



# 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

Monday, September 17, 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, Councilman Steve Shannon: Present, Commissioner Nicholas Pulire: Present, Commissioner Tony James: Present, Commissioner Aayush Kharel: Present.

### II. Pledge of Allegiance

### III. Minutes Approval

#### 1. Planning Commission - Work Session - Aug 20, 2018 6:00 PM

<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, James, Kharel

#### 2. Planning Commission - Regular Meeting - Aug 20, 2018 7:00 PM

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Shannon, Councilman
<b>SECONDER:</b>	Nicholas Pulire, Commissioner
<b>AYES:</b>	Caudle, Shannon, Pulire, James, Kharel

### IV. Citizens' Time

There were no Citizens' comments.

### V. Agenda Items

#### 1. Comprehensive Plan Discussion

Town Planner, Emily Lockhart, noted the copy of the Comprehensive Plan that was in the Agenda packet. She proposes a work session in October to begin working on the plan. The regular scheduled meeting was moved from October 15th to the 18th do to a lack of quorum on the 15th. The Commission also agreed upon a work session on the 18th from 6-7pm to begin working on the plan.

Ms. Lockhart states that we will begin with Part I of the Comprehensive Plan, "Community Characteristics and Resource Inventory". She adds that she would like the Commissioners to reach out to her in the next week or two and let her know what are their top priorities. She further discussed the timeline for the Comprehensive Plan.

Referencing page 46 in the current Comprehensive Plan, Chairman Caudle asks the Town Planner if she could look into what is an official historic building.

### VI. Old Business

#### 1. Harrover Park Action Item UPDATES

Ms. Lockhart updates the Commission on the status of their priority list from the August meeting. She states that the trash cans have been ordered and expect them any day now. As

for the bike racks, Ms. Lockhart consults the Commission concerning the size of the bike rack. The consensus was to purchase a ten user bike rack. She also shares the correspondence she received from VDOT on the proposed crosswalk installation. Discussion ensues on location of the proposed crosswalk.

The Commission decides to postpone the crosswalk until the park is built. The Commission also decides to use wood chips for the playground ground cover, and to build the playground in phases.

## VII. Town Planner Update

Ms. Lockhart states that there is a possible public hearing for McDonald's restaurant's second drive-thru lane as well as a Zoning Text Amendment.

## VIII. Town Council Update

Councilman Shannon states that at the September 4th Town Council meeting, the Council voted on 3 Special Use Permits for the Crossroads Village Project. He adds that 1 failed, 2 passed. He states that there was also a Proclamation for Suicide Prevention Awareness Week. He concludes that the Eagle Scout working on the Veteran Banners presented a sample banner to the Council to be displayed for Veteran's Day and Memorial Day.

## IX. Architectural Review Board Update

ARB Liaison, Aayush Kharel, states that his first meeting will be this Wednesday.

## X. Adjournment

Chairman Caudle thanks the new Commissioners for serving on the board.

### 1. Motion to Adjourn

<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, James, Kharel

Submitted:

  
Shelley M. Kobzowski, Clerk of the Council

Approved:

  
Matt Caudle, Chairman