



TOWN OF HAYMARKET PLANNING COMMISSION

REGULAR MEETING

~ AGENDA ~

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

15000 Washington Street, Suite 100
Haymarket, VA 20169

Monday, February 11, 2019

7:00 PM

Council Chambers

I. Call to Order

II. Pledge of Allegiance

III. Minutes Approval

1. Planning Commission - Regular Meeting - Jan 15, 2019 7:00 PM

IV. Citizen's Time

V. Agenda Items

VI. New Business

1. Draft Capital Improvements Plan

VII. Old Business

VIII. Town Planner Update

IX. Architectural Review Board Update

X. Town Council Update

XI. Adjournment



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

Tuesday, January 15, 2019

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: Absent.

II. Pledge of Allegiance

III. Minutes Approval

1. Planning Commission - Work Session - Dec 10, 2018 6:30 PM
Commissioner James *moves to accept the minutes from the work session on December 10, 2018.*
Councilman Shannon seconds the motion.

There is no discussion on the motion.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Tony James, Commissioner
SECONDER:	Steve Shannon, Councilman
AYES:	Matt Caudle, Steve Shannon, Nicholas Pulire, Tony James
ABSENT:	Aayush Kharel

2. Planning Commission - Regular Meeting - Dec 17, 2018 7:00 PM
Councilman Shannon *moves to accept the regular meeting minutes from December 17, 2018.*
Commissioner Pulire seconds the motion.

There is no discussion on the motion.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Steve Shannon, Councilman
SECONDER:	Nicholas Pulire, Commissioner
AYES:	Matt Caudle, Steve Shannon, Nicholas Pulire, Tony James
ABSENT:	Aayush Kharel

IV. Citizen's Time

There was no one to speak during Citizen's Time.

V. Agenda Items

1. Jefferson Street/Fayette Street Residential Homes Site Plan

Town Planner, Emily Lockhart, states that this site plan is for the property that was formerly 6810 Jefferson Street. She adds that currently it has a boarded up structure on the property. She further adds that she and the Town Engineer have reviewed the site plan and have a few minor comments for the applicant to address. She concludes that they see no further issue with the site plan and asks that the Commission look at allowing approval this evening with the condition that the applicant meets the Town Engineer's comments.

Minutes Acceptance: Minutes of Jan 15, 2019 7:00 PM (Minutes Approval)

On behalf of the applicant, Tom Basham from Nokesville Design, addresses the dais. Mr. Basham states that they are working diligently to respond to the comments. Some of the comments included minor storm water updates and sediment control.

Ms. Lockhart adds that the applicant did apply last summer to turn the lots from fronting Jefferson to Fayette for easier and safer access to the property.

Councilman Shannon makes a motion *to recommend approval of Site Plan 2018-003 for 6800 and 6804 Fayette Street conditional on the Town Engineer's and Town Planner's previous comments being addressed in detail.* Commissioner James seconds the motion.

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

2. Crossroads Village Center Site Plan

Mike Massey, Engineer from Ross, France, addresses the Commission on behalf of the applicant. Also present is the owner/developer, Igor Levine.

After discussion regarding parking spaces, eliminating the bamboo from the landscaping plan, traffic patterns and walkability of the site, the applicant will make changes as required and submit revisions to Planning Commission at a later date.

Lighting on the site is also addressed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Matt Caudle, Steve Shannon, Nicholas Pulire, Tony James
ABSENT:	Aayush Kharel

VI. Old Business

1. Citizen's Survey DRAFT

Ms. Lockhart updates the Commission on the online survey. Ms. Lockhart also shares with the Commission a new feature available on the Town's new website that residents can utilize to sign up for alerts and notifications.

VII. Town Planner Update

1. February Planning Commission Meeting Date Change

Ms. Lockhart states that the February meeting falls on a holiday. After a brief discussion, the Commission decides to move the February meeting to Monday, February 11, 2019.

Ms. Lockhart updates the Commission on the progress of the playground. She states that she took it to the Town Council at their January 7th meeting. She adds that Councilman Leake has requested a wheelchair accessible swing be added and she is researching this now.

She states that Morais winery has purchased one of the red brick ramblers on Washington Street and is working on a site plan for a tasting room.

Commissioner Pulire asks if there are any updates on the blighted properties across the street? Ms. Lockhart states that this will be on the ARB agenda tomorrow night. She adds that her office currently has a blight letter out regarding the "Firehouse".

She concludes her update announcing Haymarket Day has officially been moved to the 3rd Saturday in October from 10-5pm.

VIII. Architectural Review Board Update

The ARB liaison, Commissioner Kharel, was not present at the meeting. Ms. Lockhart states that the ARB had a work session on the blighted structures across the street and will have their regular meeting tomorrow night.

IX. Town Council Update

Councilman Shannon states that the McDonald's second lane drive thru has been postponed. He further reports that the zoning text amendment and special use permit for the Funeral Home and Crematorium was approved 4-2, however, it was later vetoed by the Mayor. He concludes that awards were presented including Mayor's Volunteers of the Year and Deck the Doors.

X. Adjournment

1. Motion to Adjourn

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

Submitted:

Approved:

Shelley M. Kozlowski, Clerk of the Council

Matt Caudle, Chairman

Minutes Acceptance: Minutes of Jan 15, 2019 7:00 PM (Minutes Approval)



Emily K. Lockhart
Town Planner and Zoning Administrator

MEMORANDUM

TO: Planning Commission
FROM: Emily K. Lockhart
DATE: February 7, 2019
SUBJECT: Capital Improvements Plan Update

Summary:

Please find attached to this packet the outdated CIP spreadsheet. At Tuesday's meeting we will be discussing the Capital Improvement Projects that the Town needs and wants to complete in the coming years. We will be looking at all government projects within the Town limits of the course of the next five years. Please review the spreadsheet and take notes on areas for improvements, new projects or projects to complete.

If you have any questions or concerns before the meeting, please email or call me, so that I can provide all documents prior to the meeting for a more productive conversation.

Thank you,
Emily



Town of Haymarket
2016-2021 Capital Improvements Plan

6.1.b

	Town Contributions					Total Project Costs
	Current Year	Future Years				
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	
GENERAL GOVERNMENT						
Streetscape						
Phase 1b		\$100,000	\$800,000			\$900,000
Washington Street Beautification						
Painting of Light Posts		\$20,000				\$20,000
Benches, Pads, Trashcans, Bike Racks		\$5,000	\$5,000	\$5,000	\$5,000	\$20,000
Crosswalk repair		\$50,000			\$20,000	\$70,000
Streets, Sidewalks, Parking						
Shared Use Path	\$250,000					\$250,000
Street Striping (Traffic Calming)			\$7,500		\$7,500	\$15,000
Sidewalk extension (Jefferson St./ Town Side Streets)			\$50,000	\$100,000		\$150,000
Town Center Property						
Master Plan construction	\$100,000	\$0				\$100,000
Security Surveillance System				\$10,000		\$10,000
Harrover Property						
Master Plan Engineering	\$75,000					\$75,000
Construction	\$235,000	\$2,000,000	\$2,000,000	\$2,000,000		\$6,235,000
Town Administration						
Information Technology Upgrades		\$25,000		\$25,000		\$50,000
Town Signage						
4 Gate Way Signs		\$25,000	\$25,000			\$50,000
National Historic Registry Marker				\$5,000		\$5,000
Historic Highway Markers				\$5,000		\$5,000
Quiet Zone						
Quiet Zone Implementation		\$150,000	\$150,000	\$250,000		\$550,000
POLICE DEPARTMENT						
Police Cruiser				\$45,000	\$45,000	\$90,000
RADAR Speed Indicator Signs		\$15,000				\$15,000
Scene/Event Lights						\$0
6x12 enclosed Trailer						\$0
Variable Message Boards			\$20,000			\$20,000
MUSEUM						
Caboose Renovations	\$15,500					\$15,500
Totals	\$675,500	\$2,390,000	\$3,057,500	\$2,445,000	\$77,500	\$7,745,500

Attachment: PC Mtg Draft CIP (3929 : Draft Capital Improvements Plan)

