

MINUTES
WARSAW PLANNING COMMISSION
THURSDAY, SEPTEMBER 7, 2017
7:00 P.M.

The regular meeting of the Warsaw Planning Commission was held September 7, 2017 at 7:00 p.m. in Council Chambers at 78 Belle Ville Lane. Commission Members present were Chairman Gary W. Palmore, Vice-Chair Mary Beth Bryant, Harold W. Donovan, Julia Blackley-Rice, Jonathan B. English and Faron H. Hamblin. Commissioner Barbara Jean Lefon was absent.

Staff present was Joseph N. Quesenberry, Town Manager; Lee H. Capps, Economic Development Strategist and Linda S. Holsinger. Others present were D.J. Jackson of the Northern Neck News and Frances S. Baylor.

Call to Order & Pledge of Allegiance:

Chairman Gary W. Palmore called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance. The Agenda was approved.

Approval of Minutes: August 3, 2017

The Chairman asked if there were any comments or corrections to the Minutes of August 3, 2017 minutes. Commissioner Bryant moved to accept the minutes as presented. Commissioner Donovan seconded and the motion carried with the following votes.

Gary W. Palmore	Aye	Mary Beth Bryant	Aye
Harold W. Donovan	Aye	Julia Blackley-Rice	Aye
Jonathan B. English	Aye	Faron H. Hamblin	Aye

Old Business:

Status Order Review: Lee Capps stated we are stilling working on updating the DMO and bringing it up to date. He is pleased the Town Manager is taking steps to bring zoning violations under control by sending out letters. We are considering allowing staff to handle some of the items that previously required actions by the Manager or Mayor.

He praised the work of Kevin Adams who worked as an intern in the Town Office this past summer. Keven did a wonderful job in upgrading our filing system using Parcel numbers instead of applicant's names for Zoning Permits and Conditional Use Permit files. He also redesigned our Zoning Permit Application.

Status & Discussion of DMO Amendments: Following are some specific items being considered for the Commission to take to Council for a joint public hearing.

Article 2-1-2 Decision-Making Paths (DMPs) on Page 28. Town Council Approval After a Public Hearing-DMP-b needs to be simplified so it does not take so long for someone to get approval.

Article 2-3 Public Notice Requirements on page 31and 32 also needs to be simplified. We need an amendment to simplify the process. Mr. Capps stated he would like to have something to send to Joint Public Hearing at either the October meeting of the Commission or Town Council. Chairman Palmore stated we need to have something in writing to take to Council recommending the changes we would like to see take place.

The Permitted Tables - Exhibit 5 on pages 72 and 73. To add C-3 zoning which is not currently shown at all. There was also discussion on allowing 7 day/24-hour operation of some business but not carte blanc. The Town Manager reported VIMS may be interested in locating here and we do not want to limit them and other potential business. These would be allowed in C-1, C-2, C-3, TT and M-1 with a CUP.. Bed & Breakfasts: Discussion to allow B&B in R-1 with a Conditional Use Permit. They are currently only allowed in R-12, C-1 and TT (Traditional Town). Commission had some concerns about increased traffic in residential areas.

Nano & Micro-Breweries: Consideration of pursuing and allowing these in C-1, C-2, C-3 and R-12 zoning.

There was also discussion allowing commercial businesses to use a portion of their property as residential. *We currently have two businesses on Main Street that are doing this – apparently ‘grandfathered’ status.* The modification would give people more options to experience Warsaw. Commisisoner's noted it would probably be alright but the commercial use would need to be 51% or higher.

Statewide Training Courses: Lee Capps advised these were very expensive and we had missed the deadline for this year. The Town Manager noted these could be very helpful and to keep in mind for next year sessions. He would check if Council would approve a cost-share if anyone would be interested.

The Commission will be holding a Work-Session September 18, 2017 at 6:45 pm to discuss these further and prepare a list of proposed Amendments to present to Town Council.

Chairman Palmore advised the Commission will be entering Closed Session. At this time Linda Holsinger, D.J. Jackson and Frances Baylor left the meeting.

Chairman Gary Palmore moved to enter Closed Session under the Virginia Public Records Act: Section 2.2.3711 Subsection 3 (Real Property). Second by Commissioner Donovan & carried by the following votes.

Gary W. Palmore	Aye	Mary Beth Bryant	Aye
Harold W. Donovan	Aye	Julia Blackley-Rice	Aye
Jonathan B. English	Aye	Faron H. Hamblin	Aye

Chairman Gary Palmore moved to reconvene in open session. Second by Commissioner Bryant and carried by the following votes.

Gary W. Palmore	Aye	Mary Beth Bryant	Aye
Harold W. Donovan	Aye	Julia Blackley-Rice	Aye
Jonathan b. English	Aye	Faron H. Hamblin	Aye

The Commission by roll call vote certified they only discussed items permitted to be discussed under the Virginia Public Records Act: Section 2.2.3711 Subsection 3 (Real Property) under which they entered Closed Session.

Gary W. Palmore	Aye	Mary Beth Bryant	Aye
Harold W. Donovan	Aye	Julia Blackley-Rice	Aye
Jonathan B. English	Aye	Faron H. Hamblin	Aye

In closing remarks, Commissioner Jonathan English announced the upcoming Rappahannock High and Washington & Lee High alumni baseball game for Saturday, Sept. 9, Vice Chair Mary Beth Bryant inquired about the status of “The Saddlery” re-location effort. Councilman and Planning Commission Liaison noted how productive the meeting seemed, especially generating amendments for the Council to consider for the DMO. Commissioner Julia Blackley-Rice noted the town beautification efforts of the grass cutting in the median on Richmond Road and flowers blooming around town. She also commended the work of intern Kevin Tyler Adams. The chairman, Gary Palmore thanked each for attending.

There being no further business the meeting was adjourned by Chairman Palmore at 8:28 pm.

By: Linda S. Holsinger, Administrative Assistant
Acting Planning Commission Clerk