**Town of Washington**

**Planning Commission Meeting**

**Monday July 15, 2022**

**Approved Minutes**

In attendance: Drew Beard, Judy DeSarno, Caroline Anstey. Drew Mitchel, Architectural Review Board Chair, was also in attendance, along with Zoning Administrator Steve Gyurisin, and Bob Fasce and William from The Inn at Little Washington.

Chair Caroline Anstey opened the meeting at 3:00 PM. Caroline began with the first order of business which was adopting the agenda for the evening. Judy moved. Drew seconded. All voted in favor. Next was the approval of the minutes from the April meeting. Judy moved to approve the minutes, Drew seconded, and all voted in favor.

Old Business

* Update on Ordinances Covering Swimming Pools and Solar Panels

Chair Anstey asked Steve to provide an update on the progress of the ordinances dealing with swimming pools and solar panels. Steve indicated that, for pools, he was still working on a definition of short-term rentals for the ordinance language. For solar, he was continuing to examine the ordinance with the town attorney.

Caroline asked when we could expect final ordinance language to advance to a public hearing, and Steve said that he anticipated advertising for a public hearing in September. Judy asked if the hearing would be a joint Town Council and Planning Commission hearing, and Steve said that would be up to the Council.

New Business

* Applications for Rezoning

1. Blue House Rezoning Request

Caroline asked Bob Fasce from The Inn at Little Washington to elaborate on the request for rezoning the “Blue House” from Village Residential to Village Mixed Use. Mr. Fasce indicated that The Inn planned to rezone the property for additional guest accommodations which were in high demand and would provide benefit to both The Inn and Town through additional lodging taxes. Caroline asked for any additional comment or questions from other Planning Commission members present, and there being none, moved to recommend the proposed rezoning to the Town Council. Given the further steps required to officially rezone the property for use, she emphasized, along with the other Planning Commission members present, that Town Council work expeditiously to address the rezoning request and advance it quickly to public hearing. Judy seconded. All voted in favor.

1. 353 Calvert Street Rezoning Request

Chair Anstey noted that the Planning Commission would not be addressing at this time the requested rezoning for 353 Calvert Street from Village Residential to Village Mixed Use because the paperwork was not complete, and the fee had not been paid. She recommended that the Zoning Administrator continue conversations with the applicant but noted that more research into the request was needed, highlighting specifically that the property owner could continue operating their AirBnB as a Village Residential property based on prior ordinances. Chair Anstey moved to not recommend the request go to Town Council and all concurred.

* Applications for Special Use Permits

1. Cook’s Cottage

Chair Anstey called again on Bob Fasce from The Inn at Little Washington to elaborate on the request for a Special Use Permit for the Cook’s Cottage Property. Mr. Fasce indicated that the property would be used for additional guest accommodations which would be to the benefit of both The Inn and town through lodging taxes. He noted that any modifications to the property would remain within the current setbacks and guidelines and not interfere with the current layout of the walk-thru presently accessibly to the public. Chair Anstey asked Steve if all the property and building lines were consistent with current regulations, and he confirmed that they were consistent with the ordinance. She asked other members of the Planning Commission for further comments or questions. There were none. Judy asked if this request could be combined with The Inn’s other zoning requests and Steve confirmed that it could with the possibility of a joint public hearing as soon as August. Judy moved that the request be recommended to Town Council and advanced expeditiously to public hearing. Caroline seconded. All voted in favor.

1. Blue House SUP

Chair Anstey noted that this SUP request would be contingent upon the rezoning of the Blue House to Village Mixed Use, emphasizing that the decision to take up both topics together was an effort to streamline the process but also offer the public an understanding of what the business owner intends to do with the property as they consider the rezoning request. Mr. Fasce reiterated that the property would be used as additional guest accommodations with no change to the current property layout and grounds and enhanced visual appeal at a main entry point for town. Chair Anstey noted that, like the Cook’s Corner request, this too would need a certificate of appropriateness from the Architectural Review Board confirming that the property adhered to the Town’s historical guidelines and also that a site plan would be provided before a building permit was issued. Chair Anstey asked for any further questions from other Planning Commission Members or the public. Their being none, she proposed that the Planning Commission forward the SUP for the Blue House to the Town Council that a joint public hearing be scheduled expeditiously to consider this matter sequenced after the rezoning request but within the same meeting. Judy seconded. All voted in favor.

Chair Anstey opened the public forum. No comments or questions were raised. Chair Anstey closed the public forum and moved to formally congratulate Drew Beard for his appointment to the Town Council and relieve him of his role as Planning Commission Secretary. She proposed that the Planning Commission nominate a new secretary at a future meeting when all members are in attendance. All agreed.

Chair Anstey proposed the next meeting to be 7 PM on August 22. There being no other business to address, Judy moved to adjourn the meeting at 3:25, Caroline seconded, and all voted in favor.

Signed:

Drew Beard

Secretary of the Town of Washington Planning Commission