

**King & Queen County  
Planning Commission Minutes  
December 5, 2011**

The King & Queen County Planning Commission met on Monday, December 5, 2011, at 6:00 p.m. in the King & Queen County Courts and Administrations Building in the Hearing Room for their regular monthly meeting.

**Planning Commission Members Present:**

James "Jimmy" Guess  
Milton Watkins  
David Campbell  
William Herrin

Robert "Bob" Taylor  
Hunter Richardson (*arrived 7 minutes late*)  
John Roane, Jr.  
Joy Harvey (*arrived 5 minutes late*)

**Also in Attendance:**

Donna E. Sprouse, Assistant Zoning Administrator  
Sherrin Alsop, Newtown Supervisor  
Thomas J. Swartzwelder, County Attorney

**Call to Order**

Chairman, Robert Taylor, called the meeting to order.

**Roll Call/Determination of Quorum**

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

**Introduction of new Planning Commission Member – Joy Harvey (Newtown District)**

Mr. Taylor noted that Mrs. Harvey was not yet present in order to ask for her introduction. *At this time, Mrs. Harvey arrived.* Mrs. Sprouse introduced Mrs. Joy Harvey, the newly appointed Planning Commission member for the Newtown District. Mrs. Sprouse noted that Mrs. Harvey is fulfilling the unexpired term of Wallica Gaines. Mrs. Harvey stated that she has been a resident of the Newtown District for about 12 years and is currently employed with the Virginia State Bar. She also stated that she works as a poll worker during elections in King & Queen County.

**November 7, 2011 – Regular Meeting Minutes**

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

Voting For: Richardson, Roane, Watkins, Campbell, Herrin, Taylor, Guess  
Voting Against: None  
Abstain: Harvey

**Citizens Comment Period – Planning Related Issues Only**

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

## **Approval of Annual Meeting Dates for 2012**

Mr. Taylor stated that because of the New Year & Labor Day Holiday, two of the meetings are proposed for the following Tuesday. He stated that he personally could not make the Tuesday meeting dates. He asked if the Commission had an issue with holding those two meeting dates on a Wednesday. Mr. Herrin stated that since no one has any objections, he suggest moving both dates to a Wednesday date. Mr. Campbell stated that the proposed April date is listed as the second Monday and not the first. Mrs. Sprouse stated that is an error on her part. A motion was made by Mr. Guess, seconded by Mr. Watkins to approve the following 2012 meeting dates...

January 4, 2012 (*This is a Wednesday Meeting due to New Year's*)  
February 6, 2012  
March 5, 2012  
April 2, 2012  
May 7, 2012  
June 4, 2012  
July 2, 2012  
August 6, 2012  
September 5, 2012 (*This is a Wednesday Meeting due to the Labor Day Holiday*)  
October 1, 2012  
November 5, 2012  
December 3, 2012

## **Unfinished Business**

### **A. Plan of Action/timeline for revising the Comprehensive Plan**

Mr. Taylor asked Mrs. Sprouse to review this item on the agenda. Mrs. Sprouse stated that the Commission and staff should consider the following in order to move forward with the plan update...

- Consider what new districts should be created and where?
- Review existing zoned parcels (other than Agricultural) and their location(s).
- Review how or if properties in conservation easement affect our proposed goals/plan.

After some discussion among the Commission and staff, Mr. Swartzwelder tasked the Commission with determining where an overlay district (if any) should be considered. He stated that staff cannot create the map. Once the map is created, staff may begin the process for re-writing the comp plan based on what the Commission wants in the map. Mr. Swartzwelder asked Mrs. Sprouse to print individual district maps for each member so they may mark their maps up to bring with them to the next meeting to then further discuss among one another. Mrs. Sprouse stated that she will mail them their district maps later this week. Mr. Taylor asked everyone to please read through the comp plan workbook that Mrs. Sprouse prepared for the next meeting. He also reminded the Commission to take a look within their district and take note of the areas where you see development potential so the Commission as a whole can further discuss the County's development goals.

Mrs. Sprouse went through each tab of the Comprehensive Plan update as a refresher for the Commission.

### **Commissioner's Comments**

Mr. Herrin welcomed Mrs. Harvey and wished everyone a Merry Christmas.

Mrs. Harvey stated that this will be very interesting for her. She stated that she loves to read and is looking forward to going through the comp plan workbook.

Mr. Watkins welcomed Mrs. Joy Harvey to the Commission.

Mr. Roane welcomed Mrs. Joy Harvey.

Mr. Richardson welcomed Mrs. Joy Harvey.

Mr. Campbell stated that he didn't know if the Commission was keeping up with what is going on in York County with Greg Garrett wanting to allow folks to raise oysters in developed residential areas. He said that there was a lot of controversy going on with that in York County. He also wished everyone a Merry Christmas and a Happy New Year.

Mr. Taylor stated that the next meeting is the election of officers and wanted folks to be thinking about folks to appoint to these positions. He also reminded the Commission that it doesn't have to be the same folks.

Mr. Richardson stated that on behalf of the Commission, he thanked Mr. Taylor for a job well done as Chairman and feel he should continue as chair next year.

Mr. Taylor welcomed Mrs. Harvey and advised that sometimes items that come up are difficult and challenging but she should do a fine job.

### **Staff's Comments**

Mr. Guess asked if the Board plans on replacing or filling the vacancies on the Commission.

Mrs. Sprouse stated that Wallica has resigned and Mrs. Harvey was reappointed in her place. Mrs. Sprouse also welcomed Mrs. Harvey and informed her that if she should have any questions, to please don't hesitate to contact her. Mrs. Sprouse stated that Ms. Thompson was mailed a letter in reference to her lack of attendance. She stated that she has since spoken with Ms. Thompson and that Ms. Thompson has been making an attempt to get up with Ms. Sherrin Alsop to discuss her issues as to why she is missing the meetings. Mrs. Sprouse stated that Ms. Thompson may end up resigning because of health reasons. Ms. Alsop may have another position to fill soon.

Mrs. Sprouse stated that the Stevensville Board member is having a difficult time finding someone who is willing to serve that is willing to attend the required training/certification as required by the Planning Commission by-laws.

Mrs. Sprouse stated that her office has received applications for two Chesapeake Bay Exception requests for their January meeting. Mrs. Sprouse asked if the Commission had any objections to having staff just set the public hearings for such requests (Chesapeake Bay Exceptions) rather than having the applicant come one month for the Commission to set the hearing, then the next month to actually hold the meeting. Mr. Taylor asked how the Commission felt about it. Mr. Taylor stated that he doesn't see an issue with doing that only for Chesapeake Bay Exceptions. He then stated that if more time or information is determined to be needed, the Commission could table the request if needed. A motion was made by Mr. Guess to allow staff to set the public hearings for Chesapeake Bay Exceptions as they come up, seconded by Mr. Watkins. The vote was ratified by all present members saying "Aye".

## **Adjournment**

Mr. Taylor stated that the next meeting will be January 4, 2012 at 6:00 p.m. He added that this is a Wednesday meeting.

A motion was made by Mr. Campbell to adjourn, seconded by Mr. Watkins. Adjournment was ratified by all present members saying "Aye".

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Mr. Robert Taylor, Chairman