

VIRGINIA:

The Charles City County Planning Commission met on March 26, 2015 in the 239th year of the Commonwealth and the 381st year of the County. Chairman Edward L. Baber, Jr. called the meeting to order at 7:00 PM.

PRESENT: Edward L. Baber, Jr., Chairman
Brenda Adkins
Barney Lomax
C. Linny Miles
Gilbert A. Smith
Alton M. Washington
Yvonne Smith-Jones
Kevin R. Pittman

OTHERS: Zach Trogdon, County Administrator
Michelle Johnson, Deputy County Administrator
Matthew Rowe, Planning Director
Rebecca Stewart, Recording Secretary

ABSENT: William B. Bailey

RE: MINUTES

The Commission minutes for January 22, 2015 were presented for approval. Mr. Alton Washington made a motion to approve, as corrected, the minutes for January 22, 2105. The motion seconded by Mr. Linny Miles carried by a vote of 8:0.

Chairman Baber asked Commissioners if they wish to act on the February 24, 2015 minutes. The February 24, 2015 Commission minutes were presented for approval. Mrs. Brenda Adkins made a motion to approve, as corrected, the minutes for February 24, 2015. The motion seconded by Mr. Barney Lomax carried by a vote of 8:0.

RE: SUBDIVISION ORDINANCE, DECEMBER 11, 2014 DRAFT

A joint public hearing was held on February 24, 2015 to receive public comments on the proposed changes to the Subdivision Ordinance. Planning Commission deferred any action until further discussion with staff and County Attorney. On March 4, 2015 the County Attorney, Commission Chairman and Planning Staff met to discuss comments and concerns received from Commissioners. The corrections made were to correct discrepancies and grammatical errors.

Commissioners were asked to discuss Section 6-9 Recreation Areas, which reads, "All subdivisions of ~~25~~ 10 lots or more.....shall set aside at least 10% of the areafor recreational purposes."

The original language states "25 lots or more"; it is being recommended to lower this number to "10 lots or more". After much discussion the Commission by consensus wishes to leave the number of lots at 25.

Mr. Alton Washington made a motion to forward the Subdivision Ordinance, December 11, 2014 Draft as corrected for discrepancies and grammatical errors, and recommend approval by the Board of Supervisors. The motion seconded by Mrs. Brenda Adkins carried by a vote of 8:0.

RE: CAPITAL IMPROVEMENT PROGRAMS (CIP)

County Administrator, Zach Trogdon and Deputy County Administrator, Michelle Johnson presented the "FY 2016-2020 Capital Improvements Program". Mr. Trogdon and Ms. Johnson briefed the Commission on the process of preparing the document. Commissioners by consensus agreed with the documentation and thanked Mr. Trogdon and Ms. Johnson on their work in preparation of the "FY 2016-2020 Capital Improvements Program".

RE: BYLAWS (JOINT PUBLIC HEARING PROCESS)

In January 2015 the Board of Supervisors amended their Bylaws regarding the joint public hearing process. There were some concerns the Board's amendment and the Commission's Bylaws conflicted in regards to the joint public hearing process. There were discussions between County staff, attorney, and Commission Chairman regarding this matter and corrections were made to Board's Bylaws. County Attorney Boyd indicated the Commission's Bylaws may need to be amended as well. Attorney Boyd and Planning Staff will meet and discuss what amendments are necessary and present to the Commission.

It was mentioned that Attorney Boyd may address the receipt of electronic mail prior to public hearings.

RE: TELECOMMUNICATIONS ORDINANCE

Planning Director Matthew Rowe presented the Commission with examples of Telecommunication Ordinances from other localities within the area. Commissioners were requested to review and make comments at the next meeting. Staff is trying to schedule a consultant to attend the April 23, 2015 Commission meeting to discuss what the ordinance should address.

RE: PLANNING DIRECTOR

- Neighborhood Service Areas/Residential Mix Use Districts
Informational meetings were held on March 16, 17 & 18, 2015. Citizen comments were presented to the Commission. There were no negative comments received on the NSA/RMU. There were more comments made pertaining to the County's economic development; the need for jobs for the youth; the need for housing for younger generation to return to after college; convenience of retail stores and fast food stores; and amending the uses within the Agricultural Zoning District.

Staff would like to review the NSA/RMU districts and present to the Commission for review and thoughts. Commissioners agreed to discuss further the NSA/RMU mapping at a future meeting.

- Economic Development Strategic Plan (3/13/15 Draft)
Staff will present the Draft Economic Development Strategic Plan at the April 9, 2015 Work Session. Consultant will be presenting the Plan to the public on May 7, 2015.

RE: PUBLIC COMMENT

Chairman Baber commented that at such time subdivisions were approved at the Benjamin Harrison Bridge, there were concerns of disturbance of the view when entering into the County would be impacted and may be destroyed. It is felt that this has happened.

RE: ADJOURNMENT

The Commission meeting adjourned at 9:00 P.M.

Edward L. Baber, Jr., Chairman

Rebecca H. Stewart, Recording Secretary