



**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, June 15, 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, Commissioner Pearl Carter-Bush attended the meeting via Zoom Meeting from her home. Town Planner Emily Lockhart shared that Commissioner Nick Pulire resigned from the Planning Commission.

**1. Zoom Meeting Invite -**

<https://us02web.zoom.us/j/84678186806?pwd=AXJRb0F5cklwRzNldlJSOFIQRVFXQT09>

Chairman Matt Caudle: Present, Councilman Steve Shannon: Present, Commissioner Nicholas Pulire: Absent, Commissioner Aayush Kharel: Absent, Commissioner Pearl Carter-Bush: Present.

**II. Pledge of Allegiance**

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

**III. Moment of Silence**

**IV. Citizens Time**

There were no citizens wishing to address the Planning Commission at this time.

**V. Minute Approval**

**1. Planning Commission - Work Session - Jan 21, 2020 6:00 PM**

Councilman Steve Shannon moved to approve the minutes of the Planning Commission work session for January 21, 2020. The motion was seconded by Commissioner Carter- Bush. The motion carried.

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|------------------|---|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                   |
| <b>MOVER:</b>    | Steve Shannon, Councilman                     |
| <b>SECONDER:</b> | Pearl Carter-Bush, Commissioner               |
| <b>AYES:</b>     | Matt Caudle, Steve Shannon, Pearl Carter-Bush |
| <b>ABSENT:</b>   | Nicholas Pulire, Aayush Kharel                |

**2. Planning Commission - Regular Meeting - Jan 21, 2020 7:00 PM**

Councilman Steve Shannon moved to approve the minutes for the regular meeting from January 21, 2020. The motion was seconded by Commissioner Carter-Bush. The motion carried.

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|------------------|---|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                   |
| <b>MOVER:</b>    | Steve Shannon, Councilman                     |
| <b>SECONDER:</b> | Pearl Carter-Bush, Commissioner               |
| <b>AYES:</b>     | Matt Caudle, Steve Shannon, Pearl Carter-Bush |
| <b>ABSENT:</b>   | Nicholas Pulire, Aayush Kharel                |

**3. Planning Commission - Work Session - Feb 18, 2020 6:00 PM**

Councilman Steve Shannon moved to approve the Planning Commission Work Session meeting minutes from February 18, 2020. The motion was seconded by Commissioner Carter-Bush. The motion carried.

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| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                   |
| <b>MOVER:</b>    | Steve Shannon, Councilman                     |
| <b>SECONDER:</b> | Pearl Carter-Bush, Commissioner               |
| <b>AYES:</b>     | Matt Caudle, Steve Shannon, Pearl Carter-Bush |
| <b>ABSENT:</b>   | Nicholas Pulire, Aayush Kharel                |

## VI. Agenda Items

### 1. One Mile Review Discussion

Town Planner Emily Lockhart presented the 1 mile review for re-zoning application discussion to the Planning Commission submitted by Prince William County for 2 hotels, a restaurant and office space at Center at Haymarket located at Antioch Road and Route 55. She stated that the purpose of the discussion was to receive comments so that she could compile and send back to Prince William County. Some comments to the Planning Commission from staff were: increase in traffic at the Route 55 and Route 15 intersection, the turn lanes and maneuverability, no inter-parcel connection between properties, entrance and exit concerns and tight delivery truck and loading zones access. The Planning Commission members also agreed with the traffic concerns to the existing businesses, the necessity of having 2 hotels in the area especially with the hotel coming into the center of the Town of Haymarket and the inter-connection between parcels.

Councilman Shannon asked if Mayor-elect Luersen and new council members have seen the plans. Ms. Lockhart responded that she will provide the information to them.

At this time, Ms. Lockhart stated that she will start drafting the responses to Prince William County and will be attending their meeting to submit the Town's comments.

## VII. New Business

### 1. QBE 14600 Washington Street - SUP Application

Town Planner Lockhart shared that an SUP application was recently submitted for the property at 14600 Washington Street. She stated that she will provide all the information under public notices on the Town's website. She stated that she has requested additional information from the applicant and is considering the application as incomplete until that information is provided. She also shared that she has a meeting scheduled with the applicant and will keep the Planning Commission updated as she receives more information from the applicant.

## VIII. Old Business

Town Planner Lockhart shared that she would like to start up the discussion on the Comprehensive Plan in July once she gets direction from the new Town Council.

Councilman Shannon asked for the updates on the Pardo House. Ms. Lockhart stated that the deadline to produce updates and to clean up the property is June 17th. Ms. Lockhart stated that if the deadline passes and nothing is done, she will then issue a notice of violation.

Ms. Lockhart stated that Van Metre will be submitting their site plans for review for the 38 townhouses and early learning center located at 14860 Washington Street. Ms. Lockhart shared that the Planning Commission will probably receive the plans in August 2020 at earliest.

## IX. Architectural Review Board Update

Town Planner Lockhart gave the Architectural Review Board updates. Ms. Lockhart shared that the ARB considered and approved some COA's at their last meeting. She shared that they will be meeting on June 17th and will be addressing the By-Laws and other COA applications.

## X. Town Council Update

Councilman Shannon gave the Town Council updates. He stated that the Town Council has had several meetings since the Planning Commission met last. He shared the Council approved several budget resolutions, approved the FY21 budget and at the most recent meeting appointed Chris Coon from Business Manager to Town Manager.

**XI. Adjournment**


With no further business before the Planning Commission, Commissioner Carter-Bush moved to adjourn with a second by Councilman Shannon. The motion carried.

**1. Motion to Adjourn**

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Pearl Carter-Bush, Commissioner               |
| <b>SECONDER:</b> | Steve Shannon, Councilman                     |
| <b>AYES:</b>     | Matt Caudle, Steve Shannon, Pearl Carter-Bush |
| <b>ABSENT:</b>   | Nicholas Pulire, Aayush Kharel                |

Submitted:

Approved:

  
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Kimberly Henry, Clerk of the Council

  
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Matt Caudle, Chairman

