

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

September 10, 2018

7:00 p.m.

Approved Minutes

- **CALL TO ORDER:** Mayor John Fox Sullivan called the Town Council meeting to order at 7:03 p.m. Council members Mary Ann Kuhn, Jerry Goebel, Fred Catlin, Katharine Leggett and Patrick O'Connell were present. Council member Brad Schneider was absent. Town Attorney John Bennett and Town Clerk Laura Dodd were present.
- **MINUTES:** March 27, 2018 and April 9, 2018 draft minutes: Ms. Dodd made a correction to page 3 under the ESS contract agenda item, on line four, the word "increase" should be added after the phrase "2% ". Ms. Kuhn gave Ms. Dodd some typographical and grammar corrections for both sets of minutes and made a motion to approve the March 27, 2018 and the April 9, 2018 minutes as corrected and Ms. Leggett seconded and the motion passed 6-0
- **REPORTS:** Treasury Report: Mr. Goebel reviewed the attached Bank Summary Report, the Bills-To-Be-Paid list and the Additional Bills to Be Paid List.
Ms. Leggett made a motion to approve the Treasurer's report and Mr. O'Connell seconded and the motion passed 6-0.

Planning Commission: Chairman Catlin discussed that the Planning Commission had met with the Housing Task Force on August 27, 2018 to work on developing a draft Planned Unit Development (PUD) Ordinance and out of that meeting a draft PUD Ordinance was being reviewed by John Bennett and consultants John McCarthy and William Cilimberg. He discussed that the Planning Commission would be incorporating the comments from Mr. Bennett, Mr. McCarthy, and Mr. Cilimberg into a draft ordinance on September 24, 2018 and hoped to present a draft PUD Ordinance to the Council at the October Council meeting for possible consideration of authorization of a public hearing for the Council's November meeting.

Architectural Review Board: Mayor Sullivan reported that the ARB would be meeting that week to consider an application from the Kauffmanns, the new owners of the Hodges property, to build a shed.

- **TOWN ATTORNEY:** Update on Recent Changes by Virginia Legislature regarding B&B Providing Meal Services: Mr. Bennett discussed House Bill (HB) 555 that now allowed BnB's to serve three meals a day to up to sixteen guests per day. Ms. Kuhn discussed that the bill allowed a non-commercial kitchen to post that they were not inspected by the Health Department, where before B&B's could only serve breakfast without a commercial kitchen.

Mr. Bennett discussed that the Town had had the ability to allow the serving of meals 3 times a day up to a certain number of guests but that had been restricted by the need for and cost of a commercial kitchen.

Mr. Goebel asked if the Council needed to change its ordinance.

Mr. Bennett discussed that HB 522 was enabling legislation but that didn't mean the Town had to enact it and that the Town would have to vote on it if it wanted to change the ordinance.

After a short discussion, Ms. Kuhn discussed that she would check with the Virginia B&B Association to see how they were dealing with the new law.

Mayor Sullivan discussed the process if the Town wanted to change the ordinance then they would have to draft a new ordinance, hold an advertised public hearing, and vote to approve or not.

Mr. Bennett discussed that it would be best to consider whether changing the ordinance would benefit businesses.

Mr. Aichele discussed that if the ordinance was changed, the Council needed to look at how it might affect existing B&B's Special Use Permits and how changing those conditions might affect the neighbors. He discussed changing the number of meals that could be served might be beneficial to business owners and might also increase mid-week business.

Mayor Sullivan congratulated Mr. O'Connell and his team for the extraordinary Innstock event with 1000 happy people getting along and having fun. He discussed that the Post Office had decided to leave town and move out onto Route 211 near the bank, which was depressing and frustrating. He thanked Butch Zindel, Dr. Jerry Martin, and John Anderson for their efforts in trying to keep the Post Office in town. After a short discussion, Mayor Sullivan discussed that the Town would be thinking of what it might be able to do but for now it was taken off the table.

Ms. Leggett discussed if the new location did not work out an alternative might be the Warren Avenue Property owned by the Town.

• OLD BUSINESS: a). Task Force Committees Meeting Update: Mr. Catlin discussed that the Town had received recommendation from the Housing, Business, and Tourism Task Forces.

Ms. Kuhn reported that the Business Task Force was presenting its recommendations (attached) to the Council that evening and that among the recommendations was to review and distribute the survey developed by the Business Task Force, with input from the Tourism Task Force, to town residents, businesses and commercial property owners to assess the current business landscape and determine among other things the types of businesses they would like to see in town and that would be useful. She read through several of the other recommendations and asked what the process was now that the Council had the recommendations and what was the next step.

Mr. Catlin spoke in favor of the Business Task Forces recommendation to set up an Economic or Business Development Office and/or appoint a person or group to follow up on the survey and to make recommendations to the Council.

Mayor Sullivan discussed that he felt the Council should be looking at the recommendations themselves before setting up a committee.

Caroline Anstey discussed that the committee could be made up of a Council member, and a Planning Commissioner, and members of the public.

Alan Comp discussed that the Business Task Force should come back with the list of recommendations prioritized

Mr. Catlin spoke in favor of the Business Task Force coming back to Council with the recommendations prioritized.

Drew Beard discussed that the recommendations received by Council from the Tourism Task Force included the survey in conjunction with the Business Task Force.

Fred thanked all the Task Force members who had met for their hard work.

Gail Swift discussed that the Finance and Administration Task Force wouldn't be coming with their recommendations until they had a chance to incorporate all the Task Force recommendations, particularly, the Infrastructure Task Force's, which hadn't come in yet. She discussed that the Infrastructure Task Force would be meeting again on Monday, September 24, 2018 at 5 pm.

b). Discussion and Possible Authorization of a Public Hearing on the Eatman/Eagle Gay Street Stub Street Vacation request: Mr. Bennett discussed that the Council had originally asked the applicants to come back with a VDOT appraisal but that might not be appropriate because of costs and instead he now felt that the applicants should come forward with an offer and state their terms so Council could make a counter offer so there would be no additional fees to the applicants until they knew how Council wished to proceed. He discussed that a letter from Ms. Eagle stating that the building would be cleaned-up with a time-line should be a condition of the transfer.

Mr. Brown reviewed the application and discussed that there was a letter discussion that Ms. Eagle was willing to clean the lot as a public benefit as was Mr. Eatman maintain the front of his property. He asked that the Council move forward with the application and hold a public hearing.

Mayor Sullivan discussed that for the Council to move forward it needed to determine if there were any future uses of the stub street, which he did not see, and the Town should get something for the property either a financial benefit and or some other benefit for the transfer. He discussed that there was real value to pushing for the clean- up of the property.

Mr. O'Connell left the meeting at 8:10 p.m.

Ms. Anstey discussed that she felt that there should be a policy on stub street abandonment so each stub street vacation request would have to meet certain criteria and standards according to the policy and it would not be an ad hoc consideration of each stub-street on a case by case basis.

Mr. Aichele spoke in favor of Stub Street Policy.

Mr. Catlin spoke in favor the application but discussed that he needed more clarity on why Ms. Eagle was unable to build in regard to setback issues in writing. He also discussed that he needed more than a greater likelihood that improvements would occur in writing. He discussed that the Planning Commission would be willing to review a Stub Street Policy at their September 24th meeting.

Mayor Sullivan discussed that Mr. Comp had raised concerns about the process of the possible demolition of Ms. Eagle's shed, which he shared, although he didn't think it could be saved. He discussed that he wanted more clarity on the historic significance of the shed.

Ms. Eagle gave the Council a drawing of a house she might build on the foundation.

Mr. Catlin discussed he needed more written clarity on the application. He made a motion that the Town Council authorize the Planning Commission to review and come up with a process or check list of issues that the Town Council should consider when vacating a stub street and Mayor Sullivan seconded and a roll call vote was taken:

Ms. Kuhn voted "yes"

Ms. Leggett voted "yes"

Mayor Sullivan voted "yes"

Mr. Catlin voted "yes"

Mr. Goebel voted "yes"

And the motion passed 5-0.

- NEW BUSINESS: a). Presentation to the Council by the Planning Commission of a Draft Planned Unit Development (PUD) Ordinance: This item was tabled by consensus.

:

- PUBLIC FORUM: Mayor Sullivan opened the Public Forum.
Henry Gorfein discussed that the proposed PUD Ordinance looked more like a mission statement than an ordinance.
Mr. Aichele reviewed the process of how the draft ordinance was written and thought that Mr. Gorfein may not have had the latest draft.
Mr. Gorfein encouraged the Town to reach out to the Parents and Teachers Association and others to enlist their help in speaking out against the new Post Office location based on traffic and safety issues so close to the Elementary School.
Mayor Sullivan closed the Public Forum.

- CLOSED SESSION: There was no closed session.
- ADJOURNMENT: 8:58 p.m. Ms. Kuhn moved to adjourn and Mr. Goebel seconded and the motion passed 6-0.

NEXT REGULARLY SCHEDULED COUNCIL MEETING ON OCTOBER 8, 2018

Respectfully submitted,

Laura Dodd

Attachments:

Treasurer's report

Additional Bills to be Paid

Bills to be Paid

Recommendations from the Business and Tourism Task Forces