



# TOWN OF HAYMARKET TOWN COUNCIL

## SPECIAL MEETING

~ MINUTES ~

Kimberly Henry, Clerk of the Council  
<http://www.townofhaymarket.org/>

15000 Washington St  
Haymarket, VA 20169

Tuesday, October 19, 2021

5:30 PM

Council Chambers

A Special Meeting of the Mayor and Council of the Town of Haymarket, VA, was held this evening in the Council Chambers, commencing at 5:30 PM.

Mayor Kenneth Luersen called the meeting to order.

## I. Call To Order

Councilman Marchant Schneider: Absent, Councilman Chris Morris: Present, Councilman Joe Pasanello: Absent, Councilman Bob Weir: Present, Vice Mayor TracyLynn Pater: Present, Councilwoman Mary Ramirez: Present, Mayor Kenneth Luersen: Present.

## II. Agenda Items

### 1. Crossroads Village SUP Permit Discussion

Mayor Ken Luersen stated that the true purpose of the meeting was to continue the discussion with Don Wooden with Meladon, owner of the Crossroads Village Center property, and the SUP application he submitted for a restaurant with a drive thru limited to a coffee shop from the last public hearing meeting. Mayor Luersen invited Mr. Wooden to the podium to continue the discussion. Mr. Wooden stated that he would like to address the two issues that is surrounding the SUP. The first being the language or the use description. He stated that his team was using Loudoun County's definition of coffee shop. He recited the definition and offered to edit the definition. He stated that the second issue was the drive thru lane and how it circulates through the property. He brought the traffic engineer with him to show the most recent iteration on the traffic flow.

The Council asked Town Planner Emily Kyriazi if the Town had a definition for coffee shop. Mrs. Kyriazi stated that the zoning does not currently have a description. She stated that she spoke with the Town Attorney on the subject. She stated that although the description is part of the issue by defining light meals, the heart of the problem is the additional traffic during the hours when the other establishments have peak hours for their drive thrus and to make sure that the additional traffic is not encumbering the additional traffic that is already there. She stated that the description could open the Town up for different options on how to better mitigate the peak hour traffic that's generated so everyone is on the same page. Councilman Weir stated that, to his knowledge, Council does not have the authority to make a zoning text change even with something as simple as a definition adjustment without it going to Planning Commission and required Public Hearings. Mrs. Kyriazi asked the Council if they would like to address other concerns that take priority over the description, such as the traffic concerns, first so that those items could be mitigated and then come back to the description of the coffee shop use.

The Town Council asked Mr. Wooden questions regarding the traffic flow and drive thru, particularly exiting the site. Mr. Wooden asked Chad Baird from Gorove Slade Associates to share the most recent changes and updates regarding the Crossroads Village site. Mr. Baird showed the differences of the two plans showing that the exit from the site changed from the side back corner of the site to exiting at the back of the site and moving the dumpster to the back corner. He also shared that the approval of the signal light at Crossroads Village Parkway was in its second phase with VDOT. Mr. Wooden showed a two car queuing for cars that has big or difficult orders to pull over in order to keep traffic flowing. The Council asked Town Planner Kyriazi if moving the dumpster to the back corner addressed her previous concerns. Mrs. Kyriazi stated that the main concern was having the dumpster in the upper corner of the parcel where it could be seen as you drive by the site. She stated that moving it to the back corner addresses her concerns. There were questions to Mr. Baird about parking ratios and the parking area within the double stack drive thru lanes. There was also a discussion on traffic studies during peak hours at other area Starbucks. Mr. Baird also shared that once the signal is installed will help with the traffic congestion and pedestrian traffic at the Rte 55 corridor. He gave a more detailed explanation on the pedestrian walkway design, which would include the

traffic light and crosswalks. He continued to answer various questions on the safety of pedestrians in the area of the Crossroads Village.

There was a short discussion on the definition and editing the zoning text amendment. There was a question on timeline at getting the definition added. A discussion followed on the SUP. There was an explanation that the SUP is required because of the zoning designation of the underlying parcel. Councilman Weir stated that a restaurant is permitted but because of the drive thru the SUP is needed. Mr. Weir brought to the attention of the Council that a coffee shop is not a drive thru restaurant by definition. He stated that there is a dramatic difference in the traffic impact analysis (TIA) between a coffee shop than for a drive thru restaurant. Mr. Weir stated that he believes the traffic impact would increase by 30% than the original use at the site as a bank with a drive thru. A discussion followed with Mr. Baird on the subject of the TIA. Mr. Baird explained internal capture and pass by numbers. He stated that in the original traffic study, they just did shopping center because the internal capture numbers were embedded in it. He stated that when one starts to break out the uses, then they would need to look at internal capture. To be conservative, they stayed with the numbers that VDOT and the Town set in the scope and didn't adjust those numbers. A discussion continued on the TIA.

After the discussion, Mr. Wooden clarified that the Town would be in communication with the Town Attorney in regards to the description of use and that he would work with Town Planner Kyriazi in providing a new traffic analysis with lower numbers. The Council emphasized that they would like a true traffic analysis study. They also ask that the study would give the left turn east numbers at different times. Mr. Baird stated that he would give the updated numbers with the new study.

In conclusion, Mayor Luersen confirmed that the Town will get with the Town Attorney on the SUP description comments and how that fits into the ZTA requirements and for the applicant to provide new trip TIA's.

**2. RFP Discussion**

Town Manager Chris Coon provided the first draft RFP for the Town sidewalk project. Mr. Coon shared that there have some edits made already and asked for the Council to review the document and bring forth any questions or edits. The Council reviewed and discussed the draft. Mr. Coon stated that his goal is to have it in final form that can be discussed at the next work session and get approval at the November 1 regular meeting so that the Town can send it out to start receiving bids. The Town Council directed Mr. Coon to submit the edited form to the Town Attorney for review so that the Town can take action on it once approved by him.

**III. Adjournment**


With no further business before the Town Council, Vice Mayor Pater moved to adjourn with a second by Councilwoman Ramirez. The motion carried.

**1. Motion to Adjourn**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	TracyLynn Pater, Vice Mayor
<b>SECONDER:</b>	Mary Ramirez, Councilwoman
<b>AYES:</b>	Chris Morris, Bob Weir, TracyLynn Pater, Mary Ramirez
<b>ABSENT:</b>	Marchant Schneider, Joe Pasanello

Submitted:

Approved:

  
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 Kimberly Henry, Clerk of the Council

  
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 Ken Luersen, Mayor