

Planning Commission Meeting Minutes

February 4, 2020

VIRGINIA: AT A REGULAR MEETING OF THE PLANNING COMMISSION HELD IN THE POWHATAN VILLAGE BUILDING AUDITORIUM, 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, FEBRUARY 4, 2020 AT 7:00 PM

Planning Commissioners Present	Barbara Brown, District 5, Chairman Bobby Hall, District 3, Vice-Chairman Vicki Hurt, District 1 Amy Kingery, District 2 Jane Pendergast, District 4
Planning Commissioners Absent	None
Staff Members Present	Andrew Pompei, Planning Director Kelley Kemp, Assistant County Attorney Alyson Oliver, Planner II Juli Kurnos, Planner I

1. Call to Order

Mr. Pompei called the meeting to order at 7:00 PM.

2. Invocation

Mr. Hall gave the invocation.

3. Organizational Meeting

a. Election of Chairman (2020-2021)

Mr. Pompei opened the floor for nominations for Chairman (2020-2021).

Ms. Kingery motioned to nominate Dr. Brown.

Mr. Hall seconded the motion.

Ms. Hurt, Ms. Kingery, Mr. Hall, Ms. Pendergast, and Dr. Brown voted AYE.

**VOTE 5-0
MOTION Passed**

b. Election of Vice Chairman (2020-2021)

Dr. Brown opened the floor for nominations for Vice Chairman (2020-2021).

Ms. Pendergast motioned to nominate Mr. Hall.

Ms. Hurt seconded the motion.

Dr. Brown, Ms. Hurt, Ms. Kingery, Mr. Hall, and Ms. Pendergast voted AYE.

**VOTE 5-0
MOTION Passed**

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c. Adoption of the Rules of Order (2020-2021)

Members of the Planning Commission briefly discussed the proposed Rules of Order (2020-2021), including a proposal to change the scheduled meeting time to 6:00 pm.

Ms. Kingery motioned to adopt the Rules of Order, as presented.

Mr. Hall seconded the motion.

Dr. Brown, Mr. Hall, Ms. Hurt, Ms. Kingery, and Ms. Pendergast voted AYE.

**VOTE 5-0
MOTION Passed**

d. Adoption of the Meeting Schedule (March 2020 – February 2021)

Ms. Pendergast motioned to approve the Meeting Schedule (March 2020 – February 2021), as presented.

Ms. Kingery seconded the motion.

Dr. Brown, Mr. Hall, Ms. Hurt, Ms. Kingery, and Ms. Pendergast voted AYE.

**VOTE 5-0
MOTION Passed**

4. Administrative Items

a. Request to Postpone Action/Amend the Agenda

None.

b. Approval of Minutes: January 7, 2020 (Regular Meeting)

Ms. Kingery motioned to approve the minutes from the regular meeting on January 7, 2020, as presented.

Mr. Hall seconded the motion.

Dr. Brown, Mr. Hall, Ms. Hurt, Ms. Kingery, and Ms. Pendergast voted AYE.

**VOTE 5-0
MOTION Passed**

c. Approval of the Minutes: January 7, 2020 (Workshop)

Ms. Kingery motioned to approve the minutes from the Planning Commission Workshop on January 7, 2020, as presented.

Ms. Pendergast seconded the motion.

Dr. Brown, Mr. Hall, Ms. Hurt, Ms. Kingery, and Ms. Pendergast voted AYE.

**VOTE 5-0
MOTION Passed**

5. Public Comment Period

Dr. Brown opened the public comment period.

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Mike Hall (1746 Old Powhatan Estates) requested that the Planning Commission consider including an opportunity for the public to voice opinions during scheduled workshops.

Members of the Planning Commission briefly discussed the suggestion made by Mr. Mike Hall.

After discussion, Ms. Hurt made a motion to include a public comment period during scheduled Planning Commission workshops, adhering to a maximum time limit of three minutes per speaker.

Ms. Kingery seconded the motion.

Dr. Brown, Mr. Hall, Ms. Hurt, Ms. Kingery, and Ms. Pendergast voted AYE.

VOTE 5-0 MOTION Passed

Seeing as there were no other speakers, the public comment period was closed by Dr. Brown.

6. Old Business

None

7. Public Hearings

None

8. New Business

a. Case #20-01-PB: Development Design Pattern Book for Tax Map Parcel #43-39A (1331 Page Road)

Mr. Pompei provided an overview of this request.

Members of the Planning Commission discussed the request, as follows:

Dr. Brown asked the applicant to provide additional information regarding the supplemental evergreen plantings that are proposed between the existing building and the public right-of-way. The applicant, William Davis, provided additional information on the proposed evergreen plantings, including their minimum height at planting and anticipated growth rate.

Ms. Hurt expressed concerns with the visibility of the proposed two-story metal building from the public right-of-way, noting that she would like to see the proposed building material changed to something other than metal.

A representative for the applicant, Woody Cofer, stated that the foundation of the proposed building will be located three feet lower than the grade of the existing foundation, noting that the difference in foundation grade and proposed evergreen plantings will help conceal the proposed building.

Ms. Hurt made a motion to approve the request with the condition that the street-facing façade be constructed of a material other than metal.

No members of the Planning Commission seconded the motion, therefore, the motion failed.

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Ms. Kingery made a motion to approve the request, as presented.

Dr. Brown seconded the motion.

Dr. Brown, Ms. Kingery, and Ms. Pendergast voted AYE.

Mr. Hall and Ms. Hurt voted NAY.

VOTE 3-2

MOTION Passed

b. Presentation: 2019 Planning Activity Report

Mr. Pompei presented the 2019 Planning Activity Report to the Planning Commission, summarizing planning activities in the county over the past year.

After brief discussion, Dr. Brown made a motion to accept the 2019 Planning Activity Report.

Ms. Pendergast seconded the motion.

Dr. Brown, Mr. Hall, Ms. Hurt, Ms. Kingery, and Ms. Pendergast voted AYE.

VOTE 5-0

MOTION Passed

9. Adjourn

There being no further business, Dr. Brown adjourned the meeting at 7:33 PM.



Barbara Brown
Chairman



Andrew Pompei
Planning Director

Planning Commission Workshop Minutes

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IVIRGINIA: AT A WORKSHOP OF THE PLANNING COMMISSION HELD IN THE POWHATAN VILLAGE BUILDING AUDITORIUM, 3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA, JANUARY 4, 2020 AT 7:37 PM

Planning Commissioners Present

Barbara Brown, District 5, Chairman
Bobby Hall, District 3, Vice-Chairman
Vicki Hurt, District 1
Amy Kingery, District 2
Jane Pendergast, District 4

Planning Commissioners Absent

None

Staff Members Present

Andrew Pompei, Planning Director
Kelley Kemp, Assistant County Attorney
Alyson Oliver, Planner II
Juli Kurnos, Planner I

1. Call to Order

Dr. Brown called the meeting to order at 7:37 PM, following adjournment of the regular Planning Commission meeting held on February 4, 2020.

2. Discussion: Case #20-01-REZC (Proffer Amendment: Classic Granite Conceptual Plan)

Mr. Pompei provided the Planning Commission with an overview of this request, which proposes to amend the proffered conceptual plan to show a new location for a commercial entrance on U.S. Route 60 (Anderson Highway).

Chris Shust, a representative for the applicant, provided the Planning Commission with additional details about the requested modification to the site entrance.

Members of the Planning Commission briefly discussed the proposal and asked general questions about the requirements for the commercial entrance.

3. Training for New Planning Commission Members

Mr. Pompei and former Planning Commissioner David Van Gelder led members of the Planning Commission through a brief training regarding their role as Planning Commissioners. Topics discussed during the training included:

- Explanation of the role of the Planning Commission as an advisory body;
- Introductions to Planning Department staff members;
- Overview of the tools, ordinance, and plans available to members as they make planning and zoning related decisions;
- Summary of the review process for various types of land use cases; and
- Procedures and laws applicable to the Freedom of Information Act (FOIA).

4. Discussion: Amendments to Planned Development Zoning Districts

Mr. Pompei gave a brief overview of this proposed amendment to the zoning ordinance. After brief discussion, members of the Planning Commission requested that staff schedule to have the proposed ordinance amendment on the agenda at the next Planning Commission meeting.

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5. Discussion: Revisions to the Sign Ordinance (Zoning Ordinance: Sec. 83-488)

Ms. Oliver gave a brief overview of this proposed amendment to the sign standards in the zoning ordinance. After brief discussion, members of the Planning Commission requested that staff schedule to have the proposed ordinance amendment on the agenda at the next Planning Commission meeting.

6. Discussion: Elimination of Single Cut Subdivisions (Subdiv. Ordinance: Sec. 68-114)

Mr. Pompei gave a brief overview of this proposed amendment to the zoning ordinance. After brief discussion, members of the Planning Commission requested that staff schedule to have the proposed ordinance amendment on the agenda at the next Planning Commission meeting.

7. Discussion: Revisions to Standards for Family Divisions (Subdiv. Ordinance: Sec. 68-125)

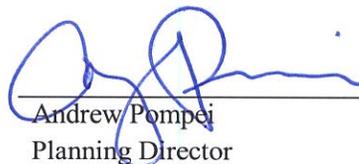
Mr. Pompei gave a brief overview of this proposed amendment to the zoning ordinance. After brief discussion, members of the Planning Commission requested that staff schedule to have the proposed ordinance amendment on the agenda at the next Planning Commission meeting.

8. Adjourn

Dr. Brown adjourned the workshop at approximately 9:10 PM.



Barbara Brown
Chairman



Andrew Pompei
Planning Director