



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING

~ MINUTES ~

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

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Monday, July 20, 2020

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 Matt Caudle called the meeting to order.

### I. Call To Order

Due to the COVID 19 pandemic and Governor Northam's executive order on social distancing, Planning Commission Member Aayush Kharel joined the meeting from his home via Zoom meeting.

Chairman Matt Caudle: Present, Commissioner Aayush Kharel: Late, Councilman Bob Weir: Present, Commissioner Robert Hallet: Present, Commissioner Jackie Walker: Absent, Commissioner Alexander Bezene: Present, Commissioner Thomas Utz: Absent.

### II. Pledge of Allegiance

Chairman Matt Caudle invited everyone to stand for the Pledge of Allegiance followed by a moment of silence.

After the Pledge and the moment of silence, Chairman Caudle welcomed the new members of the Planning Commission and thanked them for serving.

### III. Moment of Silence

### IV. Citizens Time

Greg Terry, 14701 Dogwood Park Lane, addressed the Planning Commission regarding the QBE SUP and Proffer Amendment application that was part of a Joint Public Hearing with the Town Council on June 29, 2020. Mr. Terry expressed his concerns about the project and ask since there is a new administration in place, would there be a deeper assessment and review of the plans. Some of his concerns is the traffic plan which would effect his development and the density. Mr. Gregory asked that the Planning Commission and the Town Council work with the property owner on something that fits in the Town, fits with the adjoining subdivisions and something that is safe for those around the property. Town Planner Emily Lockhart read 3 emails she received on the subject of the QBE project. The emails were from the following:

Maureen and James Carroll, 6862 Track Court

Kris Lacson

George and Christy Winterhalter, 6873 Bryson Circle

\*\*\* The emails are attached at the end of the minutes\*\*\*

At this time, Commissioner Kharel joined the meeting.

Mayor Luersen attended the meeting to congratulate the new appointees of the Planning Commission and to thank all Commissioners for their service and commitment to the Town.

### V. Minute Approval

1. Planning Commission - Regular Meeting - Jun 15, 2020 7:00 PM

**Councilman Weir moved to approved the minutes as presented. Commissioner Kharel seconded the motion. The motion carried.**

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Aayush Kharel, Commissioner
<b>AYES:</b>	Caudle, Kharel, Weir, Hallet, Beyene
<b>ABSENT:</b>	Jackie Walker, Thomas Utz

## VI. Agenda Items

### 1. Planning Commission Chair Appointment

Town Planner Emily Lockhart shared that the Planning Commission needed to appoint or re-appoint a Chairman to the Planning Commission for a one year term.

**Commissioner Kharel nominated Matt Caudle to be re-appointed as the Chairman. Councilman Weir seconded the nomination.**

<b>RESULT:</b>	<b>ADOPTED [4 TO 1]</b>
<b>MOVER:</b>	Aayush Kharel, Commissioner
<b>SECONDER:</b>	Bob Weir, Councilman
<b>AYES:</b>	Matt Caudle, Aayush Kharel, Bob Weir, Robert Hallet
<b>NAYS:</b>	Alexander Beyene
<b>ABSENT:</b>	Jackie Walker, Thomas Utz

### 2. Appointment of Liaison to the Architectural Review Board

Town Planner Emily Lockhart also stated that each July the Planning Commission appoints a liaison to the Architectural Review Board. Ms. Lockhart shared that Commissioner Kharel served as the liaison for the past year. Mr. Kharel stated that he would be interested in serving as the liaison for another year.

With no other interests, the Planning Commission moved to appoint Commissioner Kharel as the ARB liaison.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>AYES:</b>	Caudle, Kharel, Weir, Hallet, Beyene
<b>ABSENT:</b>	Jackie Walker, Thomas Utz

### 3. Comprehensive Plan

Town Planner Emily Lockhart distributed the 2015 draft Comp Plan for the Commissioners to start reviewing so that edits could be made at future meetings. Ms. Lockhart also distributed the current comp plan for a comparison. Councilman Weir stated that he realizes that the Town Council has made this a priority. However, he continued, a lot of the information in the Comp Plan will change once the 2020 Census comes out. Councilman Weir stated with no objection, he would recommend that the staff revise several sections that is in need of updating, particularly in respect to some of the housing numbers, the historic buildings that are no longer existing, as well as a clean up of the surrounding developments and then come back with a red line version. The Planning Commission asked staff to bring this item back at the October meeting. The Planning Commission stated that they would set an October work session at the September meeting.

### 4. Proffer Amendment Application, 14600 Washington Street

Town Planner Emily Lockhart shared that the Proffer Amendment was for the QBE project at 14600 Washington Street. Ms. Lockhart shared that the applicant asked to postpone the SUP application for the residential units at the property. She stated that, however, the proffer amendment application still needed to be considered by the Planning Commission. Ms. Lockhart stated that since the joint public hearing held in June, staff and the Town Council liaison to the Planning Commission met with the applicant and asked for additional information. Ms. Lockhart continued to state that as of this meeting date, none of the additional information that was requested was provided by the applicant. Since no additional information was provided, Ms. Lockhart recommended that this item be tabled and moved to a work session. There was a discussion on the requested items and the timeline to hear and consider any changes to the application and GDP. Chairman Caudle suggested that since there is a majority

of new members, the Planning Commission hold a special work session in August with the applicant. A discussion continued. Ms. Lockhart clarified that all additional information be provided from the applicant by August 3rd so that the staff can get the agenda distributed in a timely manner. If no information is provided, there would be no work session. Mr. Caudle asked that Ms. Lockhart share with the new members the zoning ordinance and the by right use for that property. Ms. Lockhart referred to the 58-10.1-8 of the Town's Zoning Ordinance on the by right use of the B-1 business district. Councilman Weir stated that the Planning Commission could not address the SUP until they address the Proffer Amendment of the ball fields. Mr. Weir stated that if the Proffer Amendment is not accepted, the by right uses are what is current based on the amount of vacant land. He continued to state that if the Proffer Amendment is accepted and hence the SUP is accepted, the parking requirements needed for a four story building would impact the SUP as well. Commissioner Beyenne brought to the attention of the Planning Commission that the Proffer Amendment showed on the June 24th submission that the entire acreage of the ball fields were terminated. After a discussion regarding the proffer amendment. Ms. Lockhart shared that she would be meeting with Prince William County Parks and Rec on the subject of the ball fields and their intentions for the fields. Ms. Lockhart stated that the meeting would take place prior to the August 10th work session and that she would be able to share that information with the Planning Commission at the work session. In summary, Ms. Lockhart would meet with Prince William County Parks and Rec, the staff would reach out to the applicant and asked them to provide any updated information by August 3rd in order to have an August 10th Work Session with the applicant.

### VII. New Business

Town Planner Emily Lockhart distributed a memo to the Planning Commission that shows the current and upcoming projects. Ms. Lockhart shared that the staff is currently working on a blight ordinance issue and that a public violation notice was submitted for 14881 Washington Street.

### VIII. Old Business

Town Planner Emily Lockhart shared that the next big project to come before the Planning Commission would be the Van Metre site plan at 14850 and 14860 Washington Street and 6701 Hunting Path Road. She stated that the Town Council approved the SUP for 38 town homes in the early part of 2020. She stated there is also a by right use for a commercial building and a private school. Ms. Lockhart also shared that Morais Vineyard Aroma II wine tasting room is completed and operating.

### IX. ARB Updates

Commissioner Kharel shared that the next ARB meeting was Wednesday, August 22nd and that he would bring updates from that meeting to the August Planning Commission meeting.

### X. Town Council Updates

Councilman Weir stated that the Planning Commission touched base on the Council directive to update the Comp Plan. Mr. Weir also shared that the Town Council directed staff to clean up the Zoning Ordinance from some redundancy.

### XI. Adjournment

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

#### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Bob Weir, Councilman
<b>SECONDER:</b>	Aayush Kharel, Commissioner
<b>AYES:</b>	Caudle, Kharel, Weir, Hallet, Beyene
<b>ABSENT:</b>	Jackie Walker, Thomas Utz

Submitted:

Approved:

  
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Kim Henry, Clerk of the Council

  
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Matt Caudle, Chairman

## Kimberly Henry

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**From:** Emily Lockhart  
**Sent:** Monday, July 20, 2020 1:59 PM  
**To:** Kimberly Henry  
**Subject:** FW: QBE Business Park property

Kim,

For our records, please see the below email for the Planning Commission meeting this evening.

Thank you,  
Emily

**From:** [REDACTED]  
**Sent:** Monday, July 20, 2020 12:52 PM  
**To:** Emily Lockhart <elockhart@townofhaymarket.org>  
**Subject:** QBE Business Park property

Hi Emily,

I'm not sure who I should email but you were one of the people I emailed last time so thought I'd start with you. Please forward to where you think it needs to go.

Please read at the meeting or forward to the Mayor and town council and the Planning Commission.

We have been made aware that there is another meeting coming up about the property at 14604 Washington St. We wrote before about this not being a space that should be developed like the owner is planning and we still feel the same way even with the drive thru being removed from the plan. The area can not sustain the kind of traffic and the building would be a terrible addition to that area with homes right there. This needs to be voted no on and tossed out. I can't believe this idea is even being entertained and I can't believe anyone that is on the board would welcome this monstrosity in their front yard. It is busy enough driving down Washington to get to Gainesville. Nothing like this needs to be built. Do something with the decrepit buildings that are all over the town. There's already enough empty buildings in the town that businesses can move into and make nice. We don't need another empty building to drive by. Keep the small town charm that made us want to buy in this area.

Thank you for your time,

George and Christy Winterhalter  
6873 Bryson Circle

July 20, 2020

Please read this email out loud and add it to the record.

Dear Members of the Planning Commission:

We were not able to determine from the packet associated with tonight's meeting if the applicant for QBE has addressed any or all of the deficiencies listed in Planning Administrator Emily Lockhart's response before the Public Hearing of June 29 and 30, 2020. According to the script in tonight's packet, Ms. Lockhart, "stated that she has requested additional information from the applicant and is considering the application as incomplete until that information is provided." Obviously, any decision on the SUP should be delayed until all the requested information is made available to the Planning Commission as well as the public. At the extended special hearing on June 29 and 30, 2020, many townspeople critically addressed this same lack of complete information and transparency. Townspeople made personal efforts during this devastating pandemic period to come and speak to this issue. They were pleading for complete information and thoughtful due diligence by town leaders. It is essential that the members of the Planning Commission have complete information in order to make an informed land use decision. **We believe that this SUP should not be reviewed until ALL of the deficiencies have been addressed, ameliorated, and publicized.**

Sincerely,

Maureen and James Carroll  
6862 Track Court

## Kimberly Henry

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**From:** [REDACTED]  
**Sent:** Monday, July 20, 2020 10:42 AM  
**To:** Kimberly Henry  
**Subject:** Planning Commission Concerns: Proffer Amendment for QBE Business Park - \*\*\*Please read during tonight's meeting\*\*\*

Good evening,

I stand in objection to any new development in the QBE business park as it may adversely impact the small-town feel of Haymarket, that draws many visitors to our picturesque town.

Removing community recreational areas in favor of additional retail and commercial development, will increase the stress on the town's already limited infrastructure. While the plan shows new routes of ingress and egress into the business park, it makes no mention of the impacts to Highway 55 (Washington Street). Since Washington Street is the primary and only way into the town, an influx of traffic would increase congestion during high traffic hours which would negatively impact existing residents.

The small-town feel of Haymarket, is one of the many reasons that draws visitors to our town. This feel is fostered by the lack of an abundance of commercial spaces. In contrast, communities like Gainesville, which has seen an abundance of growth during my five years living in Haymarket, has further made that area feel more like a metropolitan area. I fear that pursuing additional development within Haymarket, will doom our town to the same fate.

Thank you for your consideration.

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v/r

Kris Lacson  
[REDACTED]