



TOWN OF HAYMARKET PLANNING COMMISSION

REGULAR MEETING

~ MINUTES ~

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

15000 Washington Street, Suite 100
Haymarket, VA 20169

Tuesday, January 21, 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

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. Public Hearing - Van Metre Amended SUP

Town Planner Emily Lockhart shared that, at a previous meeting, the Planning Commission recommended the SUP application from Van Metre to the Town Council for approval. Ms. Lockhart continued to share that the public hearing at the Town Council meeting was held over for additional comments. She stated that since the public hearing, Van Metre made changes to the design and has returned to the Planning Commission. Ms. Lockhart invited the representatives from Van Metre to give a presentation of the changes that were made. The representative from Van Metre showed the Planning Commission the changes made to the property which would switch the position of some of the town houses and would add an additional commercial building to the front of Washington Street. After the presentation, Chairman Caudle opened the floor for citizen comment.

Roya Delaney, 14484 Chambrery Circle, questioned the flow of traffic for drop off and pick up at the school. Ms. Lockhart answered that the back portion of the parking lot will have an exit onto the main entrance into the development. Ms. Delaney also asked if the town houses would have garages and also asked about additional parking for guests. Ms. Lockhart addressed both of her questions.

Dottie Leonard, 14801 Washington Street, suggested not to be so rigid on the setbacks. Ms. Leonard shared that she liked the new design presented.

With no further comments, Chairman Caudle closed the public hearing.

IV. Citizen's Time

There were no citizens wishing to address the Planning Commission during the evening's Regular Monthly Meeting.

V. Minute Approval

1. Planning Commission - Work Session - Dec 16, 2019 6:00 PM

Councilman Shannon moved to approve the Work Session minutes for December 16, 2019 as well as the Regular Meeting minutes for December 16, 2019. The motion was seconded by Commissioner Carter-Bush.

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

2. Planning Commission - Regular Meeting - Dec 16, 2019 7:00 PM

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

VI. Agenda Items

1. Van Metre Amended SUP

Chairman Caudle asked for comments from the Planning Commission Members regarding the revised SUP application from Van Metre. Councilman Shannon stated that the applicant attended the last Town Council meeting with the owner of the proposed school that would be occupying the property. He shared that both the applicant and the owner gave the presentation to the Town Council. Mr. Shannon stated that he liked the changes and would support it. Chairman Caudle stated that he liked how they moved the entrance. There was discussion with Van Metre regarding the set-back requirements, the playground area on the school property, employee parking, and after school programming events. Chairman Caudle shared that although he supports the change, he would like to have some kind of safeguard for the children that would be a buffer between the town houses and the school parking lot. Town Planner Lockhart stated that this topic can be addressed at the site plan phase of the project. Ms. Lockhart stated that the motion to be considered is whether to recommend approval or denial to the Town Council. She stated that the Town Council will hold a public hearing at their next meeting and consider the application at that point, which is to allow 38 town homes on the lot. Mr. Caudle asked to contact the owner about events that could take place after school hours that could affect parking.

Councilman Shannon moved that the Planning Commission recommend approval to the Town Council for the Van Metre Special Use Permit request as presented in the amended application. Commissioner Carter-Bush seconded the motion. The motion carried by a roll call vote.

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

VII. New Business

Town Planner Emily Lockhart shared that there is no New Business needing to be addressed by the Planning Commission.

Chairman Caudle asked for an update on the building for the wine tasting business. Ms. Lockhart shared that the business owner is currently working on issues within the interior of the building. She stated that the owner plans on having the business opened by Spring 2020.

Chairman Caudle also asked for updates on the roof of the Pardo House. Ms. Lockhart stated that the owner has contacted the office on the subject and that the color of the roof will be changed. Ms. Lockhart also shared with the long term goal for the property.

Councilman Shannon asked if the staff heard from the County office about the money earmarked for sidewalks from Jefferson Street bridge to Heathcoate. Ms. Lockhart stated that they had no heard from the County yet.

VIII. Old Business

Town Planner Emily Lockhart shared that at 6 pm on meeting nights, the Planning Commission is working on the Town's Comprehensive Plan. Ms. Lockhart invited citizens to attend the meetings and also stated that the Planning Commission will be looking for citizen input at future meetings.

IX. Architectural Review Board Update

Town Planner Emily Lockhart gave the Architectural Review Board updates. She stated that the Board is currently working on the By-Laws. She also shared that Chick Fil-a was granted approval to expand the

accessory storage building. Ms. Lockhart also shared that approval was given to Details For The Home property to demolish the accessory buildings on the property so that they can expand the parking lot and build an additional building.

X. Town Council Update

Councilman Shannon gave the Town Council updates. He shared again about the proposed school that will be mentioned earlier. He shared that the Council awarded the contract for the sidewalk project on Jefferson Street that will span from Washington Street to the bridge on Jefferson Street.

XI. Adjournment

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

1. Motion to Adjourn

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

Submitted:

Approved:



 Kimberly Henry, Clerk of the Council



 Matt Caudle, Chairperson

