

Town of Washington

Planning Commission

Minutes of the Meeting on May 22, 2023

Present: Caroline Anstey (Chair), Jeanne Kauffmann (Vice Chair), Constance Bruce (Secretary), Drew Beard and David Pennington, and Zoning Administrator Steve Gyurisin.

Meeting called to order, 6:58 pm by Chair Anstey.

Approval of Agenda: Motion by Constance Bruce, seconded by Jeanne Kauffmann. All voted in favor.

Approval of the minutes of February 13, 2023 meeting: Motion by Drew Beard, seconded by Jeanne Kauffmann. All voted in favor.

Old Business

No old business

New Business: a) Discussion of the Town Land Use and Zoning

Zoning Administrator Steve Gyurisin distributed a packet of documents to the group including his "Site Plan Review" memo from Zoning Administrator to the Reviewing Agencies, and USES PERMITTED BY RIGHT doc which lists the specific 'permitted uses by right' for the Town of Washington.

After giving a brief tutorial on the site planning review process, Gyurisin directed attention to the Inn at Little Washington Expansion Application Estimated/Projected Dates schedule. The group proposed either Monday, June 19, 7pm or July 10, 6pm for the preliminary plan review meeting. Caroline Anstey requested that Gyurisin first check the meeting date with the Inn to be sure they can have their expansion plan application documents ready for review within two weeks of the PC site plan review meeting.

The group queried about the focus of the preliminary site review meeting and noted that the site plan for the Inn's expansion had been previously made available to the public, both in newspaper and during a presentation event hosted at the Inn.

Gyurisin clarified that site plan applications, not for SUPs, require preliminary site plan review meetings. Preliminary review meetings are important because they include checking that all documents required for the agency reviews are in the application. The County Planning

Commission member [NAME?] advised the group that the County PC typically holds a preliminary meeting to determine that project applicants have all their paperwork in order.

Gyurisin directed the group's attention to the document, "Questions related to the ARB submittal regarding the expansion application for The Inn at Little Washington". Caroline Anstey thanked him for the document listing the questions. The group discussed the questions and determined that some questions had already been answered. It was noted that the "Questions" document should be provided to the Inn before the preliminary plan review meeting.

Further discussion focused on Land Use and Zoning. The group reviewed maps of the town specifying the town zoning districts and perused a document with the list of SUPs approved since 1999 to 2022.

Caroline Anstey asked Gyurisin to look into which ordinances are outdated. Gyurisin advised that he is looking into the tradition of SUPs in the Town and will draft some points to address the many rules and ordinances. Anstey noted the need to follow the 90 day process proposal from the mayor. Gyurisin noted that this should be a mandated policy in the town code.

PC group discussed combining or eliminating zoning designations in some districts, and revising the plan review process to accommodate the review by agencies that have expertise related to water, parking, etc. Other questions discussed by the group: if SUP applications are becoming similar in specific zoning districts in the town, should PC revise zoning regulations? What are the trends with SUP applications? Are there identifiable transition areas? Should PC consider odor among the issues?

Caroline Anstey directed the group to consider present changes to the Town of Washington, such as Rush River Project, the new courthouse, and the Inn expansion. These projects are significant influences to creating the new Comprehensive Plan.

Public Forum

No public comments

Motion to adjourn the meeting by Drew Beard and seconded by Jeanne Kauffmann. Approved by all. The meeting at 8:30PM.

Minutes prepared by Constance Bruce