



PLANNING COMMISSION PUBLIC HEARING/REGULAR MONTHLY MEETING

Monday, July 15, 2024 at 7:00 PM

Council Chambers – 15000 Washington St., STE 100 Haymarket, VA 20169

<http://www.townofhaymarket.org/>

DRAFT MINUTES

I. CALL TO ORDER

1. Roll Call

PRESENT

Commissioner Jerome Gonzalez
Commissioner Pankaj Singla arrived at 7:30 PM
Commissioner Justin Baker

ABSENT

Councilmember Alexander Beyene
Commissioner Walt Young

II. PLEDGE OF ALLEGIANCE

III. OATH OF OFFICE

While waiting for Commissioner Singla to arrive, Town Clerk Kim Henry gave the oath of office to Justin Baker, the newest Planning Commission member.

Upon the arrival of Pankaj Singla, Town Clerk Kim Henry gave the oath of office to Mr. Singla for his re-appointment to the Planning Commission.

IV. PRESENTATION OF CERTIFICATES - Mayor Luersen

Mayor Ken Luersen presented a Certificate of Appreciation to Rob Hallet for his years of service on the Planning Commission. Mayor Luersen also presented a letter and Certificate of Acceptance to Commissioner Justin Baker welcoming him to the Planning Commission.

The Planning Commission took a brief recess waiting on the arrival of Commissioner Singla.

V. APPOINTMENT OF CHAIRPERSON, VICE CHAIR AND LIAISON TO ARB

Town Clerk Kim Henry shared that Councilmember Alexander Beyene said he would be the Chairman if no one else wanted to step into that role.

Commissioner Gonzalez nominated Councilmember Alexander Beyene as the Chairman of the Planning Commission for the next year. With no other nominations, Commissioner Gonzalez moved to appoint Alexander Beyene as the Chairman of the Planning Commission for the next year. Commissioner Singla seconded the motion. The motion carried.

**Motion made by Commissioner Gonzalez, Seconded by Commissioner Singla.
Voting Yea: Commissioner Gonzalez, Commissioner Singla, Commissioner Baker**

Town Clerk Kim Henry stated that next appointment would be the Vice Chairman.

Commissioner Singla nominated Commissioner Jerome Gonzalez as the Vice Chairman. With no other nominations, Commissioner Singla moved to appoint Jerome Gonzalez as the Vice Chairman. Commissioner Baker seconded the motion. The motion carried.

**Motion made by Commissioner Singla, Seconded by Commissioner Baker
Voting Yea: Commissioner Gonzalez, Commissioner Singla, Commissioner Baker**

Town Clerk Kim Henry stated that the next appointment would be the liaison to the Architectural Review Board. She shared that Commissioner Baker would like to volunteer for the position.

Vice Chairperson Gonzalez nominated Justin Baker as the liaison to the Architectural Review Board. With no other nominations, Commissioner Singla moved to appoint Justin Baker to the Architectural Review Board. Vice Chairman Gonzalez seconded the motion. The motion carried.

**Motion made by Commissioner Gonzalez, Seconded by Commissioner Singla.
Voting Yea: Commissioner Gonzalez, Commissioner Singla, Commissioner Baker**

VI. PUBLIC HEARING

1. Public Notice

Vice Chairman Gonzalez asked for the Public Notice to be read into the record.

At this time, Town Planner Thomas Britt presented his report on the application followed by the representatives of the applicant's presentation and comments before opening to citizen comments.

Mr. Britt stated that the application is for a drive thru expansion at Chick Fil-a. He shared that the Chick Fil-a has been operating with an approved SUP for the current drive thru since 2015 with two ordering lanes that converge into one pick up lane. He shared that the proposed expansion would extend the outer lane so that there would be two pick up lanes and then go back down to one lane when exiting the property. He stated that the expanded lane will take away the landscaping buffers that separates their property and the Virginia National Bank property. He stated that the bank and the dentist office will have re-routed traffic with their parking lot becoming one way entry and exit point. Mr. Britt referred to the Town's Zoning Ordinance Code #58-4.28 looking at the proposed use for the application, the applicant provided a traffic impact study, and the general traffic conditions on Washington Street. He moved into the character of the area and the existing structures. He stated that the landscaping buffer would be replaced with a plastic buffers instead of curb island which poses a problem with safety issues and does not meet zoning ordinance requirements. He also shared that between the Chick Fil-a and the Lifetime Smiles building is an existing storm water facility drain that serves that part of the property which will need to be addressed. He stated that the Lifetime Smiles entry point behind the bank will be significantly narrowed. He referred to the Town's Comprehensive Plan and what would be accessible by foot traffic. He stated with the increase in vehicular traffic, this would be a safety issue for pedestrian traffic. Mr. Britt concluded that given the conditions that was presented and the interpretation of the Zoning Ordinance, staff recommends denial of the SUP.

At this time, Mr. Britt introduced Christina Hughes from the Bohler Engineering, Gideon Lee from JLL supporting Chick Fil-a, and Don Wooden the owner of the Crossroads Village Center. Ms. Hughes started with their presentation and shared that the proposal for the application is to extend the second drive thru lane for a second pick up point which results in a decrease in the adjacent drive lane width and delineators rather than a curb island with landscaping. She stated that there will be a small island at the end of the drive thru so that there is no confusion in the exit. She continued to state that there is room for some proposed landscaping. She stated that there will be a minor alternation to the north entrance for additional landscaping. Ms. Hughes shared that this would not result in increased traffic to the site but to better control and to be more efficient to the existing traffic.

Mr. Lee, from JLL supporting Chick Fil-a, was next to present. He shared that this plan is a national re-development roll-out that stemmed from the Covid pandemic. He stated that prior to Covid, the tradition was the dine in experience but quickly changed to drive through needs. He shared that coming out of Covid since 2020, the digital and mobile technology adapted quickly which they worked under an umbrella where the retro fit existing restaurants that don't have the extra real estate to add capacity with the idea of adding a second pick up lane. He stated that the second lane would be a bypass lane from the main lane, not an additional lane. He also addressed the adjacent bank parking lot, which the drive thru would take part of that parking lot, forcing a one way traffic enter and exiting the bank property. At this time, he gave the floor to Don Wooden, property owner. Mr. Wooden said that when they started talking to all tenants surrounding the Chick Fil-a and looking specifically at the bank traffic flow, they determined that some of the banking parking lot could be used for Chick Fil-a since most of the traffic for the bank is drive thru traffic. He continued to state that those wishing to use the bank lobby, would also enter and exit the bank the same way. He also addressed the traffic flow that was previously discussed at the Planning Commission and Town Council level when the Lidl parcel was being considered. He stated that there was traffic stacking concerns at the Chick Fil-a entrance. He shared that this conversation brought on the traffic light at the entrance to Crossroads Village. He continued to state with the one way directional at the bank, traffic could be directed to the back of the parcels coming out at the Crossroads Village traffic light. He stated that the curbs and the drive aisle is already been built to accommodate that access. He addressed the Lifetime Dental parking lot, which will have two way entrance access but can only exit the same as the bank exit. He concluded that as far as he is aware, all the tenants in that area are in favor of this plan.

2. Citizen Comment

No Citizens were present to comment on the subject.

3. Close Public Hearing

With no public comment, Vice Chairman Gonzalez closed the Public Hearing.

VII. CITIZENS TIME

There were no citizens present at this evening's meeting.

VIII. MINUTE APPROVAL

1. Planning Commission - Regular Monthly Meeting

Commissioner Singla moved to approve the Planning Commission meeting minutes from June 17, 2024. Commissioner Baker seconded the motion. The motion carried.

**Motion made by Commissioner Singla, Seconded by Commissioner Baker.
Voting Yea: Commissioner Gonzalez, Commissioner Singla, Commissioner Baker**

IX. AGENDA ITEMS

1. Consideration of SUP #2024-001: Second Drive Thru - 15186 Washington Street

Town Manager/Zoning Administrator Emily Kyriazi stated that staff will start the discussion by having Town Planner Thomas Britt speak and ask some questions to the applicant first. She invited the applicant to the podium so that a dialogue between staff and the Planning Commission could take place. Mr. Britt stated that there was a discussion with the other tenants about this plan being the most optimal routing of the traffic. He asked within the internal Chick Fil-a space what other traffic mitigation measures would there be, such as the exit onto Crossroads Village Blvd. Mr. Lee stated that from the entry point, nothing will change as far as the circulation pattern. Mr. Wooden shared that on the eastern rear corner of the site there will be extension of the landscaping buffer to the east and make that a one way exit out of the rear portion of the Chick Fil-a. Town Manager Emily Kyriazi stated that on the plan there was no internal traffic shown and asked if there could be a new internal traffic mitigation plan to direct people back to Crossroads Village Blvd traffic signal. Mrs. Kyriazi also stated that staff has seen a significant improvement on the redirection of traffic in the parking lot since Covid and that staff has not seen a lot of delays since Covid. She also stated that it was her understanding that this bypass lane was for mobile orders only. She asked if that is still the plan for this lane. Mr. Lee stated that the second lane would be used for both a bypass of the original lane, if needed, and a mobile order lane. Mr. Lee also stated that the goal is to increase capacity for future growth. There was a question on why the delineators versus a hard scape curb. Ms. Hughes said it was because of the width. There was a discussion on how narrow the bank parking lot would be if curb was installed. Mrs. Kyriazi asked if angle parking at the bank would be an option to allow for a curb. Ms. Hughes answered that even though it would seem more beneficial, the bank would lose parking spaces. She stated that they are trying to minimally impact the bank parcel. The Planning Commission asked several questions including the angled parking at the bank, altering the merge lane at the drive thru and projections of added traffic on the second drive thru. The discussion continued on the internal marking to help with the flow of traffic. A discussion also ensued on the landscaping. Town Manager Kyriazi asked about the landscaping buffer between the bank and Chick Fil-a parcels. She shared her concerns of vehicles backing up in the bank lot without seeing any landscaping buffer. Ms. Hughes shared that although there would not be any landscaping buffer at the pick up point, the current landscaping would be placed elsewhere on the site. The Planning Commission asked for an example of where the expansion has been done at another Chick Fil-a so that they could look at the finished product. The team provided local restaurants that are going through a full expansion from one lane to two lane all the way through. There was also a question on the mobile ordering and the possibility of both drive thru lanes being blocked. Mr. Lee addressed the question. There was a question on if there has been a conversation with the bank and the required spaces needed for parking at their parcel. Mr. Wooden shared that he spoke with the bank and that most of the customers use the drive thru at the bank as opposed to using the lobby and that most of the flow of traffic is one way through the parcel as suggested. The Planning Commission continued to discuss the angle parking at the bank. Town Manager Emily Kyriazi stated that according to Zoning the bank would need to maintain the required spaces for parking and the ADA requirements for parking. After the discussion, Town Manager Emily Kyriazi summarized that staff will meet with the representatives to discuss internal traffic mitigation measures, the landscaping on an updated plan, the curbing option, and the Planning Commission concerns that were brought forth. She stated that this subject can be deferred until the August meeting.

2. One Mile Review: SUP for Walmart Pick-up Expansion - 6530 Trading Square

Town Planner Thomas Britt explained that every Prince William County Special Use Permit application that is within one mile of the Town of Haymarket is brought forth to the Planning Commission for comments. He stated that the Walmart located at Trading Square submitted an SUP to the County to expand and re-locate their pick up area. He stated that the area would be moved from the east side of the building to the west side of the building which has less traffic. Mr. Britt stated that the comments to the County are due back by mid-August. The Planning Commission reviewed the plans and provided suggestions.

3. Change of Meeting Day

Town Clerk Kim Henry shared with the Planning Commission that there was a consensus to change the meeting day from the third Monday of the month to the second Tuesday of the month. She stated that she checked the by-laws and there was not anything keeping them from changing the date. She also shared that she received the go ahead from Town Council to change the date, as well. She stated that this meeting day change is to accommodate a Commissioner who would like to stay on the Commission but has taken a job that conflicts with the current meeting day. A discussion followed on notifying the public of the meeting day change.

Commissioner Singla moved that the Haymarket Planning Commission move their monthly meetings from the third Monday of the month to the second Tuesday of the month effective August 13, 2024. Commissioner Baker seconded the motion. The motion carried.

**Motion made by Commissioner Singla, Seconded by Commissioner Baker.
Voting Yea: Commissioner Gonzalez, Commissioner Singla, Commissioner Baker**

X. OLD BUSINESS

Town Planner Thomas Britt gave the Old Business updates. He shared that staff is still working with the applicant on the Bleight Drive townhomes and providing comments and resolving any outstanding items. Mr. Britt also shared that the Comprehensive and Zoning Text Amendments that Planning Commission considered at a previous meeting will be before the Town Council at a public hearing on July 29. He also gave an update on the Town Park sidewalk.

XI. NEW BUSINESS

Town Planner Thomas Britt gave the New Business updates. He shared that the Architectural Review Board has been working on the historic guidelines with suggestive changes to the Comprehensive Plan. He stated that these changes will be brought forth to the Planning Commission in the upcoming months.

XII. ARB UPDATES

Town Planner Thomas Britt gave the Architectural Review Board updates. He shared that the ARB considered a exterior refurbishing application.

XIII. TOWN COUNCIL UPDATES

Town Manager Emily Kyriazi gave the Town Council updates. She shared that the Council started their fiscal year on July 1st and are working through their top priorities with one being the Park sidewalk, which staff is working with the Engineer and contractor for that project. She also shared the Town events, such as the summer concert and Haymarket Day. She also shared of the upcoming Town Council meetings. She stated that at the July work session, the Council will get a

financial report of the Town from VML/VACO and what projects the Town can be working on. The Council will also have a public hearing on that date to consider an ordinance on snow and ice removal on Town owned sidewalks. Lastly, Mrs. Kyriazi gave an update on the new trash service that started on July 1st.

XIV. ADJOURNMENT

With no further business before the Planning Commission, Vice Chairman moved to adjourn with a second by Commissioner Singla. The motion carried.

**Motion made by Commissioner Gonzalez, Seconded by Commissioner Singla.
Voting Yea: Commissioner Gonzalez, Commissioner Singla**

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