

Town of Washington
January 16, 2025
Planning Commission Meeting
Minutes

Present: Caroline Anstey (Chair), Jeanne Kauffmann (Vice Chair), Constance Bruce (Secretary), Drew Beard, Steve Gyurisin (Zoning Admin)

Meeting called to order, 7:00pm, by Chair Caroline Anstey

Approval of Agenda: CA requested adding an item, c) Capacity of sewer and water. Motion to add agenda item c) was made by Drew Beard; seconded by Caroline Anstey. All voted in favor.

Zoning Administrator report: Steve Gyurisin advised that there are two new projects in Washington, VA; both are projects of the INN. One project is the pool. The pool site plan will be going to PC; and the design of the pool fence is to be reviewed by ARB week of January 23. Nothing out of ordinary about pool except displacement of 5 or 6 parking spaces which PC will discuss when reviewing the detailed site plan. The other project is the spa; the ARB is scheduled to review the design and once design is set, the detailed site plan will be ready for review by PC. Asked about replacing the lost parking spaces, Steve Gyurisin noted that there are plans for expanding parking in various locations around the INN, and he also noted that remote parking with shuttles to the INN is not working.

Steve Gyurisin also reported that Rush River Commons is coming back to PC with designs for the second part of RRC. Chair Anstey noted that public comments are required and we need advance notice to advertise the PC meeting at which RRC will be presenting plans for the second part of RRC.

Regarding packing shed; Steve Gyurisin has sent the permit forms for removal of appendages off the core of packing shed building to Jim Abdo. The completed forms have not yet been submitted.

Chair Anstey requested that Steve Gyurisin circulate to all commissioners, the Planning Commission Potential Activity 2024-25 to all commissioners. The activity document includes list of projects and timelines.

Foster Harris House zoning adjustment request is tabled until Virginia legislature votes on room capacity proposals.

Old Business - None

New Business

- a) Officer elections: Chair, Vice Chair and Secretary. Chair Anstey called for a single vote on all positions for one more year. Jeanne Kauffmann seconded. All voted in favor of Caroline Anstey for Chair, Jeanne Kauffmann for Vice Chair and Constance Bruce for Secretary.
- b) Confirmation of meeting dates, times and locations for 2025: Reviewed and revised.

Discussion on new Comprehensive Plan; the group discussed starting the process in March and when presently active projects are completed. Completion of RRC and other projects will impact the focus of the new Comprehensive Plan. Chair Anstey noted that professional support should be requested to create the new Comprehensive Plan.

c) Capacity of water and sewer; Chair Anstey noted that PC needs to have a handle on the town's water capacity and demand. When will demand reach 80%? CA proposed a motion that the Zoning Administrator amend the application forms for re-zoning SUPs, site plans, and plan approval to include a section on anticipated demand of water and sewer use. Seconded by Jeanne Kauffmann. All voted in favor. And that the PC ask the Town Council to empower the Town Clerk to supply PC with quarterly updated numbers of capacity and usage of water. Seconded by Jeanne Kauffmann. All voted in favor.

Meeting adjourned at 7:29p.

Submitted by Constance Bruce, February 19, 2024