

**King & Queen County  
Planning Commission Minutes  
September 5, 2017**

The King & Queen County Planning Commission met on Tuesday, September 5, 2017, 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:**

Sheila Morton  
Milton Watkins  
James Guess

David Campbell  
Hunter Richardson  
Franklin Massey

**Also in Attendance:**

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.

**Approval of Minutes  
August 7, 2017**

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

Voting For: Watkins, Morton, Guess, Richardson, Campbell, Massey

Voting Against: None

Abstain: None

**Citizens Comment Period**

Mr. Richardson opened the floor for citizens comment period. He noted that this is a time to speak to the Commission about items that are not on the agenda. Hearing no comments, citizens comment period was closed.

**New Business**

**Discussion – Article 2, Section 3-24(3) Medical Emergency Housing (*Set Public Hearing*)**

Mrs. Sprouse noted that during the August 7, 2017 meeting, she discussed two separate situations to the Commission regarding current requirements within the zoning ordinance pertaining to medical emergency housing. She noted that based on that discussion from last month's meeting, the Commission generally agreed to take a look at it and possibly make some changes to the current

ordinance. She noted that she created a draft of the possible changes to consider to the code, allowing citizens to keep such a home on the property for as long as it's needed, rather than limiting medical housing to 5 years. After some discussion, it was decided to set a public hearing for a proposed text amendment. Mrs. Morton asked that the Commission consider removing the requirement of providing "current" medical certificates, as such term wasn't defined and a diagnosis could be provided years prior to the application request. It was also suggested by Mr. Richardson to extend the removal time for such home from 90 days to 6 months.

Hearing no further comments, a motion was made by Mrs. Morton to set a public hearing for Article 2, Section 3-24 (3) Medical Emergency Housing for their October 2, 2017 meeting, seconded by Mr. Watkins.

Voting For: Watkins, Morton, Guess, Richardson, Campbell, Massey

Voting Against: None

Abstain: None

## **Old Business**

### **Review the Final Draft of the King & Queen Comprehensive Plan**

Mrs. Morton noted that since 3 members of the Commission were not in attendance, she suggested that the Commission hold off on their continued review of the Comprehensive Plan until next month when the absent members could participate. The Commission agreed.

## **Staff's Comments**

Mrs. Sprouse updated the Commission on the upcoming Census 2020. She provided dates, informed the Commission to talk the Census up as accurate numbers will help the County. Ms. Sherrin Alsop noted that it's very important to respond as it allows for more grant opportunities/funding, school funding, and funding for roads.

Mrs. Sprouse handed out a copy of the Chesapeake Bay Compliance Review that was completed by DEQ of our Chesapeake Bay Program. She noted that the County did well during this review, however there were a few minor changes that DEQ requests that the county make by the end of the year.

Mrs. Sprouse handed out a copy of the Variance request that was proposed for the BZA to consider. She noted that when the BZA gets an application request, they will receive a copy as well so that if they wish to (though it's not necessary) they could make a recommendation to the Planning Commission regarding the request. She noted that Mr. Robert Coleman was just appointed to serve on the BZA and if at any time they had any questions or concerns, they may reach out to him.

## **Commissioner's Comments**

Mr. Richardson asked if Ms. Alsop had any comments or words of wisdom to share with them. Ms. Alsop thanked the Commission for all of their hard work. She said that they certainly make their job easier and really appreciates the thought process that goes into each decision that is made. Ms. Alsop stated that the job as Board member is not the same as it was when she was first appointed then elected. She noted that packets are more complex and therefore they really rely on them for guidance regarding zoning matters.

Ms. Alsop also added that she would like for the Commission to consider being appointed, not necessarily now, but as terms expire or become vacant, to the BZA. She noted that members of the BZA should be those that attend training and are more familiar with the zoning requirements, such as the Planning Commission.

Mr. Watkins thanked Mrs. Sprouse for her hard work on the medical housing ordinance. He noted that it saved the Commission a lot of time tonight. He also thanked Ms. Alsop for attending their meeting tonight.

Mr. Massey stated “ditto” and thanked Ms. Alsop for the information and for attending the meeting.

Mr. Campbell stated “ditto” and thanked Mrs. Sprouse and Ms. Alsop.

Mr. Guess thanked Mrs. Sprouse for her work tonight.

Mr. Richardson thanked Ms. Alsop for attending. He noted that the Commission will meet October 2, 2017 at 6 p.m.

### **Adjournment**

There being no further business, a motion was made by Mr. Watkins to adjourn the meeting. The motion was ratified by all present members stating “Aye”.

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Hunter Richardson, Chairman