



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Memorandum

To: Planning Commission
From: Emily L. Kyriazi, Town Manager
Re: Chick-fil-a Site Plan, Drive-thru Expansion, per the Approved Special Use Permit

Background: Chick-fil-a filed for a Special Use Permit to expand the existing drive thru to add an additional lane. The Special Use Permit was approved by the Town Council in Spring of 2025. Subsequently the applicant submitted the site plan for the proposed improvements. The site plan has been in review by the Zoning Administrator and the Town Engineer.

Per the Town Engineer – “Per your request, I have reviewed the second submission of the Chick-fil-A Site Plan Amendment. I used the Haymarket Zoning and Subdivision Ordinance, Site Plan Checklist, Town Code, approved Quarles/Chick-fil-A plans and first submission comment response letter to review this plan. The applicant is working to address the remaining minor outstanding comments to the satisfaction of Staff. Therefore, due to the minor nature of the outstanding comments, I recommend conditional approval of the plan contingent upon coordination with staff on the remaining comments.”

As stated by the Town Engineer, the applicant is addressing minor comments on the site plan at this time. Due to the nature of the comments, Town Staff recommends the conditional approval of the site plan at the December 9th meeting. Following conditional approval, the applicant will work directly with the Zoning Administrator and the Town Engineer to finalize the comments and give the final approval. Following the approval process the applicant will submit the appropriate deeds, plats, bond agreements and bonds. Once all documents are submitted and approved the applicant will start the construction phase, to include pre-construction meetings with Town Staff.

Draft Motion: I move the Planning Commission conditionally approve the Chick-fil-a site plan to expand the existing drive-thru lanes. The expansion will include an additional lane on site, with modified parking and curbing on the adjoining property as noted in the site plan. All comments from the Town Staff shall be addressed in full prior to the approval of the site plan and signature by the Zoning Administrator.

Or alternate motion.