

Town of Washington
February 23, 2026
Planning Commission Public Hearing
Draft Minutes
7:00 p.m.

- **CALL TO ORDER** : 7:00p by Constance Bruce (Secretary); Present: Constance Bruce (Secretary), Drew Beard, David Pennington, Jerome Edwards, Maria Darie, Steve Gyurisin (Zoning Admin)

- **APPROVAL OF THE AGENDA** Bruce confirmed a quorum and noted necessity to adopt the limited purpose agenda. Motion to adopt the agenda was proposed by Drew Beard, seconded by David Pennington. All voted in favor.

- **ORGANIZATIONAL ITEMS**
 - a) Election of officers (Chair, Vice-Chair, and Secretary) Jerome Edwards, an environmental engineer, nominated to be Chair by Drew Beard, seconded by Constance Bruce. Roll call vote. Jerome Edwards abstained. Four other commissioners voted in favor.

Bruce handed gavel to newly elected Planning Commission Chair Jerome Edwards.

Maria Darie nominated to be Vice-Chair by Constance Bruce, seconded by Jerome Edwards. Roll call vote. All voted in favor. Maria Darie abstained.

Constance Bruce nominated to remain as Secretary by Drew Beard, seconded by Jerome Edwards. Roll call vote; All voted in favor. Constance Bruce abstained.

ADMINISTRATIVE ITEMS

- a) Adoption of regular meeting day, time, and location - Motion to approve draft schedule by Drew Beard, second by Constance Bruce. All voted in favor.

- b) Approval of PC Meeting October 2025 - Motion to accept minutes by Drew Beard, seconded by Maria Darie. All voted in favor.

Close the regular meeting.

- **OPEN PUBLIC HEARING**
Call to Order by Chair Jerome Edwards who confirmed quorum, all five commissioners present and confirmed that the agenda has been adopted.

a) David Chaffetz and Wanda Urbanski – request for a special use permit to create an accessory apartment at 515 Mount Salem Road, identified as Tax Map No. 20-A-1-79. The property is located in the Village Residential zoning district and the historic district. Authority: Town of Washington Zoning Ordinance, Article 1, Section 1-4-1, item “d”

- Presentation by the applicant - Dwight McNeill, architect of plan for accessory apartment
- Public comment period
- Zoning review/report
- Planning Commission questions and deliberations

- **CLOSE PUBLIC HEARING**

Motion by Drew Beard, second by Constance Bruce. All voted in favor.

- **NEW BUSINESS**

a) Request of David Chaffetz and Wanda Urbanska - Request for a Special Use Permit (SUP) to create an accessory apartment at 515 Mount Salem Road

Motion to approve request for a Special Use Permit (SUP) to create accessory apartment at 515 Mount Salem Road with Conditions - 1) the accessory apartment shall be used for longer term rental and not short term lodging, 2) parking for the apartment shall be on site -, by Drew Beard, seconded by Maria Darie. Roll call vote. All voted in favor.

b) Status of activities for 2026 - Report by Zoning Administrator Steve Gyurisin. Gyurisin requested that commissioners read his documents, “Zoning & Subdivision Update” and “Town Planning Update”.

- **PUBLIC FORUM**

None

- **ANNOUNCEMENTS**

- Next Planning Commission meeting is March 23, 2026
- Application submission deadline is March 9, 2026

- **ADJOURNMENT**

- Motion to adjourn by Drew Beard, seconded by David Pennington. All voted in favor.

Submitted by Constance Bruce, February 28, 2026