



# TOWN OF HAYMARKET PLANNING COMMISSION

## REGULAR MEETING ~ MINUTES ~

Shelley M. Kozlowski, Clerk of Council  
<http://www.townofhaymarket.org/>

15000 Washington Street, Suite 100  
Haymarket, VA 20169

Wednesday, June 6, 2018

7:00 PM

Council Chambers

A Regular Meeting of the Planning Commission of the Town of Haymarket, VA, was held this evening in the Board Room, commencing at 7:00 PM.

Chairman Matt Caudle called the meeting to order.

### I. Call to Order

Chairman Matt Caudle: Present, Commissioner James Carroll: Present, Commissioner Maureen Carroll: Present, Commissioner Cathy Pasanello: Present, Commissioner Madhusudan Panthi: Absent, Councilman Steve Shannon: Present.

### II. Pledge of Allegiance

### III. Minutes Approval

1. Planning Commission - Regular Meeting - May 17, 2018 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Cathy Pasanello, Commissioner
<b>SECONDER:</b>	James Carroll, Commissioner
<b>AYES:</b>	Caudle, Carroll, Carroll, Pasanello, Shannon
<b>ABSENT:</b>	Madhusudan Panthi

### IV. Citizens' Time

Jim Payne, 15073 Vahalla Court and 6680 Fayette Street (A Dog's Day Out), addresses the Commission. He feels that this development would bring a lot to the Town. He shares that it is already zoned B-2 and many of the requests from the developer are by-right uses.

Jeremiah Sahlberg, 6917 Jockey Club Lane, shares concerns with the Crossroads Village project coming into town. He states that he is not opposed to development in the town but is concerned with possibly having 3 drive through restaurants.

Marchant Schneider, 14811 Rising Sun Lane, referencing the new development, Mr. Schneider shares concerns with clarifications in the proffers, phasing, transportation improvements, buffering and screening and crosswalks and sidewalks.

With no one else, Chairman Caudle closed Citizens' Time.

### V. Public Hearing - SUP#2018-008, St. Michael's Academy, 6735 Fayette Street

The Town Planner, Emily Lockhart, states that the intent of this application is to remove the temporary trailer and house all of the students inside the existing structure, the old parish hall. She continues stating originally the Special Use Permit was done for the temporary trailer as well as the use of the building as an educational facility. She adds that the SUP will expire in August of 2018 and the applicant is looking to do some interior modifications to the hall. She further adds that she recommended that they get their new SUP approved for moving all of the children into the existing building. She also recommended to put two conditions on it, one that limits the number of children that can safely occupy the existing structure so that in the future they are not coming back for another trailer and the second one is to set a firm date that the Town expects the trailer to be removed within a reasonable amount of time for them to get their building permits as well as for them to sell their trailer and get it removed off of the property. She states that the applicant submitted a clarification letter. She concludes that it basically reiterates what she just stated with a date that they will have the modular unit removed no later than December 31, 2018.

The applicant, Lorrie Crockett, Principal of St. Michael's Academy, addresses the Commission. She states that she would like to set a firm number and plan for the school and keep it that way for ever. She states that they are working with an architect and builder to make the modifications in the school.

Chairman Caudle asks is there are any citizens that would like to speak concerning this Special Use Permit? With no citizens present to speak, Chairman Caudle closes the public hearing.

**1. SUP#2018-008, St. Michael's Academy Public Notice**

## VI. Agenda Item

**1. SUP#2018-008, St. Michael's Academy**

Commission James Carroll makes a motion to refer SUP#2018-008 for Saint Michael's Academy to the Town Council with a recommendation for approval with the following conditions; staff recommending the applicant to limit student attendance to Prince William County's occupancy limits and the applicant maintain the current traffic and parking plans. In addition, we recommend that they return for the SUP if traffic or parking were to become an issue. The trailer be removed no later than December 31, 2018. Commissioner Maureen Carroll seconds the motion.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	James Carroll, Commissioner
<b>SECONDER:</b>	Maureen Carroll, Commissioner
<b>AYES:</b>	Caudle, Carroll, Carroll, Pasanello, Shannon
<b>ABSENT:</b>	Madhusudan Panthi

**2. St. Michael's Academy Staff Report**

**3. Crossroads Village Center**

Ms Lockhart states that since the joint public hearing two weeks prior, the applicant has worked to revise the proffer statement, the development narrative, the GDP and they are continuing to work with VDOT. She explains that all of the information is in the Commission packet. She updates the Commission stating that yesterday she received VDOT's next round of comments. Ms. Lockhart adds that the applicant met with VDOT this morning and VDOT is content with the recommendations and all of the changes that they will be making. She concludes that the applicant is now going to submit an updated TIA to VDOT and she will keep the Commission posted.

Questions and concerns the Commissioners share with the applicant include drive through versus sit down restaurants, tot lot screening, sidewalks, guaranteed proffers, school impact, green space, by-right uses, as well as phasing.

Ms. Lockhart states that she has been working with the schools on a report to submit to the Commission prior to the meeting on the 18th.

Gifford Hampshire, from Blankenship and Keith, a representative for the applicant, addresses the Commission to answer concerns and questions. Also present at the meeting are Chad Baird, Gorove/Slade, Mike Massey, Ross-France Engineering and Don Wooden, of the Meladon Development Group.

Discussion ensues concerning the Special Use Permits for drive-thru restaurants and the traffic impact it could possibly have on the Town.

Traffic Engineer, Chad Baird, addresses the Commission. He states that they have conducted many studies comparing the traffic volume with restaurants that have a drive-thru and those that do not. He adds that the volume is very similar. Mr. Baird states that he can have a copy of the study available to the Commission.

Commissioner Pasanello expresses concern about the exit and entrance of two of the proposed drive-thru restaurants. Mike Massey addresses this question and states that what is presented tonight is just a concept and he that he will look at that.

**VII. New Business**

Ms. Lockhart states that we will be expecting in the July/August time frame, several site plans for the Commission's review. She adds that the Commission will be receiving a site plan for 3 single family homes on Fayette Street, for McDonald's, and possibly an SUP for the funeral home.

**VIII. Old Business**

Ms. Lockhart states that we might be seeing plans for our blighted properties in Town.

Chairman Caudle asks if the old firehouse is on the blighted properties list? Ms. Lockhart states yes.

Councilman Shannon asks about a timeline for the blighted properties on Payne Lane? Ms. Lockhart states that their timeline to get back to her is June 21st.

**IX. Town Planner Update**

**X. Town Council Update**

Councilman Shannon states that the Town Council voted on the tax rate. Town Treasurer, Roberto Gonzalez, who is present at the meeting, states that everything remained the same. He further adds that the increase only comes because of the County assessments, however the tax rate remains the same as last year.

Commissioner Pasanello asks the Town Planner whose idea was it to be a 30 day requirement on their decision concerning the Crossroads Village Center project?

Ms. Lockhart states that she does not know and will have to back to Commissioner Pasanello with the answer.

Commissioner Shannon interjects that it was originally 30 but was changed to 60 days.

Members of the Commission share their concerns with the time limit that was placed on them to make a decision on the project.

**XI. Architectural Review Board Update**

Ms. Lockhart states that on June 20th the ARB will have a work session with the Crossroads Village Center's developer to start discussion on the design guideline book as well as the new single family homes.

**XII. Adjournment**

**1. Motion to Adjourn**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	James Carroll, Commissioner
<b>SECONDER:</b>	Steve Shannon, Councilman
<b>AYES:</b>	Caudle, Carroll, Carroll, Pasanello, Shannon
<b>ABSENT:</b>	Madhusudan Panthi

Submitted:

Approved:

  
Shelley M. Kozlowski, Clerk of the Council

  
Matt Caudle, Chairman

