



Town of Haymarket  
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**Thomas Britt**  
**Town Planner**

## MEMORANDUM

TO: Architectural Review Board  
FROM: Thomas Britt, Town Planner  
DATE: April 9, 2025  
SUBJECT: Discussion Item, Revisions to ARB Guidelines

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### Background:

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

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

The sections provided for review in this meeting include:

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

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

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

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