

**King & Queen County
Planning Commission Minutes
February 4, 2013**

The King & Queen County Planning Commission met on Monday, February 4, 2013, at 6:00 p.m. in the King & Queen County Courts and Administrations Building in the Court Room for their regular monthly meeting.

Planning Commission Members Present:

John Roane
Milton Watkins
David Campbell

Robert Coleman, Jr.
Shelia Morton
Hunter Richardson

Also in Attendance:

Thomas J. Swartzwelder, County Attorney
Donna E. Sprouse, Assistant Zoning Administrator

Call to Order

Chairman, Mr. Richardson called the meeting to order.

Roll Call/Determination of Quorum

Mr. Campbell took roll call and determined that a quorum was present.

January 7, 2013 – Regular Meeting

After brief review of the minutes, a motion was made by Mr. Watkins to approve the minutes as written, second by Mr. Roane.

Voting For: Watkins, Roane, Campbell, Coleman, Morton

Voting Against: None

Abstain: Richardson

Citizens Comment Period

Mr. Richardson opened the floor for public comment period, hearing no comments from the public, citizens comment period was closed.

New Business

A. Home Business/Home Occupation Definitions/Requirements – Open Discussion

Mr. Richardson asked Mrs. Sprouse to please review the first item under new business. Mrs. Sprouse stated that she has been working on the business license applications, checking them

for zoning compliance and had come across some types of businesses that are applying as a home business or home occupation. She asked the Commission to help her confirm if she is implying the ordinance and definition for a home business and home occupation correctly. After reviewing some business instances, the Commission collectively agreed that the definitions are being interpreted correctly. One of the examples given referred to the number of employees that may work for a contractor of some sorts who may have 4 employees who work for his or her company but do not work on the premises. The Commission agreed that only if the work is being conducted on site at the residence does that cause an issue with such a situation not being in compliance with the current requirement for a home business. Mr. Swartzwelder briefly explained the process for applying for a business license in King & Queen County. He noted that the application is routed through the Treasurer's Office to confirm that all taxes are current, and then to the Zoning Office to see that the business is in compliance with the zoning ordinance before returning to the Commissioner's Office to issue the license to the applicant. Mr. Richardson stated that he had hoped that more information was provided to the citizens prior to mailing out the application and having a month deadline to complete such a form. He stated that there was a bit of confusion from citizens and he had received some phone calls pertaining to the business license requirement. He also noted that this time is an appropriate time for the County to educate folks on the business license requirement during this first year of implementation.

Unfinished Business

A. Aquaculture & Working Waterfronts – Draft Ordinance

Mrs. Sprouse provided the Commission with a draft ordinance as requested by the Commission during their January meeting. Mr. Swartzwelder asked the Commission to put some thought into this ordinance and pick it apart if need be. He stated that by the next month's meeting, hopefully the Commission would have had time to review the ordinance so we can knock this amendment out.

Staff's Comments

Mrs. Sprouse stated that Mr. Tuthill has an approved WQIA and mitigation agreement and plan. She noted that it was a slow process, however is now moving to have the patio pavers and retaining wall removed from the RPA. She also stated that the Board of Supervisors will hold their public hearing on the G4S, ITI application Monday, February 11, 2013 at 7 p.m.

Commissioner's Comments

Mr. Coleman thanked Mr. Richardson for serving another term as Chair.

Mrs. Roane stated that tonight's meeting was very interesting.

Mr. Richardson thanked the Commission for their confidence in him in electing him as Chair. Mr. Richardson stated that he had been contacted by two members of the Wetlands Board asking if the Commission would consider the adoption of the model dunes and beach ordinance. Mr. Richardson asked the Commission what was their pleasure. It was a consensus to have Randy Owens with VMRC to appear during next month's meeting and discuss the request one final time for the benefit of the new members on the Commission.

Adjournment

A motion was made by Mr. Watkins, seconded by Mr. Campbell to adjourn the meeting. There being no further business the meeting was adjourned.

Hunter Richardson, Chairman