

# *The Town of Washington*

January 23, 2023  
Planning Commission Meeting  
Draft Agenda  
7:00 p.m.

## CALL TO ORDER

## APPROVAL OF THE AGENDA

## MINUTES

Approval of September 26, 2022 meetings minutes

## OLD BUSINESS

## NEW BUSINESS

- a) Election of Chair, Vice Chair, and Secretary
- b) Confirmation of regular monthly meeting time, day and location
- c) Confirmation of application and agenda cut-off dates
- d) Zoning Administrator report
- e) Discussion of Town Council request to amend the Zoning Ordinance to remove residential uses from the Village Services Zoning District

## PUBLIC FORUM

## ADJOURNMENT

NEXT SCHEDULED MEETING OF THE PLANNING COMMISSION  
February 27, 2023

**Town of Washington**

**Planning Commission**

**Minutes of the Meeting on January 23, 2023**

Present: Judy De Sarno (Vice Chair), Jeanne Kauffmann, Constance Bruce (Secretary), Drew Beard, Caroline Anstey (Chair). Zoning Administrator, Steve Gyurisin, also present.

Meeting called to order, 7pm by Chair Anstey.

Approval of Agenda: Motion by Judy DeSarno, seconded by Jeanne Kauffmann. All voted in favor.

Approval of the minutes of September 26, 2022: Motion by Drew Beard, seconded by Jeanne Kauffmann, all voted in favor.

**Old Business**

Chair Caroline Anstey thanked Judy DeSarno for her “great service” of 9 years to the Planning Commission and highlighted her contribution to the Comprehensive Plan (2017) and Rush River Commons project.

**New Business:**

- a. Election of Chair, Vice Chair and Secretary - Postponed to next meeting, February 27. DeSarno advised the commission that the members’ terms of service may be 5 years and suggested that some PC members may need to re-apply for a position on the PC. The PC is hoping to approve a new member at the next TC meeting. Per Steve G the election of officials is an annual tradition and OK to postpone to next PC meeting.
- b. Confirmation of regular monthly meeting time, day and location - All commissioners confirmed their OK with meeting dates per the document “2023 Town of Washington, Virginia Planning Commission Meetings”. Remote participation in meetings was discussed and Steve Gyurisin confirmed participation on FaceTime on a personal phone is permissible when there is a quorum present at the meeting.
- c. Confirmation of application and agenda cut-off dates - Caroline Anstey advised the group that Application and Agenda cut off dates have been set by Steve Gyurisin. The commissioners confirmed the cut-off dates for applications and agenda cut-off dates as noted on “2023 Town of Washington, Virginia Planning Commission Meetings” document.
- d. Zoning Administrator’s report - Rescheduled to happen at the next meeting, February 27.
- e. Discussion of Town Council request to amend the Zoning Ordinance to remove residential uses from the Village Services Zoning District - The PC was presented with a Zoning Ordinance Amendment memorandum, January 22, 2023, from Steve Gyurisin and selected to present the suggestion option B, creating the a new Zoning District that does not allow residential uses, contained on page 3, in the memorandum January 22, 2023. Jeanne Kauffmann moved that we

suggest option B laid out in the memorandum 1-22-23 from the Zoning Administrator's Office, Drew Beard seconded; 4 ayes and 1 no. Judy DeSarno moved to approve the wording on page 1 of Memorandum 1-22-23, to Remove any exemption from the Architectural Review Board review of Town-owned property in the Historic District; Jeanne Kauffmann seconded, 5 ayes. Caroline Anstey advised the group of the public joint meeting of PC and Town Council re: the proposed zoning ordinance being planned for February 13.

### **Public Session**

Washington resident Fawn Evenson commented on the necessity for low-income housing for teachers and firemen in particular. Anstey advised her of the upcoming joint hearing meeting of PC and the Town Council on February 13 at which she should make this point.

Lisa Schneiderman inquired about maintaining residential components in her mixed use building on Gay Street with any new zoning restrictions for residential use. Caroline Anstey advised her that the PC has proposed not to change the existing village services zoning and instead are suggesting the inclusion of a sixth zoning district, Village Commercial.

The PC then discussed how the proposed zoning district, Village Commercial, applies to new land incorporated into the village.

PC adjourned the meeting at 7:32PM.

Minutes prepared by Constance Bruce