



TOWN OF HAYMARKET TOWN COUNCIL

REGULAR MEETING ~ MINUTES ~

David Leake, Mayor
<http://www.townofhaymarket.org/>

15000 Washington St
Haymarket, VA 20169

Monday, December 2, 2013

7:00 PM

Council Chambers

A Regular Meeting of the Mayor & Council of the Town of Haymarket, VA, was held this evening in the Board Room, Commencing at 7:00 PM

Mayor David Leake called the meeting to order.

1. Call to Order

Councilman Steve Aitken: Present, Councilwoman Rebecca Bare: Present, Councilwoman Katherine Harnest: Present, Councilwoman Mary-Lou Scarbrough: Present, Councilman Milt Kenworthy: Present, Vice Mayor Jay Tobias: Present, Mayor David Leake: Present.

2. Pledge of Allegiance

3. Moment of Silence

The Mayor asks for a moment of silence for some Town employees

4. Minutes Acceptance

A. Mayor & Council - Work Session - Oct 29, 2013 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Katherine Harnest, Councilwoman
SECONDER:	Rebecca Bare, Councilwoman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

B. Mayor & Council - Regular Meeting - Nov 4, 2013 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Katherine Harnest, Councilwoman
SECONDER:	Rebecca Bare, Councilwoman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

5. Public Hearings

A. Amend Section 58-11 of the Town Code

No public comment

B. Preliminary Site Plan and Associated Waiver Requests

No public comment

6. Citizen's Time

Fred Karl - Haymarket Motors

Mr. Karl is here this evening to bring a matter to the attention of the Mayor. There is a web site reporting erroneous information, Mr. Karl would like it corrected.

7. Agenda Items

A. Organizational Assessment - Mayor David Leake

Defer to January 2014 regularly scheduled council meeting

B. Zoning Text Amendment - Section 58-11 - Parking Recreational Uses

ORDINANCE #ORD20131202

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, TOWN OF HAYMARKET, VIRGINIA (2004), AS AMENDED, BY AMENDING SECTION 58-11, RELATING GENERALLY TO MINIMUM OFF-STREET PARKING.

BE IT ORDAINED by the Council for the Town of Haymarket, Virginia, meeting in this regular session, this ____ day of _____, 2013:

2. That Section 58-11 of the Code of Ordinances, Town of Haymarket (2004), as amended, is amended, as follows:

Sec. 58-11. - Minimum off-street parking.

There shall be provided that at the time of erection of any main building, or at the time any main building or its accessory uses is enlarged or the use changed, all provisions of article XIII shall be met along with minimum off-street parking space with adequate provision for entrance and exit by standard size automobiles, as follows:

- (1) In all residential districts there shall be provided, either in a private garage or on a lot, space for the parking of two automobiles for each dwelling unit located on such lot or parcel.
- (2) Lodginghouses, motels and hotels shall provide, on the lot, parking space for one automobile for each accommodation.
- (3) For church, high school, college and university auditoriums, and for theaters, general auditoriums, stadiums and other similar places of assembly, at least one parking space for every five fixed seats provided in the building.
- (4) For hospitals, at least one parking space for each two beds' capacity, including infants' cribs and children's beds.
- (5) For medical and dental clinics, at least ten parking spaces. Three additional parking spaces shall be furnished for each doctor or dentist having offices in such clinic in excess of three doctors or dentists.
- (6) For apartments, at least 2.5 parking spaces for each individual sleeping or living unit.
- (7) For liquor stores, at least ten parking spaces.
- (8) For retail stores selling directly to the public, one parking space for each 200 square feet of retail floor space in the building.
- (9) Any other commercial building erected, converted or structurally altered after the effective date of the zoning ordinance of September 19, 1983, shall provide one parking space for each 200 square feet of business floor space in the building.
- (10) Parking space as required in this section shall be on the same lot with the main building; except that in the case of buildings other than dwellings, spaces may be located as far away as 600 feet. Every parcel of land used as a public parking area and motor vehicle ways, after the effective date of the zoning ordinance of September 19, 1983, shall be surfaced with asphalt or concrete. It shall have appropriate guards where needed as determined by the administrator. Any lights used to illuminate such parking areas shall be so arranged as to reflect the light away from adjoining premises in a residential district.
- (11) Reserved. For recreation, commercial, indoor, fitness and sports activity use, at least one parking space for each 300 square feet of floor space in the building.
- (12) Reserved

Tobias asks if council would direct the Planning Commission to start a study of all of our parking standards

**March TC Meeting

RESULT: ADOPTED [UNANIMOUS]
MOVER: Katherine Harnest, Councilwoman
SECONDER: Rebecca Bare, Councilwoman
AYES: Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

C. Haymarket IcePlex Preliminary Site Plan & Waiver Requests - Marchant Schneider

Move that the Town Council approve Preliminary Site Plan PRE#20130415, Haymarket Ice Rink Expansion - Preliminary Site Plan", prepared by Christopher Consultants and dated April 2013, revised through November 12, 2013;

It is further moved that the Town Council, pursuant to Sections 58-699(c) and 58-703(f) of the Town Code, approve the alternative buffer yards and waiver of perimeter parking lot landscaping as depicted on Sheet 3 of Preliminary Site Plan PRE#20130415

RESULT: ADOPTED [UNANIMOUS]
MOVER: Rebecca Bare, Councilwoman
SECONDER: Katherine Harnest, Councilwoman
AYES: Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

D. Police Department Matters - Mayor David Leake

E. Request to Council - Frank Pennel, New Life Christian Church

Tobias moves to allow the Town Council to grant permission to New Life Christian Church to place a banner, no larger than 3'x5', to advertise their Christmas Eve service on the Town Center Green; the banner can go up no earlier than December 15 and must be taken down after the Christmas Eve services have complete on December 24, 2013.

Discussion: *With no objection of from the rest of Council, the Mayor asks if the applicant would like to speak. Mr. Pennel tells Council he has no problem removing the banner after the services are complete.*

**Direct staff to come up with policy for future use of advertising on the town hall property

RESULT: ADOPTED [5 TO 1]
MOVER: Jay Tobias, Vice Mayor
SECONDER: Rebecca Bare, Councilwoman
AYES: Bare, Harnest, Scarbrough, Kenworthy, Tobias
NAYS: Steve Aitken

F. Holiday Bonuses - Mayor David Leake

Move to appropriate \$4,500 in Christmas bonuses, allocation of that amount will be provided to the Town Treasurer for her to disburse accordingly; funds to come from the general reserves line item.

Discussion: *Tobias asks to see the allocation prior to voting*

RESULT: ADOPTED [5 TO 1]
MOVER: Katherine Harnest, Councilwoman
SECONDER: Rebecca Bare, Councilwoman
AYES: Aitken, Bare, Harnest, Scarbrough, Kenworthy
NAYS: Jay Tobias

G. Code of Conduct (Draft) - Rebecca Bare, Steve Aitken, Brian Henshaw

Deferred to January 2014

H. Resolution for Special Election - Martin Crim, Town Attorney

RESULT:	TABLED [UNANIMOUS]
MOVER:	Jay Tobias, Vice Mayor
SECONDER:	Steve Aitken, Councilman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

I. Consider Time Change for Work Session

Move to amend the adopted Council Rules of Procedure by changing the work session start time from 3:00 PM to 7:00 PM

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rebecca Bare, Councilwoman
SECONDER:	Mary-Lou Scarbrough, Councilwoman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias

8. Department Reports

- A. Police Report - Chief James E. Roop
- B. Town Manager's Report - Brian Henshaw
- C. Town Engineer's Report - Holly Montague
- D. Planner's Report - Marchant Schneider
- E. Treasurer's Report - Renee Dubiel
- F. Building Official's Report Soil Consultants, Dan Lyons
- G. Museum Report - Denise Hall

9. Closed Session

A. Enter into Closed Session

Move to enter into closed session pursuant to VA §2.2-3711 for the following purpose:

A1. Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, specifically **Performance Review of Charter Employees**

A29. Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. contract for event promotion, specifically the **Town Events Promotion Contract**

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Tobias, Vice Mayor
SECONDER:	Rebecca Bare, Councilwoman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias, Leake

B. Certification of the Closed Session

Move to certify pursuant to VA 2.2-3712. that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Tobias, Vice Mayor
SECONDER:	Rebecca Bare, Councilwoman
AYES:	Aitken, Bare, Harnest, Scarbrough, Kenworthy, Tobias, Leake

10. Councilmember Time

- A. Steve Aitken

- B. Rebecca Bare
- C. Katherine Harnest
- D. Mary Lou Scarbrough
- E. Milt Kenworthy
- F. James Tobias
- G. David Leake

11. Adjournment

DRAFT