

**King & Queen County  
Planning Commission Minutes  
May 3, 2021**

The King & Queen County Planning Commission met on Monday, May 3, 2021, at 6:00 p.m. in the King & Queen County Courts and Administrations Building in the General District Courtroom for their regular monthly meeting.

**Planning Commission Members Present:**

Hunter Richardson  
Milton Watkins  
William Herrin

Barbara Hudgins  
Robert Harvey  
Robert Coleman, Jr.

**Also in Attendance:**

Donna E. Sprouse, Director of Community Development

**Call to Order**

Chairman, Mr. Richardson called the meeting to order.

**Roll Call/Determination of Quorum**

In the absence of Mr. Campbell, Mrs. Sprouse took roll call and determined that a quorum was present.

**Approval of Minutes  
February 1, 2021**

After review of the minutes, a motion was made by Mr. Herrin to accept the minutes as written, seconded by Mr. Watkins.

Voting For: Watkins, Coleman, Hudgins, Richardson, Herrin  
Voting Against: None  
Abstain: Harvey

**Citizens Comment Period**

Mr. Richardson opened the floor for citizens' comment period.  
Hearing no comments, citizens comment period was closed.

**New Business**

**A. Consider Amendments to the Planning Commission By-Laws (*discussion item, no action*)**

Mrs. Sprouse briefly went over the several sections where she has suggested proposed amendments to the Planning Commission By-Laws.

In Article 3, she suggested amending 3.5 to state that members of the Commission may be eligible for reappointment, rather than shall be eligible. In 3.7 She suggested adding the same requirement as noted in Article 2 of the Zoning Ordinance, related to the requirement of payment of taxes and compliance with state and local county ordinances, and the building code. She stated that she felt that if its expected of any applicant that comes before them to be in compliance, the same expectation for compliance should apply to the Commission members who decide their requests as well.

In Article 4, she suggested removing Corresponding Secretary and Recording Secretary and just leaving Secretary in 4.1. In 4.2 she suggested allow for nomination of officers in December or the next attended meeting.

In Article 6, 6.1 she suggested removing “In no circumstances will the meetings be less than every two months.” In 6.2 she suggested removing shall be and including “may be canceled or held...”. In 6.3 she noted that the state code states that 2 members may upon written request call a special meeting, she suggested changing it from 4 members to 2 members to match the code. In 6.5 she suggested adding the following, “The Commission shall meet at least every two months. However, per State Code of Virginia 15.2-2214, in any locality with a population of not more than 7,500, the Commission shall be required to meet at least once each year.”

In Article 7, 7.2 she suggested including the following sentence, “A tie vote on any motion means the defeat of the motion for a lack of a majority vote.”

In Article 10, she suggested reducing the number of days from thirty to fourteen for when there are months with less than 30 days so it would not take 2 months to hear such amendments.

## **Old Business**

None.

## **Staff's Comments**

Mrs. Sprouse informed the Commission of upcoming applications that may be coming forward sometime soon before them. She reviewed the following proposed projects or amendments:

- Virginia Sand & Stone (2 applications)
- J. E. Liesfeld Contractor
- Aylett Sand & Stone
- ISSO Religious Temple

Mrs. Sprouse also informed the Commission that the Environmental Codes Compliance Officer position has been filled and the new employee's name is Joshua Rellick. She provided information regarding his education and prior job experiences and noted that he has been a good fit within the department.

Mrs. Sprouse advised the Commission that the Board of Supervisors will hold a public hearing next week to consider proposed changes to the fee schedule and there are proposed increases in such fees.

Mrs. Sprouse also informed the Commission that there is a lot of applications for construction, site plan reviews, amendments, plat reviews, violations, etc. She noted that she does not yet have proposed text amendments as discussed during the last Planning Commission meeting, due to lack of time and also the need for more guidance from the Board of Supervisors as it relates to the proposed changes in allowing

staff to approve specific site plans or levels of site plans. She also added that it's not as simple as updating a single Article of the Zoning Ordinance, that this particular kind of change to the code will require multiple Articles to be reviewed and updated.

### **Commissioner's Comments**

Mrs. Hudgins asked if she was the only Commission member that is concerned with the number of mining sites that we have in the County and those proposals forthcoming. She noted that it concerns her that this is land that is potentially never again able to be developed for other uses.

Mr. Herrin stated that he appreciated the knowledge of Mrs. Sprouse and the information that she provides the Commission during each meeting.

Mr. Harvey noted that it was good to be back and it's good to see everyone.

Mr. Watkins thanked Mr. Simpkins for coming to the Commission meeting as he does each time its his turn. He noted that he really does appreciate him attending and hearing the information first hand.

Mr. Richardson said that he echoes what Mr. Watkins said. He added that his participation and attendance is the "Hallmark for a good supervisor".

### **Adjournment**

Mr. Richardson noted that the next meeting is set for June 7, 2021 at 6 p.m. unless otherwise noted. He noted that if that changes, Mrs. Sprouse will notify them of such.

There being no further business, a motion was made by Mr. Herrin to adjourn the meeting, seconded by Mr. Watkins. The meeting was adjourned by all present members stating "Aye".

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Hunter Richardson, Chairman