



ARCHITECTURAL REVIEW BOARD MEETING

Wednesday, March 18, 2026 at 7:00 PM

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

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

MINUTES

I. CALL TO ORDER

Chairman Luersen called the Meeting to Order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

Chairman Luersen led everyone in the Pledge of Allegiance.

III. CITIZENS TIME

There were no citizens present during Citizens Time.

IV. MINUTE APPROVAL

Upon motion of Board Member Mason, seconded by Vice Chair Barben, the meeting minutes from August 20, 2025, and December 17, 2025, were approved as presented.

1. Architectural Review Board-Regular Meeting: August 20, 2025
2. Architectural Review Board-Regular Meeting: December 17, 2025

V. AGENDA ITEMS

1. ZP #2026-003 15013 Gossom Manor Pl., Installation of Roof Mounted Solar Panels

Town Planner Lydia Schauss presented the application for 15013 Gossom Manor for the installation of 27 roof-mounted solar panels. She stated they will be flush with the roofing, featuring triple black panels with black frames, black back sheets, and black cells. All of this complies with the zoning ordinance and the HOA as well. NOVA Solar appeared via Zoom.

Chairman Luersen asked where the power box would be located and what size it would be. NOVA Solar confirmed it would be on the side of the home next to the utility meter, and it's roughly the size of a shoe box. There was further discussion about the wind speed and what restrictions there were to location of solar panels.

The Town Manager clarified the Town must follow state statutes on solar panels. Vice Chair Barben stated there's nothing in our current guidelines addressing solar panels. Our Town Manager added we need to update our Guidelines to align with the zoning ordinance text that was added.

**Motion made by Board Member Mason, Seconded by Vice Chairman Barben.
Voting Yea: Chairman Luersen**

2. ZP #2026-008 6515 Crossroads Village Blvd, Installation of Roof Mounted Solar Panels

Town Planner Lydia Schauss presented the application for 6515 Crossroads Village Boulevard, also known as Kiddie Academy. She shared Fusion Solar Services will be installing a 48-panel roof-mounted solar panels in addition to a universal wall charger for an electric vehicle as well. The 48 panels will also be triple black and will use micro inverters to be hidden under the solar modules. The Town Planner shared Lumina Solar, also known as Fusion Solar Services, was attending via Zoom to answer any questions.

Chairman Luersen inquired about the wall-mount charger and its impact on the site plan. The Town planner said it was already accounted for by the County when they submitted their site plan and got their building permit.

Vice Chair Barben asked about the Tesla charging station. The Town Planner stated it will be mounted to the light pole and will not be a standalone structure. Fusion Solar confirmed it will not be the size you see at Sheetz, but a shoebox sized charger with a loft. There will be a cord to plug in, connected to an outlet. There was further discussion about the charger and its connection.

Vice Chair Barben asked about the likelihood of someone driving off while the charger is still plugged in. Fusion Solar stated that, due to safety features, a vehicle cannot be driven away while it is still plugged in. They also clarified it is being installed for personal use by the owner, and the owner is responsible for any charges associated with its use. There was further discussion about the mounting and appearance of the charger. Fusion Solar concluded the discussion that it is a small, shoebox size tesla charger, hardwired into an outlet that backfeeds to their electrical panel, with a cable that plugs into the vehicle.

**Motion made by Board Member Mason, Seconded by Vice Chairman Barben.
Voting Yea: Chairman Luersen**

VI. OLD BUSINESS

Town Planner Schauss shared that Kiddie Academy is now open for enrollment. She also shared that Arts Vango opened in the Town Museum and had its ribbon-cutting this past Saturday.

Another old business item, Chick-fil-A will be starting construction for their drive-thru expansion on or about July 11 and is expected to go on until July 26. The Chick-fil-A will remain open for walk-in and dine-in.

The Crossroads Village Center hotel and retail have a special use permit for about 6 stories, and we just received a preliminary for the retail proposing 2 stories for now. We have yet to see new plans for the hotel. The retail is expected to come before the hotel.

The Town Park is in the next stage of RFPs.

Finally, the Town Planner shared that the Dominic property on Washington and St. Paul Drive will be submitting a rendering for a new building. The Town Manager clarified they have held only pre application meetings and expects within the next few months to see a site plan come in.

That concludes old business.

VII. NEW BUSINESS

The Town Planner shared that, after discussions with the Council and Commissioners, there will be a comprehensive review of the zoning ordinance, along with efforts to advance the Comprehensive Plan. She and the Town Manager will be working together to update definitions, accurately zone and

accommodate incoming businesses, signs, and murals, and ensure that everything matches the master plan we have around town.

Board Member Mason asked about the top priorities in the Strategic Plan. The Town Manager stated the first of the top three main items is the Town Hall site plan, including final buildout of the exterior, which also adds a right turn only lane off of Jefferson Street onto Washington Street, completion of our sidewalk on Jefferson, stormwater management work on site, paving and traffic flow. The second item is the design and completion of the Town Park plan, which we are in the RFP phase. The third item is the Comprehensive Plan.

The Town Planner shared an additional new business item is the EPA grant we got through the County, noting the Town is making the next steps toward that. Letters have recently been sent to residents and business owners requesting permission for surveyors to enter onto the property. This project will go from Somerset Village, up Jefferson, continuing along Washington Street in front of our property, and to Robinson's Paradise.

Chairman Luersen inquired about violations. The Town Planner stated she has been having an officer or maintenance vehicle take her bi-weekly to do zoning violations.

There was discussion and clarification about the blight ordinance.

There was further discussion about the guidelines and what needs to be updated to make things easier for everyone.

VIII. PLANNING COMMISSION UPDATES

The Planning Commission Liaison was not present. The Town Planner stated at the last Planning Commission Meeting that Graystone Developers, who are looking to rezone the QBE property and the schoolhouse building, had resubmitted changes.

The largest change since the previous discussion and public hearing is that the "cookies and cream" building will be staying where it is, and the stack of four townhomes will be moved to the front of Washington Street, not in front of the school. They've also included a pedestrian crossing from Greenhill Crossing to the property and are requesting flashing lights and signage, subject to VDOT approval.

Additionally, the homes on the backend towards Alexandra's Keep will be facing outwards towards Alexandra's Keep so the garages line up. They have also applied for a landscape waiver between what is still zone B-1 and the commercial property on the County line. They are asking for a waiver because there is not enough space for the required buffering. We are requesting a secondary fence line to help with noise.

They are also requesting to put some parking in front of the building.

The Planning Commission is required to provide an approval or denial by April 20 which is 90 days from the initial Public Hearing. The next meeting is on April 14.

The Town Manager said they discussed the CIP to the Planning Commission. It was recommended to consider including sidewalks that are underimproved, and we would take to Council those parts that are not connected.

IX. TOWN COUNCIL UPDATES

Chairman Luersen gave the Town Council updates. He shared that the strategic plan was adopted and that several policies are being reviewed, such as the investment policy, training & travel policy and AI policy. The primary focus right now is on budget season. We will have a busy work session for anybody who is interested. It will be held on March 30 with a line-by-line discussion of the Town budget.

We will have a busy work session; for anybody who is interested, March 30 is the line-by-line discussion.

The Town Planner shared that April 12 is the first Farmers Market of the season.

Due to a scheduling conflict with both clerks attending a Clerk Conference, the April ARB meeting was rescheduled to April 22.

X. ADJOURNMENT

With no further business before the Architectural Review Board; Vice Chair Barben moved to adjourn the meeting at 8:15 pm, seconded by Board Member Mason.