



Town of Haymarket
15000 Washington Street, #100
Haymarket, VA 20169
703-753-2600

Memorandum

To: Planning Commission Members
From: Kim Henry, Clerk of Council
Re: Meeting Day Change

I was informed last month by Commissioner Walt Young that he would need to resign as of September because he took on a teaching position and that his classes were scheduled for Monday and Wednesday evenings. Mr. Young expressed that he really enjoyed being on the Planning Commission. At the end of June meeting, there was a brief discussion between Commissioners about the possibility of changing the Planning Commission meeting from the third Monday of the month to the second Tuesday of the month. I took this suggestion to the Town Council at their June work session, telling them that there was nothing in Town Code or the Planning Commission by-laws that stated the meeting had to be the third Monday. The by-laws only state that there must be a monthly meeting. I also took a straw vote. Everyone agreed to the change. The next step is for the Planning Commission to set the meeting schedule going forward to the second Tuesday of the month and a beginning date. Staff recommends the Planning Commission start the new meeting dates in September. This gives us time to notify the citizens and effectively prepare the agenda.

Motions:

I move that the Haymarket Planning Commission move their monthly meetings from the third Monday of the month to the second Tuesday of the month effective September 10, 2024.

Of Alternate Motions