

**King & Queen County
Planning Commission Minutes
January 4, 2010**

The King & Queen County Planning Commission met on Monday, January 4, 2010, at 6:00 p.m. in the King & Queen County Courts and Administrations Building in the Courtroom for their regular meeting.

Planning Commission Members Present:

David Campbell John Roane
Hunter Richardson Milton Watkins
Richard Greene David Litchfield
Robert "Bob" Taylor

Also in Attendance:

Donna Sprouse, Assistant Zoning Administrator

Call to Order

Chairman, Robert Taylor called the meeting to order.

Roll Call/Determination of Quorum

Secretary David Campbell took the roll call and determined that a quorum was present.

Election of Officers

Mr. Taylor noted that he was stepping down from Chairman as he thanked everyone for allowing him to serve as Chair, for he really enjoyed it. Mr. Taylor then opened the floor for nominations for Chairman. A motion was made by Mr. Taylor to nominate David Litchfield as Chairman for the 2010 year, seconded by Mr. Watkins.

Voting For: Greene, Roane, Richardson, Taylor, Campbell & Watkins

Voting Against: None

Abstain: Litchfield

Mr. Taylor turned the meeting over the newly elected Chairman, Mr. Litchfield.

Mr. Litchfield opened the floor for nominations for Vice-Chairman for the 2010 year. A motion was made by Mr. Litchfield to nominate Robert "Bob" Taylor as Vice-Chairman, seconded by Mr. Roane.

Voting For: Campbell, Greene, Roane, Richardson, Litchfield & Watkins

Voting Against: None

Abstain: Taylor

Mr. Litchfield opened the floor for nominations for Secretary for the 2010 year. A motion was made by Mr. Roane to nominate Mr. Campbell as Secretary, seconded by Mr. Watkins.

Voting For: Richardson, Greene, Roane, Taylor, Litchfield & Watkins

Voting Against: None

Abstain: Campbell

Amend Approval of Annual Meeting Dates for 2010

After the Planning Commission reviewed the following dates for 2010 Planning Commission meeting dates; a motion was made by Mr. Taylor and seconded by Mr. Greene to approve the meeting dates as previously presented with the exception of the September meeting date moving to August 30, 2010. The approved 2010 meeting dates are as follows:

January 4, 2010	July 6, 2010
February 1, 2010	August 2, 2010
March 1, 2010	August 30, 2010

April 5, 2010
May 3, 2010
June 7, 2010

October 4, 2010
November 1, 2010
December 6, 2010

Voting For: Campbell, Greene, Taylor, Watkins, Roane, Richardson, Litchfield
Voting Against: None
Abstain: None

December 7, 2009 – Regular Meeting

After brief review of the minutes, a motion was made by Mr. Watkins and seconded by Mr. Greene to approve the minutes as written.

Voting For: Campbell, Greene, Taylor, Watkins, Roane, Richardson, Litchfield
Voting Against: None
Abstain: None

At this time, Mr. Litchfield stated that he would like to read aloud a letter that was sent to Mrs. Sprouse from Planning Commission Member, Margie Longest. He read the following... “Effective today (December 31, 2009) I, Margie Longest, resign from the King and Queen Planning Commission. Thank you for all your help. Sincerely, Margie Longest”

Mr. Litchfield also added that Mrs. Pollard has not been in attendance for quite some time. Mr. Taylor added that according to the By-Laws, if a Planning Commission Member misses 3 regular meetings within a calendar year, the Commission will investigate the case and may recommend removal of that Commissioner to the Board. Mr. Litchfield stated that it would be in the best interest of the Planning Commission to ask staff to prepare a letter to Mrs. Pollard asking her if she is interested in continuing to serve on the Planning Commission as an active member. Her representation of the Newtown District has been vacant for many months. Mr. Litchfield’s suggestion was ratified by all members present stating “Aye”. Mr. Watkins noted that he believes she has been ill.

Citizen Comment Period

Mr. Litchfield opened the floor for public comment; after hearing no comments, citizen comment period was closed.

Old Business

- A. Zoning Text Amendment – Article 3 (Zoning Districts & Maps) General Business & Industrial/Light Industrial (Review current working draft completed by the Sub-Committee)**
- AND**
- B. Zoning Text Amendment – Article 4 (Permitted Use Table & Primary Zoning Districts) (Review current working draft completed by the Sub-Committee)**

Mr. Litchfield led the Planning Commission in the review of the draft of the permitted use table that was completed by the Planning Commission sub-committee and staff. After reviewing the draft for about an hour with some comments from the Planning Commission about the permitted uses, Mr. Litchfield stated that the Planning Commission will take a 5 minutes recess to change the tape in the recording system.

**The Planning Commission took a 5 minute recess. At this time the recording system did not record the second half of the meeting properly. There is no tape or record from this point on in the meeting.*

Planning Commission called back to order by Mr. Litchfield, Chairman.

Mr. Roane continued where Mr. Litchfield had left off with the review of the permitted use table. After complete review of the drafted permitted use table, Mr. Litchfield then asked the Planning Commission if anyone wanted to volunteer their time and serve on the sub-committee or would they prefer the same two members (Litchfield and Roane) continue. It was agreed that Mr. Roane and Mr. Litchfield continue to work with staff.

Mr. Taylor noted that the Planning Commission may want to only review and/or discuss those items changed or where there were concerns at later meetings and not review the entire table again. Mrs. Sprouse added that the Commission will also need to review other articles of the Zoning Ordinance for uniformity with the proposed permitted use table. She mentioned that Article 3- Establishment of Zoning Districts and Official Zoning District Map, Article 5 – Site Development Regulations, Article 6 – Modifications to Yard and Bulk Regulations, Article 15 – Off-Street Parking Requirements, and Article 23 – Intensive Livestock, Dairy, Poultry Facilities will possibly need to be reviewed for consistency.

Commissioner's Comments

Mr. Watkins stated that he would like to thank the Sub-Committee for all their hard work and efforts in the permitted use table. They did a fine job thus far.

Mr. Campbell stated "ditto".

Mr. Taylor added that he too would like to echo what Mr. Watkins said. He thanked Mr. Litchfield and Mr. Roane for their hard work. Mr. Taylor again thanked the Commission for allowing him to serve on the Planning Commission as their Chair for the past several years. He also thanked them for voting him as their Vice-Chair.

Mr. Greene thanked Mr. Litchfield, Mr. Roane and Mrs. Sprouse for their hard work on the draft.

Mr. Richardson also thanked the sub-committee for their efforts and hard work.

Mrs. Sprouse stated that she would like to inform the members that their mileage checks will be a little smaller for the mileage rate has dropped from 55 cents per mile to 50 cents per mile.

Mr. Litchfield thanked the Commission for electing him as their Chairman for the 2010 year. He noted that should he happen to be doing something wrong, please do not hesitate to stop him and inform him of this. He looks forward to serving the Planning Commission as their Chair.

Adjournment

There being no further business a motion was made by Mr. Watkins to adjourn the meeting. Adjournment was ratified by all saying "Aye".

David Litchfield, Chairman