



# 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, October 29, 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: Absent, Commissioner Tony James: Present, Commissioner Aayush Kharel: Present.

## II. Pledge of Allegiance

Following the Pledge, Chairman asks that remain seating for a moment of silence to remember the victims of the shooting in Pittsburgh.

## III. Public Hearing

### 1. ZTA#2018-001, Zoning Text Amendment for Crematory and Funeral Home Definitions

Town Planner/Zoning Administrator, Ms. Lockhart, invites the applicant up to address the Commission. Gifford Hampshire, from the law firm of Blankingship and Keith and the representative for the applicant Michael Turch from Mountcastle Turch Funeral home and Crematory. He states that they have not filed a specific application and that the matter before them tonight is a Zoning Text Amendment. He adds that this is a Town wide text amendment that would clarify the zoning ordinance to allow a crematorium as part of a funeral home use. He further adds that the applicant has recently purchased the former BB&T building. He states that the funeral home use does not include a crematory and after speaking with the Zoning Administrator, Ms. Lockhart, the Town ordinance does not have a definition of a crematory. He states that the definition that they urge the Town to consider is precisely the definition that Prince William County has of crematoriums. He states that cremations are becoming a popular and necessary component of funeral home services. He concludes the use that we urge in the Town would only allow a crematorium with a funeral home.

Michael Turch, applicant, addresses. He shares the importance of having a crematory as part of the funeral home use. He concludes that crematoriums are odorless, colorless and there is no noise.

Marchant Schneider, 14811 Rising Sun Lane, shares that he is in general support of adding a crematorium use to the Zoning Ordinance but shares concerns with the Zoning Text Amendment definition applying to all commercial districts. He adds that he would encourage the Town to add it as an accessory use to the B-2 and I-1 zoning districts on the west end of town.

Bob Weir, 6853 St. Paul Drive, states that he would concur with most of Marchant's comment. He adds that he doesn't have an issue with the addition of a definition of a crematorium to the Ordinance. He states, however, including the crematory within the definition of a funeral home is inconsistent with surrounding jurisdictions including Prince William County. He shares concerns with the size of the Town and the proximity to homes. He also notes procedural concerns with the notice.

Brett Frye, a Haymarket business owner, shares his support of the crematorium. He expresses his concern with the properties that are dilapidated in Town. He adds that he wants to see progress in the Town and worries that we are pushing progress out of Town. He concludes that he feels his business would not be negatively impacted.

Dottie Leonard, 14801 Washington Street, states that less than a block from the property in discussion was the historic funeral home. She states that she is not necessarily in favor of a crematorium but they are in funeral homes today. Doesn't feel we should infringe on anyone's property rights. She concludes that she is in favor of the applicant's request.

Pepper Duckett, Madison Court, states that she is in support of the applicant.

Gifford Hampshire, responds to comments. He states that in respect to Prince William County, it is true the crematory is a separate use, however, the Prince William county Ordinance specifically states that a crematory must be secondary to a mortuary, funeral home or hospital. He adds, so why it is defined separately from a funeral home it does specifically require it be secondary to a funeral home just as we are proposing. He feels that their solution is a better solution because it specifically includes it within the definition and does not expand it to hospitals and mortuaries but simply restricts it to funeral homes.

With no one else to speak, Chairman Caudle closes the public hearing on ZTA#2018-001.

Councilman Shannon states that he does not have any issues with the Zoning Text Amendment as written. Commissioner Kharel and Commissioner James concur.

Ms. Lockhart states that her recommendation can be found on page 7 of the agenda. She recommends to hear all public comments and have the Commission discuss any that are brought up and ensure that we fully address them. She states that it does follow closely to the Prince William County's Ordinance. She adds that it does state that it is an accessory activity.

Chairman Caudle states that he does not see it being a problem with this particular property but asks if it would be wise in the future to establish some setbacks from residential properties in the language to tighten it up a little bit. Ms. Lockhart states that it can be added as an amendment to the Zoning Ordinance as well. She concludes that she will look at other local jurisdictions for performance standards and report back to the Commission.

Chairman Caudle asks Mr. Hampshire about his client's timeline for the application. Mr. Hampshire states that they are ready to apply.

**2. SUP#2018-009, McDonald's Drive-Thru Lane Special Use Permit**

Ms. Lockhart states that this is an addition to the already existing drive thru lane at the McDonald's restaurant on 6740 Leaberry Way. She continues that this application is to better the site for traffic flow and safety.

The representative for the applicant, Jonathan Ritchie, addresses the Commission. He states that the intention of the sight plan is to improve circulation and stacking. Mr. Ritchie discusses the proposed site plan with the Commission.

Discussion amongst the members of the Commission included parking spaces, barriers/stripping between the lanes, possible ADA access and alleviating existing traffic.

There was no further discussion. Chairman Caudle asks if there are any citizens that would like to speak at this time.

Dottie Leonard, 14801 Washington Street, addresses the Commission in support of the addition of the drive thru lane.

With no one else to speak, the Chairman asks for a 5 minute recess. There was no objection by the Commission.

#### IV. Minutes Approval

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

Councilman Shannon makes a motion *to approve the minutes from the September 17, 2018 regular meeting*. Commissioner Kharel seconds the motion.

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Shannon, Councilman
<b>AYES:</b>	Matt Caudle, Steve Shannon, Tony James, Aayush Kharel
<b>ABSENT:</b>	Nicholas Pulire

#### V. Citizen's Time

#### VI. Agenda Items

1. ZTA#2018-001, Zoning Text Amendment for Crematory and Funeral Home Definitions

Ms. Lockhart states that she will work on the request for the performance standards from the surrounding towns.

2. SUP#2018-009, McDonald's Drive-Thru Lane

After the 5 minute recess, Chairman Caudle calls the meeting back to order.

Commission James makes a motion *to move the Planning Commission to refer SUP#2018-009, McDonald's second drive-thru to the Town Council with the recommendation of approval*. Commissioner Kharel seconds the motion.

Councilman Shannon asks about the timeline for this project. Ms. Lockhart estimates that it should be starting by the first of the year.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Tony James, Commissioner
<b>SECONDER:</b>	Aayush Kharel, Commissioner
<b>AYES:</b>	Matt Caudle, Steve Shannon, Tony James, Aayush Kharel
<b>ABSENT:</b>	Nicholas Pulire

#### VII. Old Business

Ms. Lockhart reports that the trash cans and bike racks are at the park. She adds that she is working with an interested sponsor for our playground and has a cost update with using wood chips. She concludes that it will reduce the cost from approximately 52,000 to approximately 25,000 for the playground.

Chairman states that the trash cans look awesome and that these little touches make a big difference. He asks the Planner about the timeline of the playground. She states that her goal is to give the Planning Commission the final plan at the November meeting and to have it presented to the Town Council in December.

## VIII. Town Planner Update

## IX. Town Council Update

Councilman Shannon reports that at the last Town Council meeting the Council approved the Tax Free Meals weekend Ordinance, bond release for Alexandra's Keep, and the Haymarket Historic Foundation funding. He concludes that the Council also voted to override the Mayor's veto on the Crossroads Village Center's 2 SUP's.

## X. Architectural Review Board Update

Commissioner Kharel states that the ARB had two meetings. He states that at the first meeting, September 19th, they had a demolition application for 14801 Washington Street that was tabled until the next meeting. He states that we also chose bike racks and talked to Ms. Lockhart about grants for the Virginia "LOVE" sign. He reports that at the October 17th meeting the demolition for 14801 Washington Street was denied. He adds that Crossroads Village applicant came in with samples for their buildings.

Chairman Caudle asks the Planner what the status is on the house across from Town Hall that was recently boarded up. Ms. Lockhart states that she is expecting demolition applications for all of the structures across the street with the exception of the museum property which is owned by the Town. She further adds that the applications will be going in front of the ARB in December and have approval shortly after. She concludes that she would anticipate some movement by the 1st of the year.

## XI. Adjournment

### 1. Motion to Adjourn

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Steve Shannon, Councilman
<b>SECONDER:</b>	Tony James, Commissioner
<b>AYES:</b>	Matt Caudle, Steve Shannon, Tony James, Aayush Kharel
<b>ABSENT:</b>	Nicholas Pulire

Submitted:

Approved:

  
Shelley M. Kozlowski, Clerk of the Council

  
Matt Caudle, Chairman