICENSED LAND SURVEYOR IN THE COMMONWEALTH OF VIRGINIA (REGISTRATION No 2248) DO HEREBY CERTIFY THAT THE SURVEY SHOWN HEREON IS BASED UPON AN ACTUAL SURVEY MADE ON THE GROUND AND MEETS ALL MINIMUM STANDARDS AND PROCEDURES FOR LAND BOUNDARY SURVEYING AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

[illegible]

**PLOT PLAN**  
**TOWN OF HAYMARKET**  
**TOWN CENTER**  
PRINCE WILLIAM COUNTY, VIRGINIA



DESIGNED BY:	DRH
DRAWN BY:	DRH
CHECKED BY:	DRH
SCALE:	1" = 20'
DATE:	05/11/12
DRH JOB NO:	212001.03
DRAWING NO:	

C-1

SHEET 1 OF 1





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TO: Town of Haymarket Town Council  
SUBJECT: Employee Health Benefits - Retirees  
DATE: 02/04/13

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It has been requested that consideration of Health Insurance benefits for retirees be discussed this evening. Please see the attached research staff presented to Council in November 2011.

**ATTACHMENTS:**

- Attachment - TM Report - Retirement Benefit Options Prepared for Council 11 (DOC)

# Retirement Benefit Options

Prepared for Council 11-07-2011

Staff has researched other jurisdictions' health retirement benefit and also researched other options available to the Town.

## Middleburg, Virginia

Pays \$100 per month toward a retiree's health insurance premium

## Purcellville, Virginia

Employees retiring with a minimum of 15 years or more, but less than 20 continuous years, shall be required to pay 50% of the health insurance premium. Employees with more than 20 years, but less than 25 years of continuous service must pay 25% of the monthly health insurance premium. Employees retiring with 25 or more years of continuous service are not required to pay a premium. In addition, under the latter category, the Town will pay 100% of a spouse's health insurance premium.

## Virginia Retirement System

- **Health Insurance Credit Program HIC**  
Maximum benefit is \$45 per month toward the retiree's health insurance premium sponsored by the Town. (Actuary study attached)
- One additional option available to the Town through VRS is to have the employee's health premium withheld from their VRS retirement check. This is a benefit to the Town from the Commonwealth.

## Other Options Available

- Town pays 0% - 100% (any percentage) of retired employee's health insurance premium



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TO: Town of Haymarket Town Council

SUBJECT: Certified Local Government

DATE: 02/04/13

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The Planning Commission was tasked by the Town Council to look into the possibility of the Town applying for Certified Local Government status. Upon research, without delineated boundaries of the Town's Historic District, the Town would not qualify.

**Recommendation:**

It is recommended that the Town Council consider the January 7, 2013 presentation of the Planning Commission and make a recommendation on how/if to proceed with Certified Local Government (CLG) certification.



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TO: Town of Haymarket Town Council  
SUBJECT: Battlefield High School - Request of Proffer Funds  
DATE: 02/04/13

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Battlefield High School has submitted a request for the remaining balance of the Alexandra's Keep proffer funds in the amount of \$20,244. Please see their request attached.

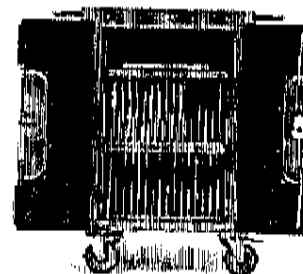
**ATTACHMENTS:**

- Battlefield Request of Proffer Funds (PDF)

## Apple iPad Learning Lab Proposal



Proposal Number: 0103bbb6fe7  
Data Generated: 2013-01-08 12:16:01  
For: Louis Johnson (johnsoln@pwcs.edu)  
Building Technology Coordinator  
Institution Information: Battlefield High School / PWCS  
0-VA, 20169  
(571)261-4400 ext. 4720  
teachers:100plus  
students:1000plus  
Contact Me By: email  
Your Interest:



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Thank you for preparing an online proposal.

Your information has been sent to an Apple representative who will be contacting you to answer any questions you might have about your Apple iPad Learning Lab with AppleCare proposal. For immediate assistance with your order, please call 800-800-2775, extension 55625. Prices and availability of products on this proposal are subject to change without notice prior to the Apple Authorized Purchasing Agent placing this order.

Thank you for choosing Apple!  
Apple Education

To place an order, please attach this proposal to a purchase order and mail or fax it to Apple at:

Apple Inc.  
MS:198-3ED  
12545 Riata Vista Circle  
Austin, TX 78727  
Fax: 866-845-2999

You can also order your custom learning lab online through the Apple Store for Education. For additional information about volume purchases, please call 800-800-2775, extension 55625.

The summary of your proposal follows on Page 2.



## Apple iPad Learning Lab Proposal



Apple offers many convenient payment options for this configuration through its Apple Financial Services (AFS) Education Finance program. If your school has concerns about funding for your acquisition, please contact them at 1-800-APPLE-LN.

Generated for Louis Johnson (johnsolr@pwcs.edu) (571)261-4400 ext. 4720

Here is a summary of your proposal:

Part#	Description	\$ Per Unit	Qty.	Net Price	Subtotal
	Other Items				
BH448LL/A	Apple iPad Learning Lab (with 10 iPad 2 16GB Wi-Fi devices) with AppleCare+	\$7,059.00	1	\$7,059.00	\$7,059.00
MC954LL/A	iPad 2 16GB Wi-Fi - Black	\$399.00	5	\$1,995.00	\$9,054.00
BH446LL/A	iPad 2 16GB Wi-Fi 10 Pack with AppleCare+ - Black	\$4,580.00	2	\$9,160.00	\$18,214.00
MD579LL/A	iPad Smart Case - Polyurethane - (PRODUCT) RED	\$49.00	35	\$1,715.00	\$19,929.00
MD103LL/A	MacBook Pro (15.4" LED/2.3GHz Intel Core i7/2X2GB/500GB/SD)	\$1,699.00	1	\$1,699.00	\$21,628.00
MC531ZM/A	iPad Camera Connection Kit	\$29.00	4	\$116.00	\$21,744.00
MC552ZM/B	Apple VGA Adapter	\$29.00	2	\$58.00	\$21,802.00
MD199LL/A	Apple TV	\$99.00	1	\$99.00	\$21,901.00
				Total*	\$21,901.00

\* The total amount does not include any applicable sales tax.



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TO: Town of Haymarket Town Council  
SUBJECT: Police Report  
DATE: 02/04/13

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**ATTACHMENTS:**

- 02-2013 Police Report (PDF)

**Town Police Statistics for  
October, November, & December 2012**

Activity	October	November	December	Total
<b>Mileage</b>	<b>5513</b>	<b>3165</b>	<b>5804</b>	<b>14482</b>
<b>Warning Tickets</b>	<b>25</b>	<b>15</b>	<b>47</b>	<b>87</b>
<b>Parking Tickets</b>	<b>4</b>	<b>16</b>	<b>59</b>	<b>79</b>
<b>Uniform Traffic Summons</b>	<b>96</b>	<b>90</b>	<b>60</b>	<b>246</b>
<b>Criminal Felony</b>	<b>9</b>	<b>6</b>	<b>23</b>	<b>38</b>
<b>Criminal Misdemeanor</b>	<b>5</b>	<b>3</b>	<b>6</b>	<b>14</b>
<b>Reports</b>	<b>28</b>	<b>9</b>	<b>24</b>	<b>61</b>
<b>Complaints</b>	<b>300</b>	<b>340</b>	<b>335</b>	<b>975</b>
<b>Accidents</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>14</b>
<b>Hours Worked</b>	<b>879</b>	<b>746</b>	<b>978</b>	<b>2603</b>

During the month of December 2012 The Haymarket Police Department participated in the following:

December 11<sup>th</sup> all officers completed their annual weapons qualification at the firing range.

December 8<sup>th</sup> -Deputy Chief Breeden and Officer O'Neal participated in the Front Royal Police Department Santa Cop program.

December 15<sup>th</sup> - Officer O'Neal participated in the Prince William County Santa Cop program and transported two children from Haymarket to the event.

Police Dept. personnel assisted in the town's annual holiday celebration.

Criminal Stats for December 2012  
Haymarket Police Department

1. Traffic Obstruction = 1
2. DIP = 2
3. Alarm calls = 5
4. Larceny = 4
5. Suspicious Person = 2
6. Vehicle Crash = 10 (Numerous assists to county and state)
7. Assist PWC = 7
8. Assist VSP = 2
9. Drugs = 2 (to include multiple felony charges for Prescription Fraud)
10. Domestics = 2
11. Warrant Service = 3
12. Disorderly = 3
13. Shoplifting = 1
14. Trespassing – 1






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TO: Town of Haymarket Town Council  
 SUBJECT: Town Engineer's Report  
 DATE: 02/04/13

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### **I-66 Projects**

The Public Hearing for the I-66/Rte. 15 Interchange and related improvements on Rte. 15 and Washington Street will be held in the third week of March. Staff will post a notice of the Public Hearing on the Town's website once the final date is determined by VDOT.

### **Enhancement Project Update**

VDOT Construction Division in Richmond agreed with the decision to reject the bids and re-advertise the project. The four bidders that submitted bids have been notified that the bids have been rejected.

The project will be re-advertised in the Washington Post in order to reach a larger audience in hopes of getting more bids. The new due date for bids will be March 4, 2013.

### **Additional grant money for Enhancement Project**

Update to be provided by Town Engineer.

### **Pedestrian Improvement Project (Connelly money)**

The selection committee met and selected two consultants to interview on January 31, 2013. After the interviews, the selection committee will pick a final firm and obtain a man-hour/fee proposal. Once the man-hour/fee proposal has been approved by VDOT, the selection committee will come to Town Council to ratify the contract.

### **Crushed Pipe under Jefferson Street**

Staff met with VDOT again regarding the crushed pipe under Jefferson Street running from the Town property to Jefferson Red House Ordinary. Since there is some water flowing through the pipe, VDOT has agreed to construct a temporary fix of ditching the outlet of the pipe at Jefferson Red House Ordinary to the storm drain inlet at the corner of Washington Street/Jefferson Street and punching a hole into the inlet to allow the water to drain.

VDOT and Town Staff are trying to see if there is any type of funding available to help construct a permanent solution. In addition, VDOT will look into seeing if this pipe needs to be replaced as part of the reconstruction of the Old Carolina Bridge over I-66.



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TO: Town of Haymarket Town Council  
SUBJECT: Building Official's Report  
DATE: 02/04/13

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There is no Building Official's Report for February 2013





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TO: Town of Haymarket Town Council  
SUBJECT: Museum Report  
DATE: 02/04/13

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There is no Museum report for February 2013



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TO: Town of Haymarket Town Council

SUBJECT: Treasurer's Report

DATE: 02/04/13

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**ATTACHMENTS:**

- 2-4-2013 Treasurers Report (PDF)

**Treasurers  
Report  
2-4-2013  
TC Mtg**

<b>EXPENDITURES</b>	<b>ADOPTED FISCAL YEAR 2013 BUDGET</b>	<b>AMENDED BUDGET THRU 1-31-2013</b>	<b>3RD QUARTER APPROPRIATIONS</b>	<b>3rd Qtr ACTUALS THROUGH 2/1/2013</b>	<b>Actuals Year to date</b>
Capital Improvements & Repair (TCP)	1,465,864	165,036		51,454.73	206,570.23
Council & Boards	34,000			1,235.00	13,475.00
Events	7,500		1,875.00	0.00	2,785.56
Museum	6,765	6,000	1,715.71	0.00	816.90
Operating Expenses	268,459		77,820.80	10,220.80	114,040.48
Public Safety	125,716		24,448.50	8,180.49	66,486.53
Public Works	129,489		32,372.25	6,832.75	67,734.58
Staff Wages & Benefits	777,978	4,000	190,744.50	72,722.38	466,526.93
Town Owned Property	345,674		86,418.50	12,136.01	159,148.69
General Reserves		141,908		500.00	14,943.75
Proffer Disbursement		80,976		80,976.00	80,976.00
<b>TOTAL EXPENSE</b>	<b>3,161,445</b>	<b>397,920</b>	<b>415,395.26</b>	<b>244,258.16</b>	<b>1,193,504.65</b>
Other Expense (SS Funding/SS Const/Approp Reserves)			2,500.00	11,011.78	168,643.82
<b>REVENUE</b>					
Development	1,235,562				197,038.53
Events/Other Town Activities	10,500				7,536.98
Operating	1,491,469				754,695.97
Public Safety	104,762				69,105.74
Tax Income/Individuals	319,152				23,197.91
Proffers		200,112			200,112.36
Prior Years/Town Surplus		197,808			
<b>TOTAL REVENUE</b>	<b>3,161,445</b>	<b>397,920</b>		<b>Total Revenue</b>	<b>1,251,687.49</b>
				<b>to date</b>	



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TO: Town of Haymarket Town Council  
SUBJECT: Enter into Closed Session  
DATE: 02/04/13

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The Virginia State Code allows for government entities to enter into closed session discussions for specific purposes outlined in VA §2.2-3711. The Haymarket Town Council will enter into closed session discussions this evening for the following purpose:

A.

1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals, namely the Town Manager Position

3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, namely lease negotiations with White Oak School, Xcellent Technology Solutions, Daytime Playtime, and Street Scape property acquisitions.



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TO: Town of Haymarket Town Council  
SUBJECT: Certification of the Closed Session  
DATE: 02/04/13

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§ 2.2-3712. Closed meetings procedures; certification of proceedings.

Certification: To the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.