

# The Town of Washington

"THE FIRST WASHINGTON OF ALL"

August 13, 2018

7:00 p.m.

Approved Minutes

- CALL TO ORDER: Mayor John Fox Sullivan called the Town Council meeting to order at 7:00 p.m. Council members Mary Ann Kuhn, Jerry Goebel, Fred Catlin, Brad Schneider, Katharine Leggett and Patrick O'Connell were present. Town Attorney John Bennett was absent. Town Clerk Laura Dodd was present.
- MINUTES: March 12, 2018: Ms. Kuhn gave Ms. Dodd some typographical and grammatical corrections and made a motion to approve the March 12, 2018 minutes and Mr. Schneider seconded and the motion passed 7-0.
- 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. Catlin seconded and the motion passed 7-0.

Planning Commission: Chairman Catlin discussed that the Planning Commission had had a good work session with the Housing Task Force and that he would be reporting more under the Task Force Update agenda item.

Architectural Review Board: Ms. Dodd reported that the ARB had met last week and had approved an application for an addition and other items for Avon Hall.

Mayor Sullivan reported that VDOT would be repaving some of the Town's streets either at the end of August or the beginning of September. He also discussed that the Town hoped to hear about the new Post Office location soon and that he had sent a letter, attached, in support of the Post Office remaining in town to the Postal Service.

- TOWN ATTORNEY: Mr. Bennett was absent.
- PUBLIC HEARING: Ordinance to address P to P Rentals (Nee Air BnB's): Mayor Sullivan discussed that the Council and the Planning Commission had had considerable public discussion on the draft ordinance as well as having held an advertised joint public hearing on it, where the Planning Commission had recommended approval. He discussed that Council had re-advertised and was holding this public hearing due to changes to the draft that had been agreed to at the last meeting.  
He opened up the public hearing:  
There were no comments from the public and Mayor Sullivan closed the public hearing.  
Mr. Catlin made a motion to approve the Ordinance to Authorize Short-Term P to P Rentals Lodging by Special Use Permit upon stated findings and conditions and the addition of "Operator" and "Short-Term Rental" as new definitions to the "Ordinance Definitions" as written and Ms. Leggett seconded and a roll call vote was taken:

Mr. Schneider voted “yes”  
Mr. O’Connell voted “yes”  
Ms. Kuhn voted “yes”  
Mayor Sullivan voted “yes”

Mr. Goebel voted “yes”  
Ms. Leggett voted “yes”  
Mr. Catlin voted “yes”

And the motion passed 7-0.

- OLD BUSINESS:

b). Innstock Resolution: Consideration by the Town Council and possible adoption of a Resolution in accordance with the provisions of Section 1-5-1 of the Town’s Zoning Ordinance to permit a public fair to be held by the Inn at Little Washington on September 2, 2018 beginning at 4:00pm, upon the 20 acre meadow bounded by the Inn’s Tavern and Calvert and Middle Streets, owned by the Inn. All residents of the Town would be invited as complementary guests, along with others charged an admission. The fair is to celebrate the Inn’s 40<sup>th</sup> anniversary and would include 25 or more alumni chefs trained under Patrick O’Connell; food preparation, displays and consumption; fireworks on the property; live music; observance of ABC regulations; and media in attendance. Parking is to be at the public park across route 211 and at the fire department, shuttles are provided. Section 5-1-1 requires a majority of Council to determine the public fair to be adequately insured, is in the best interests of the Town’s residents and businesses, there will be no unreasonable imposition on residents or businesses of the area, there are adequate public services to serve the expected attendees, and provisions are in place to handle clean up and any damage to Town property.

Mr. O’Connell recused himself and left the Council table.

Mayor Sullivan discussed that the resolution, attached, was required by the Zoning Ordinance as a public fair. He discussed that the Innstock event had been discussed at multiple previous Council meetings and that it would be valuable to both the Town and the County. He discussed that although it had been previously discussed that there might be some road closings that was no longer the case and that there would no longer be any camping in town. He discussed that the Town had received a letter from David Fiske, the Inn at Little Washington’s lawyer, asking for the Town’s support and which outlined various factors regarding the event and certain procedures that would be followed.

Mayor Sullivan read through Section 1-5-1 of the Zoning Ordinance and the five additional standards that the Council would need to find in the positive before approval of the resolution.

Mr. Goebel made a motion to approve the resolution if the criteria were met and Ms. Leggett seconded.

Mayor Sullivan read through the resolution and Mr. Fiske’s letter, attached.

Ms. Leggett discussed that she thought all the conditions had been met.

Ms. Kuhn discussed that she had had concerns regarding the fireworks but she was now satisfied as she had seen an email from Kevin Williams, from the Rappahannock County Building Office, which showed that the County had approved the fireworks permit.

Mayor Sullivan discussed that the fireworks permitting process and that the fireworks people were experienced and licensed.

Mr Schneider discussed that his property shared more property boundary with the Inn at Little Washington than any other property and, after seeing how the event was going to be managed, he was comfortable with it.

Mayor Sullivan led the Council through a review and determination of the applicable standards for public fairs:

a. Adequate insurance or like surety is in place to handle any liability attaching to the Town's residents:

Mr. Schneider voted "yes"	Mr. Goebel voted "yes"
Ms. Kuhn voted "yes"	Ms. Leggett voted "yes"
Mayor Sullivan voted "yes"	Mr. Catlin voted "yes"

b. The fair/carnival/event is in the best interests of the Town of Washington residents and businesses:

Mr. Schneider voted "yes"	Mr. Goebel voted "yes"
Ms. Kuhn voted "yes"	Ms. Leggett voted "yes"
Mayor Sullivan voted "yes"	Mr. Catlin voted "yes"

c. No unreasonable imposition on business and residents of the area will result:

Mr. Catlin voted "yes"	Mayor Sullivan voted "yes"
Mr. Goebel voted "yes"	Ms. Kuhn voted "yes"
Ms. Leggett voted "yes"	Mr. Schneider voted "yes"

d. Adequate public services exist to serve the expected attendees:

Mr. Catlin voted "yes"	Mayor Sullivan voted "yes"
Mr. Goebel voted "yes"	Ms. Kuhn voted "yes"
Ms. Leggett voted "yes"	Mr. Schneider voted "yes"

e. Provisions are in place to handle clean up and replacement of any damaged Town property:

Mr. Schneider voted "yes"	Mr. Goebel voted "yes"
Ms. Kuhn voted "yes"	Ms. Leggett voted "yes"
Mayor Sullivan voted "yes"	Mr. Catlin voted "yes"

Mr. Goebel again made a motion to adopt the resolution and Ms. Leggett again seconded and a roll call vote was taken:

Mr. Schneider voted "yes"	Mr. Goebel voted "yes"
Ms. Leggett voted "yes"	
Ms. Kuhn voted "yes"	Mr. Catlin voted "yes"
Mayor Sullivan voted "yes"	

And the Resolution passed 6-0.

At 7:40 p.m. Mr. O'Connell returned to the Council table.

a). Task Force Committees Meeting

Update: Ms. Kuhn reported that the Tourism Task Force had had its fourth meeting the week before and had finalized their recommendations and would be presenting them to the Council at the September 10, 2018 Council meeting. She reported that the Business Task Force would be having its fourth meeting on August 22, 2018 at 6 p.m. and they would be finalizing their recommendations to present to Council. She discussed that minutes for the meetings were available at the Town office.

Mr. Goebel discussed that the Finance and Administration Task Force had meet on August 1<sup>st</sup> and that he had been elected Secretary and Gail Swift had been elected Chair. He discussed that they were looking at objectives such as alternative office space, a part-time maintenance person, a repair fund, obtaining grants for a new well,

maintenance agreements for water and sewer, and also looking at the Meals and Lodging Tax. He said that they would be meeting next on August 29, 2018 at 5 p.m. Mr. Schneider discussed that the Infrastructure Task Force had met and that Nancy Buntin had been elected Secretary and he had been elected Chair and that basically they were collecting information on the water and sewer systems.

Ms. Dodd discussed that the Town would be meeting with the Federal Emergency Management Agency (FEMA) regarding upcoming changes to the Flood Plain designations within the town and it looked like the current Flood Plain designations in town would be taken out. She discussed that the Town would have to approve a new Flood Plain Plan Ordinance in the near future.

Mr. Catlin discussed that the Housing Task Force had met on July 11, 2018 and had discussed the development of a Planned Unit Development (PUD) ordinance and why it would be something for the Council to consider. He discussed that they had held a work session with some Planning Commission members on August 8, 2018 to discuss what a PUD looked like. He discussed that the Housing Task Force would be following up on August 27, 2018 with the Planning Commission to firm up ideas from August 8<sup>th</sup> and then they hoped to recommend at the September meeting that the Council consider adopting a PUD. He reviewed a short document, attached, from the American Planning Association, which discussed PUDs and that they could be used to advance a number of smart growth and sustainability issues. He discussed that a PUD was considered by the Housing Task Force to be the next logical step for the Town.

Housing Task Force member Gary Aichele spoke in favor of a PUD ordinance as a way to increase the residential population in town, which was a goal of the Comprehensive Plan, which he discussed was almost impossible under current zoning.

Mr. Catlin thanked all the people who had worked on the Task Forces over the summer and encouraged people to continue to be involved.

Ms. Sharron Proper asked about what areas were being considered for new growth and if the changes to the Flood Plain designations would mean that that land could now be built on.

Mr. Catlin discussed that the Council had not addressed any specific housing developments or boundary line adjustments but the PUD was distinctly different and separate from any possible building on the Flood Plain.

Ms. Dodd discussed that she would report back to the Town regarding what the changes to the Flood Plain meant but it was currently possible to build on property that was designated in the Flood Plain but the property owner had to have Flood Plain insurance.

• NEW BUSINESS: a). Country Water Proposal to Replace a Fire Hydrant on Piedmont Avenue: Mayor Sullivan discussed a proposal to replace a hydrant on Piedmont Avenue, which had recently been deactivated due to a major leak.

Mr. Schneider reviewed the proposal replacement and discussed that Country Water would be able to install the new hydrant and remove the old hydrant without having to turn off the Town's water.

Mr. Goebel discussed that it might be in the Town's best interest to put it out to bid.

Mr. Schneider discussed that the Infrastructure Task Force would be looking at all the hydrants with Country Water in the future as there was the potential for other emergency leaks.

Ms. Leggett spoke in favor of the proposal and discussed that it was a public safety issue and she made a motion to approve Country Water Systems' proposal up to \$15,673.00 and Ms. Kuhn seconded and a roll call vote was taken:

Mr. Schneider voted “yes”      Mr. Goebel voted “yes”  
Mr. O’Connell voted “yes”      Ms. Leggett voted “yes”  
Ms. Kuhn voted “yes”      Mr. Catlin voted “yes”  
Mayor Sullivan voted “yes”  
And the motion passed 7-0.

- PUBLIC FORUM: Mayor Sullivan opened the Public Forum.  
Mr. Aichele spoke in favor of replacing the fire hydrant.  
Thom Pellikaan commended the Council for passing the Innstock Resolution. He reminded the public that the Christmas Parade would be held on December 2, 2018 to benefit the Food Pantry.  
Mayor Sullivan closed the Public Forum.
- CLOSED SESSION: There was no closed session.
- ADJOURNMENT: 8:10 p.m. Mr. Goebel moved to adjourn and Mr. Catlin seconded and the motion passed 7-0.

NEXT REGULARLY SCHEDULED COUNCIL MEETING ON SEPTEMBER 10, 2018

Respectfully submitted,

Laura Dodd

Attachments:

Treasurer’s report  
Additional Bills to be Paid  
Bills to be Paid  
Mayor Sullivan’s letter to the Postal Service.  
Approved Ordinance to Address P to P (Nee Air BnB’s)  
Approved Innstock Resolution  
Letter from David Fiske  
PUD Document from American Planning Association  
County Water Systems Proposal to replace fire hydrant