

The Town of Washington

February 13, 2023
Council Meeting
Approved Agenda
7:00 p.m.

- CALL TO ORDER Action
- APPROVAL OF THE AGENDA Action
- MINUTES
 - January 7, 2023 Council meeting minutes Action
 - January 9, 2023 Council meeting minutes Action
- REPORTS
 - Mayor's Report: Mayor Whited Information
 - Treasurer's Report: Gail 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
- NEW BUSINESS
 - a) Planning Commission appointment Action
 - b) Joint Public Hearing with the Planning Commission regarding a text amendment to the Zoning Ordinance Possible Action
 - c) Discussion of proposed boundary line adjustment for the property commonly known as Ruch River Commons Information
- PUBLIC FORUM
- ADJOURNMENT

NEXT REGULARLY SCHEDULED MEETING OF THE TOWN COUNCIL
March 13, 2023

The Town of Washington

"THE FIRST WASHINGTON OF ALL"

February 13, 2023

7:00 p.m.

Approved Minutes

- CALL TO ORDER: Mayor Joe Whited opened the meeting at 7:00 p.m. Council members Drew Beard, Fred Catlin, Jean Goodine, Patrick O'Connell, Brad Schneider, and Gail Swift were present. Town Attorney Martin Crim, Zoning Administrator Steve Gyuris and Town Administrator/Clerk Barbara Batson were also present.
- APPROVAL OF THE AGENDA: Mayor Whited proposed deferring new business item c) Meals and lodging tax holiday to the March meeting. He also proposed adding item c) discussion of proposed boundary line adjustment for the property commonly known as Ruch River Commons.

Mayor Whited motioned to approve the amended agenda, Mr. Catlin seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"
Ms. Jean Goodine voted "yes"
Mr. Schneider voted "yes"
Mayor Whited voted "yes"
The motion passed 7-0

Mr. Fred Catlin voted "yes"
Mr. Patrick O'Connell voted "yes"
Ms. Swift voted "yes"

- MINUTES: Mr. Catlin requested that item b) establishing a trust account in the January 7, 2023 minutes be updated to reflect the following, "Mayor Whited moved to authorize the treasurer to create a trust account to enable the town to receive tax deductible contributions for, *including but not limited to*, the restoration and preservation of Town Hall

Mr. Catlin moved to approve the amended January 7 minutes and the January 9, 2023 minutes and Ms. Goodine seconded, and a voice vote was taken:

Mr. Drew Beard voted "yes"
Ms. Jean Goodine voted "yes"
Mr. Schneider voted "yes"
Mayor Whited voted "yes"
The motion passed 7-0

Mr. Fred Catlin voted "yes"
Mr. Patrick O'Connell voted "yes"
Ms. Swift voted "yes"

REPORTS:

Mayor's Report: Mayor Whited shared that he hosted a business round table on the first Friday in February. He received good feedback from the business community on ways to continue to encourage growth in town. Attendees expressed their hopes that applications submitted to the various boards and committees could be handled within a 90-day period. The topic of sidewalks was also discussed, particularly on the west side of Main Street. There was also a desire that a

focus be made on beautifying the town, and there is a need for another food establishment in town. He is also working to develop a plan that would encourage retail establishments to open operations in town.

Treasurer's Report: Ms. Swift reported that she has established the two checking accounts previously requested by Town Council.

Town Attorney: Mr. Crim shared that negotiations are moving forward with the Rush River Commons (RRC) developer. Mr. Crim and Mr. Gyurisin met with Mr. Steve Plescow and RRC's representatives last week. The current challenge finalizing the road maintenance agreement is that the new owners of the post office property have yet to respond to any requests. Mr. John Foote found the owner's address in Florida and has sent them a letter. Mr. Crim is also waiting to hear from Mr. Drew Mitchell's attorney. He also reported that he received a response from Virginia Resources Authority, that extending sewer service to the Washington Volunteer Fire Department does not violate our finance agreement.

Zoning Administrator: Mr. Steve Gyurisin shared that permits were issued for demolition of the old Middle Street Gallery and a temporary trailer at the RRC construction site. The ARB approved plans for Cooks Cottage. RRC has also submitted an application for external lighting that the ARB will consider at their next meeting and RRC site plans have been approved. Mr. Gyurisin shared he received the as-built survey map for the post office and the as-built site plan for Patty O's parking lot.

Public Works Taskforce: Mr. Schneider shared that work has continued to install water meters, there are currently 3 properties left to complete the project. The tanks at the wellhouse have been painted and he's waiting on a quote to replace the generator. He also plans to reach out to Mr. Plescow regarding the plan for the water taps at RRC. He is also working on getting quotes from engineering firms, for the budget discussions, regarding projects for the water system.

Planning Commission (PC): Ms. Caroline Anstey shared that the PC met on January 23 to deliberate on two issues they received from TC. 1. Reviewing the zoning ordinance and making a recommendation that requires all buildings to be subject to ARB review. 2. Reviewing the Village Services zoning category to exclude housing as a use. After discussion, the PC recommends adding a Village Commercial zoning category instead of changing Village Services which would affect property owners currently within that classification. They also met on February 13 and voted to elect officers at the meeting and discussed reviewing the comprehensive plan.

Architectural Review Board (ARB): there was no report.

- OLD BUSINESS: there was no old business
- NEW BUSINESS:
 - (a) Planning Commission appointment: Mayor Whited shared that the town had received a letter of interest from Mr. David Pennington, to serve on the PC.

Mayor Whited moved to appoint Mr. Pennington to the Planning Commission and Mr. Beard seconded, and a voice vote was taken:

Mr. Drew Beard voted "yes"
Ms. Jean Goodine voted "yes"
Mr. Schneider voted "yes"
Mayor Whited voted "yes"
The motion passed 7-0

Mr. Fred Catlin voted "yes"
Mr. Patrick O'Connell voted "yes"
Ms. Swift voted "yes"

(b) Joint public hearing with the Planning Commission regarding text amendments to the zoning ordinance:

Mayor Whited stated that we are holding a public hearing on a zoning ordinance text amendment tonight and will take public comments. The Planning Commission will jointly hold its public hearing with us. I'll briefly explain the rules for these public hearings and then invite the Planning Commission Chair to call the Planning Commission to order.

The purpose of a public hearing is to hear from interested members of the community about the advisability of making the proposed changes in the zoning ordinance.

We ask that you please limit your comments to three minutes and limit your comments to the impact of the proposed zoning amendments on the community. Matters such as parking, traffic, compatibility with existing structures, and noise are all appropriate topics for comment. Speakers must direct their comments to the Council and PC, not the audience. He then invited Ms. Anstey to call the Planning Commission to order.

Ms. Anstey called the PC to order, confirmed there was a quorum and opened the PC's public hearing on the proposed zoning text amendments as described by the Mayor.

Mayor Whited opened that public hearing on the same matter. He invited the zoning administrator, Mr. Gyurisin, to make his presentation.

Mr. Gyurisin shared that in January the TC asked the PC to consider amendments to the zoning ordinance to address three items:

1. Provide for temporary zoning for properties brought into town by a boundary line adjustment or annexation.
2. Remove residential uses from the Village Services zoning category.
3. Remove any exemption to ARB review for any town owned property.

Mr. Gyurisin shared that the PC discussed these items at great length and made recommendations on all items except for temporary zoning for properties brought into town by annexation. The PC decided to recommend that a new zoning district be created instead of modifying an existing one for properties brought into town by a boundary line adjustment.

Mayor Whited opened the meeting to public comment.

Mr. Chuck Akre asked what the rationale was about removing housing from that portion of town, he believes it's against the town and county's comprehensive plans. Ms. Anstey shared the PC

did not rule in anyway regarding new land brought into town. The PC did not say that any land brought into town needed to be zoned Village Commercial. What the PC did, was recommend creating a new zoning category, Village Commercial, which is parallel to Village Services, except Village Services does have residential as a use. They felt creating a new zoning category that didn't have residential as an accepted use was preferable than changing Village Services, which would affect properties along Main and Gay Streets. This would allow the town to have a full menu of categories to choose from. Mayor Whited said that looking at our existing zoning categories, the town did not have a zoning category that would allow us to consider a zone without housing. Whether or not there is a boundary line adjustment created between the town and county, there is not a consensus regarding additional housing, so this allows a pause in that conversation.

Ms. Kauffman moved to close the Planning Commission's public hearing and Ms. Bruce seconded, and a voice vote was taken:

Mr. Drew Beard voted "yes" Ms. Constance Bruce voted "yes"
Ms. Jeanne Kauffman voted "yes" Chairwoman Anstey voted "yes"
The motion passed 4-0 with a vacant seat on the board.

Mr. Catlin moved to close the Town Council's public hearing and Ms. Swift seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes" Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes" Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes" Ms. Swift voted "yes"
Mayor Whited voted "yes"
The motion passed 7-0

Ms. Kauffman moved to refer a recommendation to Town Council for a zoning text amendment to add Village Commercial and an amendment requiring town owned properties to be subject to ARB review and Ms. Bruce seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes" Ms. Constance Bruce voted "yes"
Ms. Jeanne Kauffman voted "yes" Chairwoman Anstey voted "yes"
The motion passed 4-0 with a vacant seat on the board.

Ms. Kauffman moved to adjourn the PC's meeting and Ms. Anstey seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes" Ms. Constance Bruce voted "yes"
Ms. Jeanne Kauffman voted "yes" Chairwoman Anstey voted "yes"
The motion passed 4-0 with a vacant seat on the board.

Mr. Catlin moved to accept the PC's recommendation to create a Village Commercial zoning district and amend the zoning ordinance to require the town to undergo ARB review and Mr. Beard seconded, and a voice vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

- (c) Discussion of proposed boundary line adjustment for the property commonly known as Ruch River Commons II: Mayor Whited shared that at the last Board of Supervisor's (BOS) meeting Mr. Keir Whitson moved to separate the seven special provisions from the boundary line adjustment document. We now have a clean boundary line adjustment agreement with no special provisions, except for the Dark Skies condition; which everyone is in agreement. He'd like the TC to consider several resolutions to address the seven questions posed by the BOS.

Mayor Whited moved to approve a resolution to release certain covenants and realignment of county parcels and Mr. Catlin seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

Mayor Whited moved to approve a resolution to the potential zoning of the property commonly known as Rush River Commons II and Mr. Catlin seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

Ms. Swift moved to approve a resolution to the sharing of town revenue and Mr. Catlin seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

Mr. Catlin moved to approve a resolution for future boundary line adjustments and Mayor Catlin seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

Mayor Whited moved to approve a resolution to the jurisdiction of the ARB of the Town of Washington and Ms. Swift seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

Mayor Whited moved to approve a resolution extending sewer service to Company 1 of the Washington Volunteer Fire Department by the town and Mr. Catlin seconded, and a roll call vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

Mr. Catlin asked the Council to consider having a survey done to determine the southeast border of the town. There is a 1950 survey that may be off by 250 feet. The Council asked staff to get a quote.

Mayor Whited moved to approve the updated boundary line adjustment with no special circumstances and Mr. Catlin seconded, and a voice vote was taken:

Mr. Drew Beard voted "yes"	Mr. Fred Catlin voted "yes"
Ms. Jean Goodine voted "yes"	Mr. Patrick O'Connell voted "yes"
Mr. Schneider voted "yes"	Ms. Swift voted "yes"
Mayor Whited voted "yes"	
The motion passed 7-0	

PUBLIC FORUM: Mayor Whited opened the public forum at 7:41 p.m., there were no comments and he closed the public forum.

ADJOURNMENT: Ms. Swift motioned to adjourn the meeting at 7:42 p.m. and Mr. Catlin seconded and a roll call vote was taken.

Mr. Drew Beard voted “yes”

Ms. Jean Goodine voted “yes”

Mr. Schneider voted “yes”

Mayor Whited voted “yes”

The motion passed 7-0

Mr. Fred Catlin voted “yes”

Mr. Patrick O’Connell voted “yes”

Ms. Swift voted “yes”

THE NEXT REGULAR MEETING OF THE TOWN COUNCIL IS
March 13, 2023.

Barbara Batson, Town Administrator/Clerk

Attachments:

- Zoning Administrator’s report
- Resolution Pertaining to the Release of Certain Covenants and Realignment of Parcels
- Resolution Pertaining to the Potential Zoning of the Property Commonly Known as Rush River Commons II
- Resolution Pertaining to the Sharing of Town Revenue
- Resolution Pertaining to Future Boundary Line Adjustments
- Resolution Pertaining to the Jurisdiction of the Architectural Review Board of the Town of Washington
- Resolution Pertaining to the Extension of sewer service to Company 1 of the Washington Volunteer Fire Department by the Town
- Boundary line adjustment agreement by and between the County of Rappahannock, VA and the Town of Washington, VA.