



# 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, December 16, 2019

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

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

### II. Pledge of Allegiance

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

### III. Minute Approval

1. Planning Commission - Regular Meeting - Oct 21, 2019 7:00 PM

Councilman Shannon moved to approve the minutes of the Planning Commission Regular Meeting for October 21, 2019. The motion was seconded by Commission Member Carter- Bush.

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

2. Planning Commission - Regular Meeting - Nov 18, 2019 7:00 PM

Councilman Shannon moved to approve the minutes of the Planning Commission Regular Meeting for November 18, 2019. The motion was seconded by Commission Member Kharel.

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

### IV. Citizens Time

Marie Turner, Fayette Street, expressed her disappointment from the discussion at the Work Session in regards to the entrance of the hotel. Ms. Turner stated that she has been to ARB meetings and Town Council Meetings asking for a consideration to have the entrance to the hotel come off of Payne Lane instead of Fayette Street due to traffic concerns.

### V. Agenda Items

#### 1. Haymarket Hotel Venture, LLC Final Site Plan

Town Planner Emily Lockhart recapped the discussion from the Work Session on the site plan for the hotel. She stated the applicant answered concerns from the Commission and also addressed citizens concerns that have been raised. She stated that both Councilman Shannon and Commissioner Kharel brought to the Commission the concerns from the Town Council and Architectural Review Board, respectively. Ms. Lockhart also addressed the entrance. She stated that VDOT assigned the entrance to be on Fayette Street and asked that the Town consider sharing the entrance with the hotel. Ms. Lockhart continued stating that it would mean that the Town would need to move the caboose and relocate it, which would be very costly. She stated that the applicant filed an exception with VDOT to not share entrances. She also stated that the applicant would be installing sidewalk along Washington, Fayette, Jefferson Streets as part of

the improvements. Ms. Lockhart stated the address would be recognize as 15001 Washington Street and that there was a discussion on navigation to the entrance. She also stated there was a discussion on overflow parking, the lighting in the parking lot as well as on the streets, including the corner of Fayette and Payne Lane, and landscaping buffers. Ms. Lockhart stated that she and the Town Engineer have worked on the plans extensively. She shared that the Town Engineer has signed off on the final plans being ready for conditional approval. The conditional approval would be on VDOT, DEQ and PWC Service Authority providing all of their comments. If any of their comments would change the site plan presented, Ms. Lockhart stated that those plans would come back to the Planning Commission for review and consideration. There was a question about the entrance that was raised earlier during citizens time. Ms. Lockhart asked that the applicant to podium to explain the entrance. He addressed the subject of the shared entrance. He stated there is no obligation for the Town to consider a shared entrance. He stated that they were required by VDOT to bring the Town into the conversation about a shared entrance. In regards to the Payne Lane entrance, the applicant stated that in working with VDOT the Fayette Street entrance would have the least effect. He stated that there was infrastructure concerns when considering the entrance on Payne.

Councilman Shannon moved that the Planning Commission conditionally approve the Haymarket Hotel Final Site Plan. The approval is conditional on the approval of the Final Site Plan from the outside agencies to include: VDOT, DEQ and Prince William County Service Authority. Also with the condition that light fixtures be added on Fayette Street to properly light the pedestrian sidewalks along the street. The motion was seconded by Commissioner Pulire. The motion carried by a roll call vote.

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

## VI. New Business

Town Planner Emily Lockhart shared with the audience that the Planning Commission had their first Comprehensive Plan Work Session earlier in the evening. She stated that the Planning Commission will have additional work sessions for the next 6 months before the Regular Meeting. She shared that the goal is to involve the public, in addition to working with the Town Council and the Architectural Review Board, in updating the Comprehensive Plan for the Town of Haymarket.

## VII. Old Business

Town Planner Emily Lockhart shared that the Van Metre project is currently being addressed by the Town Council. She shared that the public hearing was continued to the January regular monthly meeting in order for the Town Council to hear any additional comments from the citizens.

## VIII. Architectural Review Board Update

Commissioner Kharel gave an update from the last Architectural Review Board meeting. He stated that they approved some business sign applications and the Hotel Venture last submittal on signage and lighting. He also shared that the ARB had a discussion with St. Paul's Episcopal Church on ideas for replacing the door at the church.

## IX. Town Council Update

Councilman Shannon gave the Town Council updates. He shared that the Town Council talked about closing the first entrance to the McDonald's. Mr. Shannon shared that McDonald's does not want to close the first entrance. Town Planner Lockhart stated that she would be working with the owners of the property and may have additional information available in the future. Councilman Shannon also shared that the Town Council will be issuing a letter to the property owners of 14881 Washington Street about the color of the roof. Lastly, Councilman Shannon shared that the Town Council approved an ordinance to impose penalty and interest on delinquent meals tax.

**X. Adjournment**

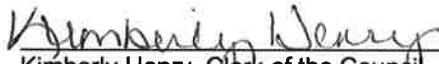
Councilman Shannon moved to adjourn the evening's meeting. The motion was seconded by Commission Member Kharel.

**1. Motion to Adjourn**

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

Submitted:

Approved:

  
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Kimberly Henry, Clerk of the Council

  
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Matt Caudle, Chairman

