



TOWN OF HAYMARKET PLANNING COMMISSION
PUBLIC HEARING/REGULAR MEETING
~ AGENDA ~

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

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, May 15, 2023

7:00 PM

Council Chambers

I. Call To Order

II. Pledge of Allegiance

III. Public Hearing

1. Public Notice
2. Public Comment
3. Close Public Hearing

IV. Citizen's Time

V. Minute Approval

1. Planning Commission - Regular Meeting - Apr 17, 2023 7:00 PM

VI. Agenda Items

1. Consideration of Comprehensive Plan Amendment
2. Soil Erosion Map Update
3. Land Use Chart

VII. Old Business

VIII. New Business

IX. Architectural Review Board Updates

X. Town Council Updates

XI. Adjournment

**TOWN OF HAYMARKET
NOTICE OF PUBLIC HEARING
FOR GENERAL CIRCULATION**

Notice is hereby given that the Planning Commission of the Town of Haymarket will hold a Public Hearing on Monday, May 15, 2023 at 7:00 P.M. in the Haymarket Town Hall located at 15000 Washington Street, Suite 100, Haymarket, Virginia, to consider the adoption of general and comprehensive amendments to the Town Comprehensive Plan. The proposed amendments include updating the description and mitigation of potential erosion hazards.

The Comprehensive Plan draft is available on the Town's website (www.townofhaymarket.org) and for review at Town Hall located at 15000 Washington Street, between the hours of 9:00 A.M. and 4:00 P.M. Monday – Friday, phone 703-753-2600. All meetings are open to the public. The Town of Haymarket does not discriminate on the basis of disability in admission or access to its programs and activities. The location of this public hearing is believed to be accessible to persons with disabilities. Any person with questions on the accessibility of the facility should contact the Town Clerk at the above address or by telephone at the above number.

If you wish to comment but cannot attend the public hearing, please send your comments to the Clerk of the Council, Kim Henry, by May 15, 2023 at 4:30pm, via email khenry@townofhaymarket.org or via mail, 15000 Washington Street, Ste. 100, Haymarket, VA 20169.



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, April 17, 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 Alexander Beyene called the meeting to order.

I. Call To Order

Commissioner Robert Hallet: Present, Chairman Alexander Beyene: Present, Commissioner Sandy Freeman: Absent, Commissioner Jerome Gonzalez: Present.

II. Pledge of Allegiance

Chairperson Alexander Beyene invited everyone to stand for the Pledge of Allegiance.

III. Oath of Office for New Planning Commisison Member

Town Clerk Kim Henry gave the Oath of Office to Jerome Gonzalez. The Town Council appointed Mr. Gonzalez to the Planning Commission at their April 10, 2023 Regular Monthly Meeting. Mr. Gonzalez filled the vacancy seat of Bob Chrisman. His term will expire on June 30, 2025.

IV. Citizens Time

Mayor Luersen addressed the Planning Commission welcoming Mr. Gonzalez to the Planning Commission and presented me a Certificate of Office. There were no other citizens present at this evening's meeting.

V. Minute Approval

1. Planning Commission - Regular Meeting - Mar 20, 2023 7:00 PM

Commissioner Hallet moved to approve the minutes from the March 20,2023 Planning Commission meeting. Commissioner Gonzalez seconded the motion The motion carried.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Robert Hallet, Commissioner
SECONDER:	Jerome Gonzalez, Commissioner
AYES:	Robert Hallet, Alexander Beyene, Jerome Gonzalez
ABSENT:	Sandy Freeman

VI. Agenda Items

A. Capital Improvements Plan Revision

Town Manager Emily Kyriazi asked if the Capital Improvement Plan could be moved up in the agenda before the Comprehensive Plan Amendment. There was a consensus of the Commission to move the agenda up.

Mrs. Kyriazi introduced Town Treasurer Roberto Gonzalez to the Planning Commission. Mrs. Kyriazi presented the draft CIP which is a 5 year snapshot brought to the Planning Commission for review, make any edits and provide a recommendation to the Town Council during budget season. Mrs. Kyriazi gave the floor to Mr. Gonzalez who will talk about the availability of funds for the next fiscal year and where it is being pulled from. Mr. Gonzalez shared that the park sidewalk project and the Town Centre Master Plan are the two projects that will be part of next years budget. He stated that the Town Centre Master plan has been an ongoing project since 2015. He gave a brief description of the plan and the cost of the project. He shared that the project for the Town Centre will be a hefty cost. He also shared that the Town received American Rescue Plan Act (ARPA) funds and will be using that funding for the Park sidewalk.

Minutes Acceptance: Minutes of Apr 17, 2023 7:00 PM (Minute Approval)

He shared that this project would be at no cost to the citizen. He shared that he presented a lower tax rate for the FY24 budget. He also shared information regarding the fleet replacement of the Police vehicles.

At this time, Mrs. Kyriazi went over the line items of the CIP. She provided information on how the projects could be funded. She shared information on the stamped concrete sidewalk in front of the Haymarket Hotel for an example as to what is being used and what will be used going forward. She changed the item from sidewalk repair to sidewalk replacement and repair program. Mrs. Kyriazi gave information about the street light maintenance program. She asked if the Planning Commission had any other projects or ideas for the Washington Street corridor. There was a discussion regarding the funding. Mrs. Kyriazi shared that the funding for the coming year will be focusing on the Town Park sidewalk project. There was a suggestion and discussion on shade trees along Washington Street.

Mrs. Kyriazi spoke on the Town Centre Master Plan. She shared that the staff received final comments from the Town Engineer and that an approved site plan will be provided within a couple of months for staff to proceed with obtaining DEQ permit and putting the job out to bid. She also shared information on the Jefferson Street turn lane and details on the Town Centre. Mrs. Kyriazi shared that the Town Council has been discussing the Haymarket Town Park and the Park Building. She stated that she would like to leave this item open ended for right now.

Mrs. Kyriazi addressed the Town Hall Signage. She stated that the signs above the Town Hall door and Police Department is still being funded in this years budget. She stated that the design has been approved through the Architectural Review Board. She shared that staff is gathering price comparisons in order to move forward. She continued with the subject of the Gateway sign project. She shared that the Town has wanted to install Gateway signs at each entrance point into Town. She provided additional information regarding the signs including designs, materials and placement and where it falls on the Council's priority list. She continued down the CIP list with the quiet zone implementation. She stated that she will be leaving it on the list but moving it further out on future budgets. She gave an update on the police vehicle replacement program. She shared that Chief Sibert was working on a phased approach so that all the vehicles are not needing to be replaced at one time. A short discussion followed on the police vehicle replacement program. There was also a discussion on the staff establishing an asset management plan.

Lastly, Mrs. Kyriazi addressed the Town Museum. She stated that the Museum is not currently opened for a true historic museum. She shared that the staff is working on getting everything cleaned up so that the Town can offer the space for rent for Community functions such as HOA meetings. She also shared that the caboose is in desperate need of beautification. She shared that staff is currently working at getting an RFP ready for bids for painting all exterior structures that the Town owns, including the caboose.

Mrs. Kyriazi asked for Planning Commission input on ideas or suggested projects for staff to submit to the Town Council. There was a short discussion on safe pedestrian crosswalks and a possibility of converting the museum into a children's museum.

1. CIP Working Document

B. Comprehensive Plan Amendments

Town Planner Thomas Britt shared that one his goals for the year is to overhaul the Comprehensive Plan and make sure there is updates on vision that the Town has. He shared that included in updating the Comp Plan was to meet requirements from outside agencies that the Town needs to fulfill. He stated that an example of that is the narrative about erosion hazards in the Town that has been passed down through the Chesapeake Bay Preservation Act. He provided language of how it could affect developments and recommendations that the Town can do to mitigate the negative affects of the erosion. Mr. Britt also provided a map showing the possible erosion areas. A discussion followed. Commissioner Gonzalez offered his help to Mr. Britt on the Comprehensive Plan.

There was a directive for staff to proceed with a public notice.

1. Chesapeake Bay Preservation Act Requirements

VII. Old Business

Town Planner Thomas Britt shared that he and Town Manager Emily Kyriazi have a meeting scheduled with the representatives from VDOT to discuss the new traffic light and intersection at Crossroads Village Center. He also shared that the first submission for the 11 townhomes on Bleight Drive is being reviewed and waiting comments. He also shared that the Town Engineer has given approval on the final site plan submission for the Town Center Master Plan. He also shared that he has started giving construction release for the town homes in Crossroads Village. Lastly, Mr. Britt shared that he would be signing the Masonic Lodge site plans in the near future.

VIII. New Business

Town Planner Thomas Britt shared that the Kidde Academy elevation plans will be before the Architectural Review Board at their next meeting. He stated that he hopes to be bringing their site plans before the Planning Commission by the next Planning Commission meeting. He also shared that he will be bringing updates on the soil erosion map.

IX. ARB Updates

Commissioner Rob Hallet shared that there has not been a meeting since the Planning Commission met last. He stated that the ARB will have their next meeting on April 19th.

X. Town Council Updates

Chairperson Beyene gave the Town Council updates. He shared that the Council is working on the FY24 proposed budget. He also shared that he addressed the potential of meeting the 3500 population threshold and questioned what is allowed in certain zoning districts. A discussion followed. Town Manager Emily Kyriazi suggested that the Planning Commission review the zoning districts and address those that may be of concern. There was also a discussion on a rezoning request of a piece of parcel currently in C-1 to R-3. Mrs. Kyriazi shared that she is meeting the Gainesville District Supervisor to discuss the parcel in depth. The Commission talked in depth about the Census and the Town reaching the threshold of 3500 in population and the responsibilities.

Town Manager Emily Kyriazi shared information on the upcoming Farmer's Market. There was a short discussion regarding vendors and the possibility of more space once the Town Centre Master Plan was finished.

XI. Adjournment

With no further business before the Planning Commission, Commissioner Hallet moved to adjourn with a second from Commissioner Gonzalez. The motion carried.

1. Motion to Adjourn

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Robert Hallet, Commissioner
SECONDER:	Jerome Gonzalez, Commissioner
AYES:	Robert Hallet, Alexander Beyene, Jerome Gonzalez
ABSENT:	Sandy Freeman

Submitted:

Approved:

Kimberly Henry, Clerk of the Council

Alexander Beyene, Chairperson

Minutes Acceptance: Minutes of Apr 17, 2023 7:00 PM (Minute Approval)



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

Thomas Britt
Town Planner

MEMORANDUM

TO: Planning Commission
FROM: Thomas Britt, Town Planner
DATE: May 9, 2023
SUBJECT: Comprehensive Plan Appendix Update

Background: As part of the Virginia DEQ's external review of the Town of Haymarket's compliance with required CBPA items, the DEQ recommended in January 2022 that the Town add a brief narrative to the existing potential soil hazards map found in the appendix of the Haymarket comprehensive plan. This narrative would provide more context for the potential soil hazards in Haymarket.

Thomas Britt, the town planner for Haymarket, has written an updated narrative for the potential erosion hazards map. A public hearing for this narrative update will be held on the May 15th Planning Commission meeting.

Response: The town planner recommends the planning commission approve Resolution #2023-006

Sensitive Soils

Soils are perhaps the most important, and at the same time, most constraining of all the Town's natural resource. The parent material of a soil, the climate of a region, the location of surface and groundwater resources, and the slope of a land area, all of which are out of the control of human beings, will determine the soil's fertility, shrink-swell potential, permeability, erodibility, etc. These characteristics are only a few of which may affect the type of land use permitted on an individual soil. Soil characteristics will determine whether an area is appropriate for agriculture, for septic fields, or for foundations or roads. Good management of these soil characteristics will help maintain a clean water source and will provide areas to recharge groundwater. However, poor management of these soils will choke local waterways with silt and sediments and result in the erosion of valuable topsoil as well as spoil the lands cape.

As referenced in the Town's Chesapeake Bay Preservation Ordinance, soil characteristics which are considered RMA features include highly erodible soils and highly permeable soils.

According to the Soil Survey of Prince William County, Virginia, there are no highly permeable soils within the Town of Haymarket.

Figure 13 on the next page presents a map of soil erosion hazards for the Town of Haymarket. 67 percent of the Town's land area has severe erosion hazards if proper management during construction is not observed. Most of the Town's residential and commercial development sites are located within areas that have severe potential for erosion hazards. Soils with moderate risk of erosion are primarily located within and near the mapped RPA buffer adjacent to North Fork Broad Run. Outside of the North Fork Broad Run, there is a mix of soil with moderate and severe risk of erosion.

If future development is to be approved within areas with moderate-to-severe potential for soil erosion, permitted construction must be properly managed to prevent the impacts of soil erosion to water quality. Erosion and Sediment Control inspections for approved development must ensure that strict E/S controls are consistently required and applied in order to keep effective soil erosion management a high priority. The Town should carry out soils surveys on RMA lands and all remaining empty parcels to assess existing soil conditions, so that all approved land

disturbing activities shown on submitted site plans adequately address current conditions and all known onsite erosion hazards.

Other characteristics that may impact the suitability of proposed development are hydric soils, shrink-swell soils, degrees of wetness and flooding, depth-to-bedrock, and the presence of high water tables. These characteristics will determine if a site is suitable for a single family or commercial development, and whether or not a property can support an on-site septic system. There are no identified hydric soils within the Town. Soils that have a moderate shrink-swell potential include Calverton Silt Loam and the Sudley-Oatlands Complex, while soils with high shrink-swell potential include Dulles Silt Loam and Sycoline-Kelly Complex. Shrink-swell soils shrink when dry and expand when wet. Shrinking and swelling can damage roads, dams, building foundations, and other structures. A moderate-to-high shrink-swell potential may require significant precautions or preclude certain development on a given soil altogether.



CONSIDERATION OF AN AMENDMENT TO THE TOWN OF HAYMARKET, VIRGINIA, COMPREHENSIVE PLAN

RESOLUTION #2023-006

WHEREAS, in furtherance of the purposes of the Comprehensive Plan as set out in §15.2-2223_of the Code of Virginia, the Town Council directed that the Planning Commission review and edit the Town of Haymarket Comprehensive Plan; and

WHEREAS, the Department of Environmental Quality reviewed the current Comp Plan and provided required edits regarding sediment and erosion as set out in Title 9, Agency 25, Chapter 8302-170 (1) (B) of the Code of Virginia; and

WHEREAS, the Planning Commission held a public hearing on Monday, May 15, 2023 to hear citizens comments on the required language to the Appendix of the Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED that the Town of Haymarket Planning Commission adopt the required language from the Department of Environmental Quality regarding sediment and erosion to the Town of Haymarket Comprehensive Plan.

Done this 15th day of May 2023

ATTEST:

Kimberly Henry, Town Clerk

Ayes:
Nays:
Absent:
Abstain:

Attachment: Draft RES 2023-006 Planning Commission_ (6142 : Consideration of Comprehensive Plan Amendment)



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

Thomas Britt
Town Planner

MEMORANDUM

TO: Planning Commission
 FROM: Thomas Britt, Town Planner
 DATE: May 5th, 2023
 SUBJECT: Comprehensive Plan Update

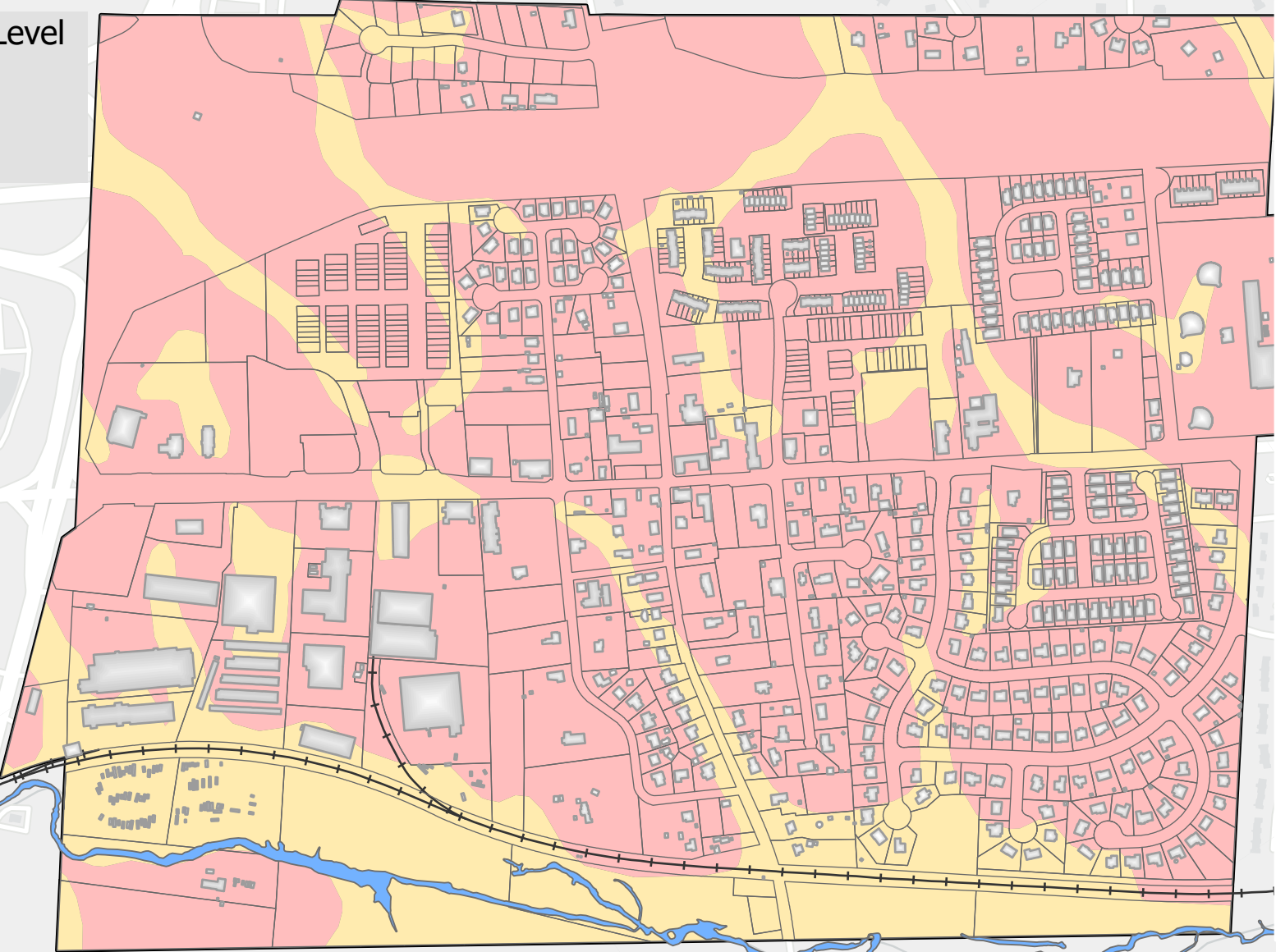
Background: As part of the Virginia DEQ's external review of the Town of Haymarket's compliance with required CBPA items, the DEQ recommended in January 2022 that the Town add a brief narrative to the existing potential soil hazards map found in the appendix of the Haymarket comprehensive plan. This narrative would provide more context for the potential soil hazards in Haymarket. Additionally, the Potential Erosion Hazards map required an update as the information hadn't been updated in a few years. Thomas Britt, the town planner for Haymarket, has written an updated narrative for the potential erosion hazards map and provided a map

Response: The town planner recommends the planning commission move to hold a public hearing for the adoption of the new soil hazards map in the Town Comprehensive Plan.

Potential Soil Erosion Hazards in Haymarket

Potential Erosion Hazard Level

- Moderate Potential Erosion
- Severe Potential Erosion

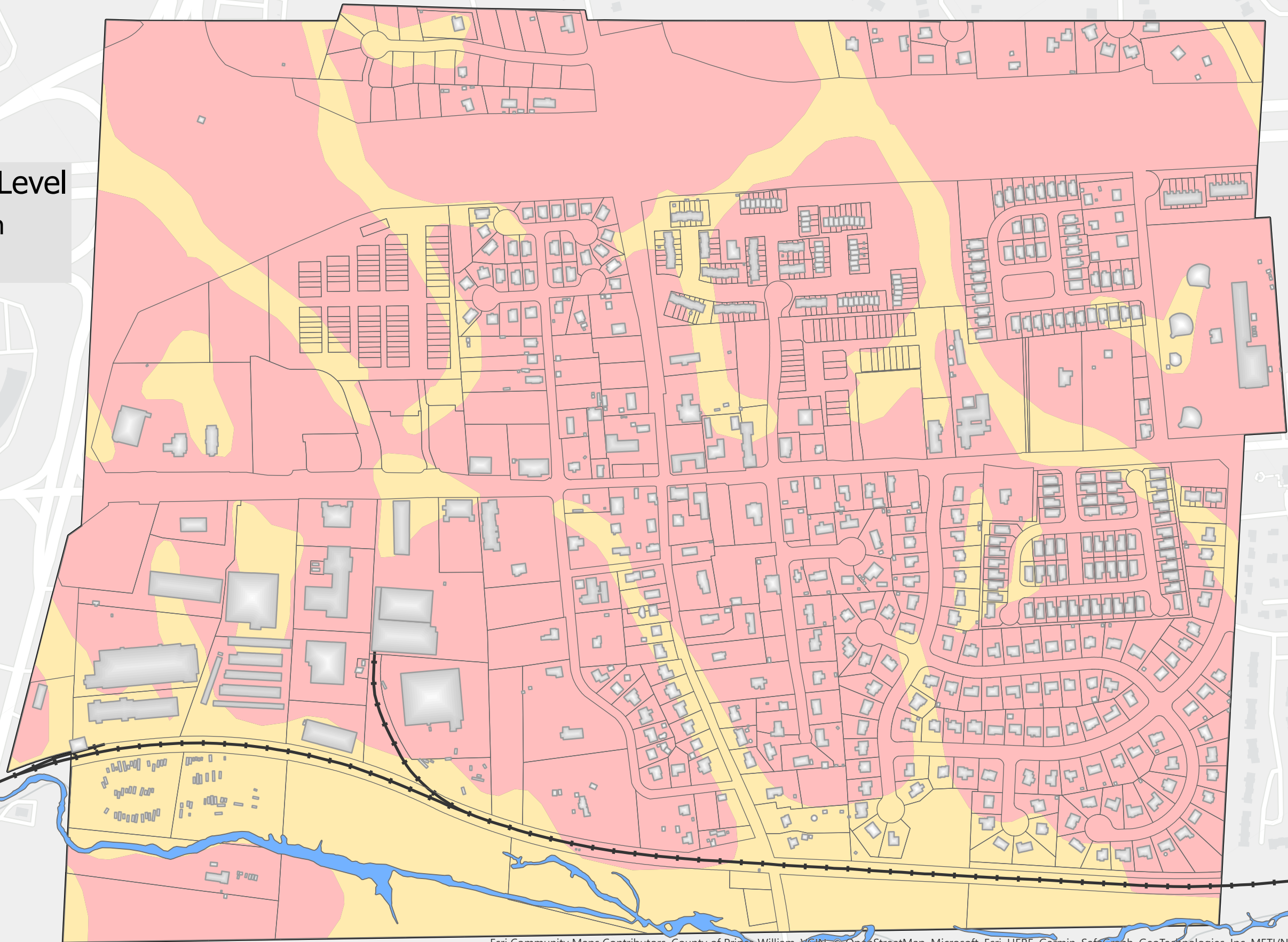


Attachment: 02 Haymarket Potential Erosion Hazard Map Draft 2 (6143 : Soil Erosion Map Update)

Potential Soil Erosion Hazards in Haymarket

Potential Erosion Hazard Level

- Moderate Potential Erosion
- Severe Potential Erosion



Attachment: 03 Haymarket Potential Erosion Hazards Map Draft 3 (6143 : Soil Erosion Map Update)



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

Thomas Britt
Town Planner

MEMORANDUM

TO: Planning Commission
FROM: Thomas Britt, Town Planner
DATE: May 5th, 2023
SUBJECT: Land Use Chart in Haymarket

Background: In the April 17th Planning Commission Meeting, the Planning Commission requested Town Staff to provide a list of the permitted land uses in each zoning district in Haymarket. The Town Planner has provided the list of land uses from the zoning ordinance for the Planning Commission and Town Staff to discuss.

Attachment: 01 Land Use Chart Memo (6140 : Land Use Chart)

	Use	Zoning Districts							Additional Requirements
		R-1	R-2	B-1	B-2	I-1	T-C	C-1	
Civic	Club	S	S	P	P				Sec 58-21.2(c)
	Education Facility, primary/secondary	S	S	P	P		P		
	Education Facility, college/university			S	S				
	Emergency shelter			S	S				
	Outdoor gathering			S	S				
	Parking facility	S	S	S	P	P	P		Sec 58-21.5(b)
	Public Assembly			S	S	S	P		
	Public maintenance and service facility				S	P			Sec. 58-21.1(a)
	Recycling center					P			
	Recreation Facility, public	S	S	S	P	P	P		Sec. 58-21.1(b)
	Shelter			P	P	P			
	Utility service, major					S			
Utility service, minor	P	P	P	P	P	P	S		
Commercial	Assisted Living Facility						P		
	Automobile rental/leasing				P	P			
	Bed and Breakfast	S	S	P	P		P		
	Brewery, Microbrewery			P	P	P			
	Car wash				S	P			Sec 58-21.2(b)
	Commercial, Catering			P	P	P	P		
	Commercial, Entertainment				P	P	S		
	Commercial, Recreation				P	P	S		Sec 58-21.2(d)
	Commercial, Vehicle Service Repair				S	P	S		Sec 58-21.2(a)
	Commercial, heavy equipment repair service					P	S		
Commercial	Continuing Care Facility	S		S	P		P		
	Custom Manufacturing			S	S	P			
	Retail, Construction					P			Sec 58-21.2(e)
	Construction Yard					S			

P -- By Right
S -- Special Use

Attachment: Available Uses per the Zoning Ordinance (6140 : Land Use Chart)

	Daycare Center			P	P		P		Sec 58-21.2(f)
	Dog Day Care Center			S	S		S		Sec 58-21.2(g)
	Equipment Sales and Rental				S	P			
	Family Day Home	P	P				P		
	Financial Institution			P	P		S		Sec 58-21.2(j)
	Funeral Home			S	S	S			Sec 58-21.2(k)
	Garden Center					S	S	S	
	Gasoline Station				S	S			Sec 58-21.2(l)
	Greenhouse, commercial						P	p	
	Guidance Services				P		P		
	Halfway House	S	S	S	P		P		
	Home Occupation, Class A	P	P				P		Sec 58-21.2(m)
	Home Occupation, Class B		S				S		Sec 58-21.2(m)
	Hotel			P	P		S		Sec 58-21.2(o)
	Kennel			S	S	S	S		
	Laundry Services			S	P	P	S		
	Marijuana Establishment			S	P	P			
	Microbrewery			P	P	P			
Commercial	Mini-warehouse						P		
	Office, general			P	P		P		
	Office, medical			P	P		P		Sec 58-21.2(p)
	Pawn Shop				P				Sec 58-21.2(q)
	Personal Services			P	P	P	P		
	Restaurant, carryout/quick service			P	P	P	P		
	Restaurant, drive-in/drive through			S	S	P			Sec 58-21.2(h)
	Restaurant, General			P	P	P	P		
	Restaurant, Mobile Food Unit			P	P	P	P		Sec 58-21.2(r)
	Retail Use, General			P	P	P	P		Sec 58-21.2(s)
	Retail, automobile parts/supply				P	P			
Retail, Convenience			P	P		P			
Retail, Drug			P			P			

Attachment: Available Uses per the Zoning Ordinance (6140 : Land Use Chart)

P -- By Right
S -- Special Use

	Retail, Grocery			P	P	P	P		Sec 58-21.2(v)
	Retail, Liquor			S	P				Sec 58-21.2(w)
	Shooting range, indoor					P			Sec 58-21.2(t)
	Studio, fine arts			P	P	P	P		
	Veterinary Hospital/Clinic			P	P	P	S		
Residential	Accessory Apartment	P	P	p			P		
	Dwelling, Multifamily		P		S		P		
	Dwelling, Townhouse		P				P		
	Family Health Care Structure, temporary	P	P						Sec. 58-21.4(e)
	Group Home	P	P				P		
	Single Family, detached	P	P						
Miscellaneous	Amateur Radio Antenna	P	P						
	Broadcasting or Communication Tower					S			
	Garage, private	P	P						
	Greenhouse	P	P					P	
	Warehousing and distribution				S				
	Recreation Facility, private	P	P	P	P	P	P		
	Industrial, light						P		Sec. 58-21.3(a)
	Laboratory						P		
	Research and Development						P		
	Salvage and Scrap Service						S		
	Cemetery	S							Sec 58-21.5(a)

P -- By Right
S -- Special Use