



TOWN OF HAYMARKET PLANNING COMMISSION
REGULAR MEETING
~ MINUTES ~

Emily Kyriazi, Town Planner
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100
 Haymarket, VA 20169

Monday, October 16, 2023

7:00 PM

Council Chambers

A Regular Meeting of the Planning Commission of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 7:00 PM.

Chairman Robert Hallet called the meeting to order.

I. Call To Order

Chairman Robert Hallet: Present, Vice Chairman Alexander Beyene: Present, Commissioner Jerome Gonzalez: Present, Commissioner Pankaj Singla: Present, Commissioner Walt Young: Present.

II. Pledge of Allegiance

Chairman Rob Hallet asked everyone to stand for the Pledge of Allegiance.

III. Citizen's Time

Chairman Hallet opened the floor for citizens wishing to address the Planning Commission during Citizens Time. There were no citizens present at this meeting.

IV. Minute Approval

1. Planning Commission - Public Hearing/Regular Meeting - Sep 18, 2023 7:00 PM
Councilmember Beyene moved to approve the minutes from the Planning Commission regular meeting for September 18, 2023. Commissioner Gonzalez seconded the motion. The motion carried.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Alexander Beyene, Vice Chairman
SECONDER:	Jerome Gonzalez, Commissioner
AYES:	Hallet, Beyene, Gonzalez, Singla, Young

V. Agenda Items

1. Final Site Plan- Lifetime Smiles: 15234 Washington Street

Town Planner Thomas Britt provided a short context and a brief update on the application for Lifetime Smiles final site plan review. He stated that the property is part of the Quarles property located at 15234 Washington Street. He introduced the owners and the engineers that is representing the owners. Mr. Britt invited both the property owners and the engineers to the podium to provide additional information. Mr. Robert Grimes from Scott Long Construction shared the date when the plans were submitted for review but had to be resubmitted. He shared that time has been lost because of the re-submission and that the firm is trying to expedite the process for the owners. He continued to state that the dentist has a lease that's running out in April 2024 and needs to have the building ready for occupancy then. He is asking for at least a conditional approval so that they can proceed to the County for permitting. A representative for J2 engineering asked for any questions regarding the site plan. Town Manager Emily Kyriazi shared that the plans that were submitted was a preliminary plan and staff is working with the engineers on that plan. She stated that the Town's Engineer just received the final plan last month. Mrs. Kyriazi gave an opportunity for the representative from J2 to comment on the remarks from the Town's engineer. Discussion followed on the timing of the final plan submission and for commenting from the Town Engineer. Mrs. Kyriazi stated that she recommends J2 Engineering submit the plans by the beginning of the next week so that the review period can start with a possibility of a conditional approval. Mrs. Kyriazi also shared that the November meeting schedule falls on Thanksgiving week and recommended that the Planning Commission move the meeting up one week to help get the process moving along. Town Manager Kyriazi asked if the Planning Commission had any concerns or questions on the

site plan that was presented. A short discussion followed on the plans regarding connections of parcels. The Planning Commission agreed to move the meeting to Monday, November 13th. Mrs. Kyriazi encouraged the engineer to stay in communication with staff so that this subject can be addressed in a timely manner for possible conditional approval.

VI. Old Business

Town Planner Thomas Britt gave a brief update on Old Business items. He shared that the Kiddie Academy site plan has been signed and will be going to pre-construction meeting within the next few weeks. He also shared that he has been working on the Comprehensive Plan and will be presenting various updates as well as possible zoning text amendment updates that has been addressed by the Town's engineer.

Chairman Hallet polled the Planning Commission about the subject of having a non-voting member as part of the Commission. Councilmember Beyene asked Town Clerk Henry on the results she received from other localities on the subject. Ms. Henry shared that she did not find any locality having a non voting member on any of their boards. The Planning Commission discussed the subject in detail. There was a consensus of the Planning Commission to not have a non voting member serve on the Planning Commission.

The Commission asked Town Planner Thomas Britt on an update on the progress of the Planet Fitness. Mr. Britt shared that there is a new contractor and that construction has begun but did not have any open dates to share.

VII. New Business

Town Planner Thomas Britt did not have any updates for New Business.

VIII. Architectural Review Board Update

Chairman Hallet gave the Architectural Review Board update. He stated that the Board will be considering a demolition permit application for the Town Park building. Mr. Hallet gave the floor to Town Manager Kyriazi for a full explanation regarding the subject. Mrs. Kyriazi shared that the Town Council and staff have been considering the building and had been working on the possibility of renovations and how the Town could use the building for the community. She stated that after further investigation on the condition and safety of the building, the Town Council voted to have the building demolished. She shared that this was a year long process. Mrs. Kyriazi shared that she and Mr. Britt will be bringing the demo permit application before the ARB at their next meeting.

Town Planner Thomas Britt shared that he will be bringing the ARB Guidelines that need to be considered on the Planning Commission level.

IX. Town Council Update

Councilmember Beyene shared that the Town Council appointed Matt Gallagher to the Council after the resignation of David Leake in September. Mr. Beyene also shared the plans for the Christmas and Holiday event with the purchase of a new tree. He gave the floor to Town Manager Kyriazi to share with the Planning Commission the event and programs that the staff has planned. Mrs. Kyriazi shared that the Town Council approved the purchase of an 18 foot artificial Christmas tree for the green outside of Town Hall. She shared that the tree should serve the Town a better part of 10 years. She shared that the Christmas event is scheduled for Saturday, December 9th. She also shared information on the upcoming Haymarket Day scheduled for Saturday, October 21st. She stated that the parade will kick off the event at 10 am and that the event will have approximately 250 vendors. Mrs. Kyriazi stated that staff could use any help from Planning Commission members willing to help.

X. Adjournment

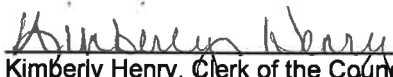
With no further business before the Planning Commission, Commissioner Singla moved to adjourn with a second by Councilmember Beyene. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Pankaj Singla, Commissioner
SECONDER:	Alexander Beyene, Vice Chairman
AYES:	Hallet, Beyene, Gonzalez, Singla, Young

Submitted:

Approved:



Kimberly Henry, Clerk of the Council



Rob Hallet, Chairperson

