

**MINUTES**  
**WARSAW PLANNING COMMISSION**  
**78 BELLE VILLE LN.**

**July 6, 2017**

The July 2017 meeting of the Warsaw Planning Commission was called to order by Chairman Gary Palmore at 7:00pm on July 6, 2017. Joining the meeting were Commissioners Harold Donovan, Barbara Jean LeFon and Mary Beth Bryant. Also in attendance were Clerk of Planning Commission Robert Moore, Town Manager Joseph Quesenberry, and Lee Hood-Capps, Economic Development Strategist for the Town of Warsaw.

Following the Pledge of Allegiance, the minutes from the June 2017 meeting were read. The minutes were approved by a unanimous vote via a motion by Commissioner Donovan, and seconded by Commissioner Bryant.

**OLD BUSINESS:**

Regarding the ongoing ordinance review for collocating cellular antennas, etc., Lee Hood Capps circulated a draft “Distributed Wireless Infrastructure Bill” to members for consideration. A motion was made by Chairman Palmore and seconded by Commissioner LeFon to forward draft to Town Council for inclusion/update to current Town Code. Vote was unanimous.

**NEW BUSINESS:**

There was a motion by Commissioner Bryant and seconded by Commissioner LeFon to amend the Agenda to include a closed session. The vote was unanimous.

There was then a motion by Commissioner Bryant and seconded by Commissioner LeFon to go into closed session according to Code of Virginia Sec. 2.2 – 3711 subsection (A)3 (Real Property). The vote was unanimous.

During the Closed Session, Planning Commissioner Jonathan English arrived. The Chairman acknowledged Mr. English’s arrival and welcomed his participation for the remainder of the meeting.

There then was a motion by Commissioner LeFon and seconded by Donovan to come out of closed session. Chairman Palmore reconvened in regular session and the Commission certified, by roll call vote that: In the closed session concluded, nothing was discussed except the Matters (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be so discussed under the provisions of the Virginia Freedom of Information Act cited in that motion. The following is a roll call vote:

Barbara Jean LeFon – AYE

Gary Palmore – AYE

Harold Donovan – AYE

Mary Beth Bryant – AYE

Jonathan English – AYE

In further discussion, Town Manager Quesenberry advised the Commission that the Town should know about the Community Development Block Grant on or about August 1<sup>st</sup>.

**PLANNING and ZONING STAFF REPORTS:**

Town Manager Quesenberry stated that he is almost finished the Municode review, and that after that is complete, the Commission’s review of the DMO could proceed. The Municode review should be completed on or about July 15, 2017.

It was generally agreed to that the economic re-structuring plan review/discussion should be pushed back until August.

**COMMISSIONERS COMMENTS:**

Harold Donovan stated that it was great to see “with our eyes” what happens with the Planning Commission decisions

The August meeting will be held on August 3, 2017 at 7pm. There being no further business, the meeting was adjourned.

Respectfully Submitted,

Robert Moore, Clerk

Warsaw Planning Commission