



# Powhatan County Board of Supervisors Agenda Item

Meeting Date: January 25, 2016

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Agenda Item Title: Planning Commission (PC)

Motion: Move to appoint/reappoint \_\_\_\_\_ to the Planning Commission for a four-year term commencing February 1, 2016 and expiring January 31, 2020.

Dates Previously  
Considered by Board: NONE

Summary of Item: The Planning Commission is composed of five (5) members that are appointed by the Board of Supervisors. Members must be freeholders and qualified by knowledge and experience to make decisions on questions of community growth and development. Members are not required by the County Code to be appointed by electoral district, but it has been the practice of the Board of Supervisors to designate one (1) member per district. Of the five members, one (1) member may also be a member of the Board of Supervisors. The Commission elects a Chairman and a Vice-Chairman at the February organizational meeting of each calendar year to serve a one-year term with re-election permitted.

Staff:   N/A   Approve      \_\_\_\_\_ Disapprove      \_\_\_\_\_ See Comments

Commission/Board:   N/A   Approve      \_\_\_\_\_ Disapprove      \_\_\_\_\_ See Comments

County Administrator:   N/A   Approve      \_\_\_\_\_ Disapprove      \_\_\_\_\_ See Comments

Comments: NONE

Budget/Fiscal Impact: NONE

Attachments: Matrix

Staff/Contact: March Altman, Deputy County Administrator, 804-598-5605  
[maltman@powhatanva.gov](mailto:maltman@powhatanva.gov).

*If Board members have questions, please call the staff / contact prior to the meeting.*

**Planning Commission**

Appointee	Appointed By	Term	When Appointed	First Appointment Date	Expiration Date
Richard W. Ayers 2821 Maidens Road Powhatan, VA 23139 804-598-2302	Board of Supervisors District 5- Carson Tucker	4 years	January 9, 2012	March 13, 2000	January 31, 2016
Karin Carmack, Chair 4111 Old River Trail Powhatan, VA 23139 804-598-0632	Board of Supervisors- District 1-David Williams	4 years	January 9, 2012	February 8, 2007 Replaced Carson Tucker	January 31, 2016
Bill Cox 1405 Giles Bridge Road Powhatan, VA 23139 804-598-2457	Board of Supervisors- District 4- Bill Melton	4 years	January 9, 2012	January 9, 2012	January 31, 2016
Owen R. Walker 689 Clayville Road Powhatan, VA 23139 804-598-4613	Board of Supervisors- District 2- Jason Moore	4 years	January 9, 2012	March 14, 1983	January 31, 2016
David Van Gelder, Vice Chair 3430 Lake Randolph Cir. Powhatan, VA 23139 804-598-1108	Board of Supervisors- District 3- Barry Hodge	4 years	February 6, 2012	February 6, 2012	January 31, 2016

**Staff Coordinator:**

Department of Planning & Community Development

**Composition:**

The Planning Commission is composed of five (5) members that are appointed by the Board of Supervisors. Members must be freeholders and qualified by knowledge and experience to make decisions on questions of community growth and development.

Members are not required by the County Code to be appointed by electoral district, but it has been the practice of the Board of Supervisors to designate one (1) member per district. Of the five members, one (1) member may also be a member of the Board of Supervisors. The Commission elects a Chairman and a Vice-Chairman at the February organizational meeting of each calendar year to serve a one-year term with re-election permitted.

**Term:**

The members serve for four-year terms that expire on January 31<sup>st</sup> following a local election year. Terms of members who are also Board of Supervisors members shall run concurrently with their term of office. Appointments to fill vacancies shall be made by the Board of Supervisors and shall only be for the unexpired portion of the term.

**Sworn In:**

All members must take an oath of office, given by the Clerk of the Circuit Court, to qualify. Oath is required after every reappointment.

**Mission:**

The Powhatan County Planning Commission is formed under the authority of Chapter 62 of the Powhatan County Code and Code of Virginia §15.2-2200 – 15.2-2204 and §15.2-2212 – 15.2-2239. The Planning Commission is charged with making recommendations on planning activities that best promote the health, safety, convenience, and general welfare of the County’s citizens.

Specific responsibilities of the Planning Commission include:

1. Preparation of a Comprehensive Plan and amendments to the Plan, subject to approval by the Board of Supervisors.
2. Advising the Board of Supervisors on rezoning requests, requests for conditional use permits, and proposed amendments to the Zoning and Subdivision Ordinances.
3. Advising the Board of Supervisors on a variety of topics pertaining to planning and the future growth and development of the County.
4. Developing and presenting the annual Capital Improvement Program to the Board of Supervisors.
5. Submitting an annual report to the Board of Supervisors.

**Where/When Meet:**

The Planning Commission meets the first Tuesday of every month at 7:00 p.m. in the Powhatan Village Building, 3910 Old Buckingham Road, Powhatan, VA, 23139, or as otherwise established by the Planning Commission. The Commission also schedules regular workshop meetings that are held in the County Administration Building Conference Room or as otherwise established by the Planning Commission. Dates and Times for meetings are established at the Commission's annual organizational meeting February.

**Notification:**

Regular meetings that contain public hearings for zoning map amendments, conditional use permit requests, or ordinance amendments must be advertised for two successive weeks in a local newspaper of record. Advertisements must run no sooner than five (5) days before the meeting date, and no later than twenty-one (21) days before the meeting date. Closed meetings may be held, but must be held in accordance with the Virginia Freedom of Information Act (FOIA).

Regular and special workshop dates and times are posted to the County website and workshops are open to the public. The news media is also notified of the workshop dates and times.

**Compensation:**

Members are paid \$125 per regular meeting attended. The Chairman is paid \$175 per meeting attended.



COUNTY OF POWHATAN, VIRGINIA  
APPLICATION FOR  
COUNTY BOARDS, COMMISSIONS, COMMITTEES AND AUTHORITIES

All appointments to County Boards and Commissions are made by the Board of Supervisors. Please complete this application in its entirety. Use dropdown boxes where applicable.

Print and return the application by fax to (804) 598-7835, by e-mail to [kjackson@powhatanva.gov](mailto:kjackson@powhatanva.gov) or by mail to Deputy Clerk to the Board of Supervisors, Powhatan County Administration, 3834 Old Buckingham Rd, Powhatan VA 23139. For additional information regarding this application, contact Kalli Jackson at (804) 598-5612.

TRICT:	1 (applying for)	CURRENT DATE:	12/28/15
AME:	Karin Carmack	EMAIL ADDRESS:	Karincarmack@aol.com
DDRESS:	4111 Old River Tr.	DAY PHONE:	804-721-0571
TY/STATE/ZIP:	Powhatan VA 23139	EVENING PHONE:	804-598-0632

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	Powhatan Planning Commission
EDUCATION	VA Tech B.A. Communications B.S. Animal Science
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	- Moslow Wood Products - Volunteer at various schools
COMMUNITY INVOLVEMENT	- Current - Powhatan P.C. - Past VMCAT Board - Leadership Metro Richmond
SPECIAL SKILLS (Please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	

By submitting this application to the Deputy Clerk to the Powhatan County Board of Supervisors, I hereby certify that all information contained herein is true and complete and I hereby consent to the dissemination of this document to the general public.



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DISTRICT:	4	CURRENT DATE:	12/8/2015
NAME:	William L. Cox	EMAIL ADDRESS:	COX1405@verizon.net
ADDRESS:	1405 Giles Bridge Rd	DAY PHONE:	804 598 2457
CITY/STATE/ ZIP:	Powhatan VA 23139	EVENING PHONE:	804 598 2457

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BOARD/COMMITTEE	Planning Commission
EDUCATION	BA History - Emory University
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	Club Insurance Group - 28 yrs Casselmonts Farm - 7 yrs
COMMUNITY INVOLVEMENT	Planning Commission - 4 yrs
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	

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DISTRICT:	District 1 - Subletts/Manakin/Flatrock	CURRENT DATE:	Dec. 18, 2015
NAME:	George B. Franklin	EMAIL ADDRESS:	gfrankli5653@gmail.com
ADDRESS:	2283 Genito West Court	DAY PHONE:	804-598-2892
CITY/STATE/ ZIP:	Moseley, VA 23120	EVENING PHONE:	

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	Planning Commission
EDUCATION	<u>University of Maryland and variety of advanced training in military;</u> _____ _____
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	<u>Retired senior zoning inspector, Loudoun County, VA</u> <u>Former Planning Commissioner, Loudoun County, VA (four-year term)</u> <u>Member and officer of Rotary clubs in Loudoun, Louisa, Stafford and Midlothian</u> <u>variety of volunteer work with Rotary</u> _____ _____
COMMUNITY INVOLVEMENT	<u>Past president, Rebuilding Together, Louisa County, VA</u> <u>Past board member, Louisa County Fair</u> <u>Past board member, Loudoun County Credit Union</u> <u>Former member Loudoun Agriculture Advisory Committee</u> _____ _____
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	<u>Knowledge of zoning ordinances, how to read and interpret; able to read and interpret plans, interact with building inspectors and contractors. Completed Commonwealth of Virginia training in Basic Erosion and Sediment Control as well as a number of other job related state certifications.</u> _____ _____

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DISTRICT:	District 3 - Bethesda/Lee's Landing	CURRENT DATE:	November 2, 2015
NAME:	Jennifer Giovannitti	EMAIL ADDRESS:	Jengiovannitti@yahoo.com
ADDRESS:	2830 Manahoc Trail	DAY PHONE:	804-697-8778
CITY/STATE/ ZIP:	Powhatan, VA 23139	EVENING PHONE:	304940-5823

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	Planning Commission
EDUCATION	<u>Masters Degree in Community and Regional Planning</u> I hold Professional Certifications From the 1) American Planning Association and 2) the International Economic Development Council
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	<u>Currently employed at the Federal Reserve Bank of Richmond</u>
COMMUNITY INVOLVEMENT	<u>Extra curricular activities with my three kids (soccer Fury and Rec league, and supporting arts and culture).</u>
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	<u>Knowledge of community planning, land use regulations, zoning, and economic development.</u>

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DISTRICT:	District 5 - Smiths Crossroads/Pineville/	CURRENT DATE:	1/5/16
NAME:	David Van Gelder	EMAIL ADDRESS:	powhatan\district3pc
ADDRESS:	3430 Lake Randolph Circle	DAY PHONE:	804-658-7176
CITY/STATE/ ZIP:	Powhatan VA 23139	EVENING PHONE:	804-598-1108

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	Planning Commission
EDUCATION	BA - environmental biology/chemistry; MPA (master's public admin.)
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	36 years in public utilities/management; 4 yrs PPC
COMMUNITY INVOLVEMENT	Citizens work group in Powhatan - comp. plan development
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	Public Utilities Public Admin.

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DISTRICT:	District 2 - Powhatan Station/Graceland	CURRENT DATE:	12/21/2015
NAME:	Mr. Owen Walker	EMAIL ADDRESS:	
ADDRESS:	689 Clayville Road	DAY PHONE:	804-598-4613
CITY/STATE/ ZIP:	Powhatan VA 23139	EVENING PHONE:	

Please choose from dropdown menu which board/committee you are interested in being appointed to and complete the information below. A separate application must be submitted for each board/committee that you are interested in serving on. Additional and continued information can be included on an additional page.

BOARD/COMMITTEE	Planning Commission
EDUCATION	
EMPLOYMENT AND/OR VOLUNTEER WORK EXPERIENCE	33 years on Planning Commission
COMMUNITY INVOLVEMENT	
SPECIAL SKILLS (please note any skills such as bilingual, multicultural interaction, youth outreach, etc.)	

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