



**TOWN OF HAYMARKET PLANNING COMMISSION**  
**REGULAR MEETING**  
**~ AGENDA ~**

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Tuesday, January 17, 2023

7:00 PM

Council Chambers

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**I. Call To Order**

**II. Pledge of Allegiance**

**III. Citizens Time**

**IV. Minute Approval**

1. Planning Commission - Public Hearing - Oct 17, 2022 7:00 PM

**V. Agenda Items**

1. 2023 Meeting Schedule

**VI. Old Business**

1. Comprehensive Plan Discussion

**VII. New Business**

**VIII. ARB Updates**

**IX. Town Council Updates**

**X. Adjournment**



# TOWN OF HAYMARKET PLANNING COMMISSION

## PUBLIC HEARING ~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Monday, October 17, 2022

7:00 PM

Council Chambers

A Public Hearing 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

Councilman Bob Weir: Present, Commissioner Robert Hallet: Present, Chairman Alexander Beyene: Present, Commissioner Robert Chrisman: Present, Commissioner Sandy Freeman: Present.

### II. Pledge of Allegiance

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

### III. Public Hearing

- 1. Public Notice
- 2. Citizen Comment

There were no citizens present for the public comment related to the public hearing.

- 3. Close Public Hearing

With no comment, Chairperson Beyene closed the public hearing.

### IV. Citizens Time

There were no citizens in the audience wishing to address the Planning Commission.

### V. Minute Approval

- 1. Planning Commission - Regular Meeting - Sep 19, 2022 7:00 PM  
Commissioner Hallet moved to the Planning Commission minutes from the September 19, 2022 regular monthly meeting. Commissioner Chrisman seconded the motion. The motion carried.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Robert Hallet, Commissioner
<b>SECONDER:</b>	Robert Chrisman, Commissioner
<b>AYES:</b>	Weir, Hallet, Beyene, Chrisman, Freeman

### VI. Agenda Items

- 1. Recommendation to Town Council - ZTA Amendment

Zoning Administrator Emily Kyriazi shared with the Planning Commission the subject of the ZTA amendment to include the Chesapeake Bay Preservation Act required by the State Department of Environmental Quality and how the Town reviews the plats to ensure that there is no building or additional construction within the RPA and RPM boundaries without the Town taking into consideration the other CBPA requirements. Mrs. Kyriazi asked for any questions regarding this subject prior to the vote recommending that this be sent to the Town Council. Councilmember Weir asked that staff check to make sure that the County is also following through as well.

**Councilmember Weir moved that the Planning Commission recommends the Town Council adopt the changes to the Sections 58-22.23 and 58-22.24 of the Town Zoning Ordinance. Commissioner Hallet seconded the motion. The motion carried by a roll call vote.**

Minutes Acceptance: Minutes of Oct 17, 2022 7:00 PM (Minute Approval)

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Robert Hallet, Commissioner
<b>AYES:</b>	Weir, Hallet, Beyene, Chrisman, Freeman

## VII. Old Business

Zoning Administrator Emily Kyriazi gave the most recent updates of the progress of the town home construction located in the Robinson Village development. She also gave the updates on the Robinson Paradise development located at Walter Robinson Drive just off of Jefferson Street. She shared that they have received their final site plan approval and working through the final plat approval. She stated that the demo permit request is going before the ARB at their next meeting.

Mrs. Kyriazi shared the updates at Crossroads Village Center. She stated that the two arms of the traffic signal have been installed at Costello Way and should be active early spring 2023. She also shared additional utility work will start soon. A short discussion followed on the traffic lights. She gave updates on the Lidl Grocery Store construction and the three multi tenant buildings within Crossroads Village Center. Lastly, Mrs. Kyriazi shared that the builder of the townhouse development located at the back of the Crossroads Village Center is coming before the ARB for a design change at their next meeting. There was a question about the timeline on when the construction would start on the town houses. Mrs. Kyriazi stated that there is an anticipation of the first seven ready as model homes by January. A short discussion followed.

## VIII. New Business

Zoning Administrator Emily Kyriazi introduced the new Town Planner, Thomas Britt, to the Planning Commission. She shared that Mr. Britt will be staffing all Commission and Architectural Review Board meetings and will be working through all of the Town's zoning and planning matters. She stated that she will be still working through the larger matters such a site plan reviews. She also shared that Mr. Britt will take over the drafting of the Comprehensive Plan. Mrs. Kyriazi shared that Mr. Britt will be the main point of contact while she is out on maternity leave.

Mrs. Kyriazi shared that staff has a meeting scheduled with the Karter School which will be situated in front of Robinson Village town home development about the possible purchase of the additional parcel that is available.

Lastly, Mrs. Kyriazi shared that she is working with Great Mane Brewery on a future grand opening.

There was a question about the lack of trees in front of the Winterham building. Councilmember Weir asked for staff to check the bond release requirements for that building.

## IX. ARB Updates

Commissioner Hallet gave a brief update on the subject of the demolition site visit at Walter Robinson Lane at their next ARB meeting. He shared that a decision would likely be made after the site visit.

## X. Town Council Updates

Councilmember Weir gave the Town Council updates. He shared that the Town Council adopt the Ordinance for the real estate tax refund at their last meeting and that the checks would be going out by the end of the week. He also shared that the Town Council signed a letter of support for the railroad crossing quiet zone grant that Prince William County applied for. Lastly, Mr. Weir reminded everyone that the Town elections were November 8th.

There was a discussion about the advertisement of public hearing notices along Rte 55. Mr. Weir shared that the hearings were for consideration of more housing along Rte 55. He also shared that the most recent public hearing was for John Marshall data center project. He shared that the request has been deferred indefinitely by the applicant.

## XI. Adjournment

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

1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Robert Chrisman, Commissioner
<b>AYES:</b>	Weir, Hallet, Beyene, Chrisman, Freeman

Submitted:

Approved:

\_\_\_\_\_  
Kimberly Henry, Clerk of the Council

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Alexander Beyene, Chairperson

Minutes Acceptance: Minutes of Oct 17, 2022 7:00 PM (Minute Approval)



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

**Kimberly Henry**  
Town Clerk

## MEMORANDUM

TO: Planning Commission Chairperson and Commissioners  
FROM: Kimberly Henry, Town Clerk  
DATE: November 14, 2022  
SUBJECT: Proposed 2023 Calendar of Meetings

**Background:** Town Staff is starting to work on the 2023 Planning Commission meeting dates schedule.

**Findings:** Staff found a few conflicting dates on the 2023 schedule that meeting dates fall on legal holidays.

**Summary:** Staff is proposing the following meeting dates:

### 2023 Meeting Calendar:

Monday, January 16, 2023 - **office closed for MLK Day Staff scheduled meeting for Tuesday, January 17th per consensus of Planning Commission**  
Monday, February 20, 2023 - **office closed for President's Day. Staff recommends either Monday, February 13<sup>th</sup> or Tuesday, January 21<sup>st</sup>.**  
Monday, March 20, 2023 7 PM  
Monday, April 17, 2023 7 PM  
Monday, May 15, 2023 7 PM  
Monday, June 19, 2023 - **office closed for Juneteenth. Staff recommends Monday, June 12 or Tuesday, June 20**  
Monday, July 17, 2023 7 PM  
Monday, August 21, 2023 7 PM  
Monday, September 18, 2023 7 PM  
Monday, October 16, 2023 7 PM  
Monday, November 20, 2023 - **This is Thanksgiving week. Staff recommends Monday, November 13<sup>th</sup>**  
Monday, December 18, 2023 - **This is a week prior to Christmas. Commission's decision to keep the meeting on the 18<sup>th</sup> or move it one week to December 11, 2023**

Attachment: 2023 PC meeting calendar memo (5940 : 2023 Meeting Schedule)

Draft Motion:

*I move the Town of Haymarket Planning Commission approve the 2023 Meeting Schedule as presented (amended).*

*Or Alternate motion*

Attachment: 2023 PC meeting calendar memo (5940 : 2023 Meeting Schedule)



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

To: Haymarket Planning Commission  
From: Thomas Britt, Town Planner  
Date: January 9, 2022  
Re: Town Comprehensive Plan

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Background: In the August 2022 Planning Commission meeting, Town Manager Emily Kyriazi told the Commission she began to work on a review of the current Town Comprehensive Plan and prepare for a five-year plan update. Town Manager Kyriazi stated that 6 to 8 months from August that a draft of the comprehensive plan be provided to the planning commission.

Thomas Britt, the Town Planner, has coordinated with Town Manager Kyriazi about the status of the comprehensive plan, and is set to provide draft language to the Planning Commission within the 6-to-8-month window.