

The Town of Washington

November 11, 2022
Council Meeting
Approved Agenda
7:00 p.m.

- CALL TO ORDER Action
- APPROVAL OF THE AGENDA Action
- MINUTES
 - October 10, 2022 Council meeting minutes Action
- REPORTS
 - Mayor's Report: Mayor Catlin Information
 - Treasurer's Report: Ms. Swift Information
 - Town Attorney Mr. Crim Information
 - Zoning Administrator: Mr. Gyurisin Information
 - Public Works Committee Information
 - Planning Commission Information
 - Architectural Review Board Information
- OLD BUSINESS
 - a) Holiday party, December 11 Information
 - b) Sidewalk repairs Discussion
 - c) Review of the draft solar panel ordinance Discussion
 - d) Fireworks application process Discussion
 - e) GAP Transportation Study Discussion
- NEW BUSINESS
 - a) Public hearing: Tap fee schedule Possible Action
 - b) Public hearing: swimming pool zoning text amendment Possible Action
 - c) Administrative components for the Rush River Commons site plan review and final approval Possible Action
- PUBLIC FORUM
- ADJOURNMENT

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL
December 12, 2022

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

November 14, 2022

7:00 p.m.

APPROVED Minutes

- CALL TO ORDER: Mayor Fred Catlin opened the meeting at 7:00 p.m. Council members Drew Beard, Jean Goodine, Brad Schneider, and Joe Whited were present. Patrick O'Connell and Gail Swift were absent, and Town Attorney Martin Crim and Town Administrator/Clerk Barbara Batson were present.

- APPROVAL OF THE AGENDA:

Mayor Catlin suggested changing item(c) under new business to "administrative components for the Rush River Commons site plan review and final approval".

Mr. Schneider motioned to approve the amended agenda and Mr. Beard seconded and a roll call vote was taken:

Mr. Drew Beard voted "yes"

Ms. Jean Goodine voted "yes"

Mr. Brad Schneider voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

The motion passed 5-0 with Mr. O'Connell and Ms. Swift absent.

- MINUTES: Ms. Goodine motioned to accept the minutes for October 10, 2022, Mr. Beard seconded and a roll call vote was taken:

Mr. Drew Beard voted "yes"

Ms. Jean Goodine voted "yes"

Mr. Brad Schneider voted "yes"

Mr. Whited voted "yes"

Mayor Catlin voted "yes"

The motion passed 5-0 with Mr. O'Connell and Ms. Swift absent.

REPORTS:

Mayor's Report: Mayor Catlin shared that he is a native of Charlottesville and that today his school had to endure a shelter in place directive because of the incident at the University of Virginia (UVA) yesterday. He said this is the third time he's been affected by an act of terrorism. This is not a political statement about guns, but rather a recognition about the tragedy that happened to the students at UVA the beginning of their life. He asked for a moment of silence to honor the students who lost their lives.

Mayor Catlin congratulated the members of Town Council who were elected to serve the town for the next four years.

Treasurer's Report: There was no report.

Town Attorney: Mr. Crim congratulated the winners of the election and acknowledge the importance of the mantle of authority which was placed on the newly elected members of TC.

Zoning Administrator: Mr. Steve Gyurisin was not present. but submitted a written report.

Public Works Committee: Mr. Schneider reported there are approximately 20 water meters to still be installed. He is working on a solution to read the water level at the water tower to replace the phone lines currently used. He is waiting for a quote to replace the generator at the pump house and will be picking up the topic in the new year of installing charging stations in town.

Planning Commission (PC): Mr. Beard shared there was a walking tour with Mr. Gyurisin and the PC to discuss the walkability of the town and zoning issues.

Architectural Review Board (ARB): There was no report from the ARB, September's meeting was canceled.

- OLD BUSINESS:

(a) Holiday Party: Ms. Goodine shared that she met with Mayor Catlin to begin planning the holiday party, invitations have been sent. They discussed having the town be responsible for the main entrees. She reported that Mayor Catlin will be picking up the greenery and wreaths for decorating town hall and the street signs. She also shared that Ms. Mary Ann Kuhn has volunteered to help with the decoration and that additional help was needed to set up tables and clean up after the event.

(b) Sidewalk repairs: Mayor Catlin shared that repairing the brick sidewalk in front of the courthouse is still an open issue. He spoke with the Department of Virginia Resources and they were not aware of any grants that could be used. He asked if anyone on town council had thoughts.

Ms. Goodine asked who is liable if there was an injury on the sidewalk. Mr. Crim said that someone could sue the town but it's unclear who is responsible for the sidewalk. Mayor Catlin said that the Virginia Department of Transportation (VDOT) would replace the sidewalk but they would remove the brick and replace it with concrete. He shared that he would be approaching VDOT in the spring for a TAP grant and it may be possible to include the sidewalk in that application. He also shared that he is uncomfortable with the liability issue but also recognizes the historic and aesthetic value of the bricks.

(c) Review of the draft solar panel ordinance: Mr. Crim shared that he worked with Mr. Gyurisin to develop and work to resolve the issues town council brought up last meeting. The major points of the revision are restricting placement for a solar facility and commercial use for solar. Mayor Catlin motioned to advertise for public hearing at the December 12 meeting and Mr. Beard seconded and a roll call vote was taken:

Mr. Drew Beard voted “yes” Ms. Jean Goodine voted “yes”
Mr. Brad Schneider voted “yes” Mr. Whited voted “yes”
Mayor Catlin voted “yes”
The motion passed 5-0 with Mr. O’Connell and Ms. Swift absent.

- (d) Fireworks application process: Mr. Whited said we took the county’s application for firework displays and adopted it as our own. The approval process would go through the same checks and balances as the county’s and that Ms. Batson would review and approve applications.

Mr. Whited motioned to approve the fireworks application and Mayor Catlin seconded and a roll call vote was taken:

Mr. Drew Beard voted “yes” Ms. Jean Goodine voted “yes”
Mr. Brad Schneider voted “yes” Mr. Whited voted “yes”
Mayor Catlin voted “yes”
The motion passed 5-0 with Mr. O’Connell and Ms. Swift absent.

- (e) GAP transportation study: Mayor Catlin shared that the town received some grant funds to have a transportation study done. The study looked at the sidewalks in town and provided an option if the town intended to have sidewalks installed throughout the town. The second component took a look at having a trail around the circumference of the town. The only work being done right now is installing a trail from Jett Street to the post office and working to keep the trail clean from behind the Washington School building to the post office. Mayor Catlin shared that this is a work in progress and may take a number of years to reach fruition.

Ms. Goodine mentioned that during a walking tour of the wastewater treatment plant it was mentioned the possibility of putting a gate on Leggett Lane. She wondered how this would potentially affect the trail from the old school building. Mayor Catlin said the plans for the trail would have to be modified to meet the needs of the plant.

- **NEW BUSINESS:**

- (a) Public hearing – Tap fee schedule: Mayor Catlin opened the public hearing at 7:31 p.m. Mr. Whited read into the record a letter from Mr. Bob Fasce, General Manager for the Inn at Little Washington. A copy of the letter is attached.

Mr. Stephen Plescow questioned how fees could be increased without a study being done by the Zoning Administrator. Mr. Whited pointed out that the water tap fee should be corrected to read \$6,000 instead of \$8,000

Mayor Catlin closed the public hearing at 7:39 p.m. and suggested that more work be completed before TC voted. Mr. Crim suggested that a record of the cost for the post office’s installation should be part of the record.

Mayor Catlin motioned to defer the discussion of tap fees to the December meeting and Mr. Schneider seconded and a roll call vote was taken:

Mr. Drew Beard voted “yes” Ms. Jean Goodine voted “yes”
Mr. Brad Schneider voted “yes” Mr. Whited voted “yes”
Mayor Catlin voted “yes”
The motion passed 5-0 with Mr. O’Connell and Ms. Swift absent.

(b) Public hearing – swimming pool zoning text amendment: Mayor Catlin opened the public hearing at 7:42 p.m., there were no public comments and he closed the hearing at 7:43 p.m.

Ms. Goodine motioned to approve the swimming pool zoning text amendment and Mr. Whited seconded and a roll call vote was taken:

Mr. Drew Beard voted “yes” Ms. Jean Goodine voted “yes”
Mr. Brad Schneider voted “yes” Mr. Whited voted “yes”
Mayor Catlin voted “yes”
The motion passed 5-0 with Mr. O’Connell and Ms. Swift absent.

(c) Administrative Components for the Rush River Commons Site Plan Review & Final Approval:

Mr. Crim stated that there were five administrative items that needed to be resolved:

1. Leggett Lane Road Maintenance Agreement: An agreement outlining the tasks for the four property owners that share frontage and access to Warren Avenue via Leggett Lane.
2. Gift of Conservation Easement: An easement for the storm water system associated with the development of the Rush River Commons project. The storm water system proposed as part of the project is both water quantity and quality oriented. The conservation easement is an important part of that system and will be held by a conservation organization.
3. Easements and Easement Plats: This is a normal part of most site plans. Utility easements for sewer, water and storm water systems as well as other utilities are shown on the site plan.
4. Assurance (Bonding) amounts and agreements: This is a normal part of most site plans. The developer provides assurances in the form of bonds or letters of credit for the public improvements required for the site plan. These funds would be released as the improvements are constructed and inspected by the Town. Improvements to Leggett Lane as provided by the Final Site Plan is an example of an item that would be covered by a bond or letter of credit. The construction estimates submitted are currently under review. Documents associated with the assurances will need to be completed and approved.
5. Inspection Agreement for 3rd Party Inspections: An agreement for third-party inspections of the site improvements is needed as part of this project.

Mayor Catlin motioned to authorize Mr. Crim, along with Mr. Gyurisin and Mr. Whited, to negotiate with the property owners and Ms. Goodine seconded and a roll call vote was taken:

Mr. Drew Beard voted “yes” Ms. Jean Goodine voted “yes”
Mr. Brad Schneider voted “yes” Mr. Whited voted “yes”
Mayor Catlin voted “yes”
The motion passed 5-0 with Mr. O’Connell and Ms. Swift absent.

PUBLIC FORUM: Mayor Catlin opened the public forum at 7:52 p.m.

Mr. Chuck Akre stated that the Rush River Commons project was submitted quite some time ago because he thought the community needed it and the citizens were in support of the project. He feels there’s a serious problem with the Town Council, but doesn’t know what that problem is. Early this year they expected a site plan to be approved in October, now he thinks it will be 5 more months. The food pantry is under stress by their current lease and need to be able to relocate to their permanent site. The special use permit was approved in September 2021. In August there were 12 comments about the site plan and today there are now 118 comments. Mr. Akre said the situation with the town is untenable. He feels his team has been professional and expects to have approval by December and doesn’t understand why this project continues to be delayed.

Mr. Pete Stenner, treasurer of the food pantry, stated that he started to try to move the food pantry four years ago. He feels the food pantry is not serving the members of this county in its current location in Sperryville and it needs to be back in Washington. Rick Lesard who has been working at food pantry for four years stated he has 40 years of architect experience and doesn’t understand why it’s taking so long.

Mayor Catlin closed public comments at 8:02 pm.

Mr. Whited asked if notice that a land disturbance permit application could be submitted to the county was received? Mr. Plescow said that he expected the approval from the Department of Environmental Quality tomorrow; he has verbal approval – he’s just waiting for the written approval. Mayor Catlin suggested there be a meeting with town council, the zoning administrator, and Black Kettle LLC. Mr. Whited suggested that only one or two members of Town Council be appointed to attend the meeting.

Mayor Catlin motioned to have himself and Mr. Whited represent the TC at the meeting with Black Kettle LLC. and Mr. Whited seconded and a roll call vote was taken:

Mr. Drew Beard voted “yes” Ms. Jean Goodine voted “yes”
Mr. Brad Schneider voted “yes” Mr. Whited voted “yes”
Mayor Catlin voted “yes”
The motion passed 5-0 with Mr. O’Connell and Ms. Swift absent.

ADJOURNMENT: Mr. Whited made a motion to adjourn the meeting at 8:10 p.m. and Ms. Goodine seconded and a roll call vote was taken.

Mr. Drew Beard voted "yes"
Mr. Brad Schneider voted "yes"
Mayor Catlin voted "yes"

Ms. Jean Goodine voted "yes"
Mr. Whited voted "yes"

The motion passed 5-0 with Mr. O'Connell and Ms. Swift absent.

THE NEXT REGULAR MEETING OF THE TOWN COUNCIL IS
December 12, 2022.

Barbara Batson, Administrator/Town Clerk

Attachments:

Zoning Administrator's report
Rush River Administrative Document
Swimming pool zoning text amendment
GAP study
Firework display application
Letter from Bob Fasce regarding tap fees