



## **Mathews County Planning Commission**

**Tuesday, December 13, 2022 at 7:00 PM**

### **MINUTES**

#### **1. CALL TO ORDER**

**AT A JOINT PUBLIC HEARING OF THE BOARD OF SUPERVISORS AND PLANNING COMMISSION OF MATHEWS COUNTY, VIRGINIA, HELD IN THE MATHEWS COUNTY HISTORIC COURTHOUSE ON DECEMBER 13, 2022 AT 7:00 PM.**

##### **Board of Supervisors**

**Members Present:** Paul Hudgins, Chair  
Jackie Ingram, Vice Chair  
Mike Walls  
Dave Jones

**Members Absent:** Melissa Mason

##### **Planning Commission**

**Members Present:** Billy Cook, Chair  
Doug Wilton, Vice Chair  
Frances Minor  
Dan Hill  
Paul Logan  
Donald Morgan  
Harry Meeks

**Members Absent:**

**Also Present:** James Knighton, Director of Planning, Zoning & Wetlands  
Heather Thomas, Wetlands/Marine Coordinator and Zoning Technician

**THE MEETING WAS CALLED TO ORDER BY THE CHAIRMAN OF THE BOARD OF SUPERVISORS, FOLLOWED BY THE PLEDGE OF ALLEGIANCE.**

#### **2. PLEDGE OF ALLEGIANCE**

#### **3. INVOCATION**

The invocation was given.

**4. ROLL CALL OF THE BOARD OF SUPERVISORS AND PLANNING COMMISSION**

**Mrs. Thomas called roll and a quorum was present.**

**5. REVIEW OF PUBLIC HEARING PROCEDURE**

Mr. Hudgins reviewed the public hearing procedures.

**6. PUBLIC HEARINGS**

6.A. **Application 6-CUP-22:** Request from Rhetson Companies, Inc. for a Conditional Use Permit per Section 175-15.25 of the Mathews County Zoning Ordinance to construct a commercial building over 7,500 square feet floor area on parcel 9 (A) 3. This parcel is in the Business-2 (B2) district. Mr. Knighton read the staff report.

Mr. Hudgins asked if the Board members or Commissioners had any questions.

Mr. Parker gave a PowerPoint presentation.

Mr. Hudgins asked if the Board members or Commissioners had any questions for Mr. Parker. Mr. Wilton asked why the location of the store was changed from previous plans and whether they would be subdividing the land for Dollar General to purchase. Mr. Parker answered that the water table is better on the Twiggs Ferry Rd side was better for the increase in building size and at the moment they do not have any plans to subdivide. Mr. Wilton asked about the time frame of when the septic information would be submitted to the health department. Mr. Parker answered 45-60 days. Mr. Jones asked if they surveyed the property for more than one perk site. Mr. Parker answered that the original engineering company performed 18-20 perk test sites. Mr. Logan asked about the water reserve pond for fire protection. Mr. Parker stated that it would be designed in the next step of this process.

Mr. Hudgins asked for speakers in favor of the application.

Jackie Wilton, Hallieford, VA

Mrs. Wilton made a statement about the traffic issues where the entrance to the store is located.

Josie Thorpe, Hallieford, VA

Ms. Thrope asked about possible landscaping and suggested ideas.

Mr. Hudgins asked for speakers against the application. There were none.

Mr. Hudgins asked for speakers neither for or against the application. There were none.

Mr. Hudgins asked the Board members and Commissioners if they had any further comments or questions. There were none.

**7. ADJOURNMENT OF THE BOARD OF SUPERVISORS**

**THERE BEING NO FURTHER BUSINESS, ON A MOTION BY MR. JONES AND SECONDED BY MR. WALLS, THIS PUBLIC HEARING WAS DECLARED ADJOURNED.**

**8. PLANNING COMMISSION CALLED TO ORDER**

Mr. Cook called the regularly scheduled meeting of the Planning Commission to order.

**9. APPROVAL OF MINUTES**

9.A. November Joint Public Hearing Meeting Minutes

**MOTION:** On Motion to approve the November meeting minutes by Mr. Morgan, seconded by Mr. Hill, the Mathews County Planning Commission voted 7-0-0 as follows: seven- aye; zero- nay;

Roll Call Vote:

Billy Cook, Chair - Aye

Doug Wilton, Vice Chair - Aye

Frances Minor, Member - Aye

Dan Hill, Member - Aye

Donald Morgan, Member - Aye

Harry Meeks, Member - Aye

Paul Logan, Member - Aye

**10. PUBLIC COMMENT PERIOD**

Mr. Cook reviewed the public comment period guidelines. There were no speakers.

**11. NEW BUSINESS**

- 11.A. **Application 6-CUP-22:** Request from Rhetson Companies, Inc. for a Conditional Use Permit per Section 175-15.25 of the Mathews County Zoning Ordinance to construct a commercial building over 7,500 square feet floor area on parcel 9 (A) 3. This parcel is in the Business-2 (B2) district. Mr. Cook asked if the Commissioners had any questions or comments for Mr. Knighton concerning 6-CUP-22. There were none. Mr. Knighton asked that they amend any motion to state the correct location of the lighting.

**MOTION:** On Motion to recommend approval of 6-CUP-22 by Mr. Hill, seconded by Mr. Wilton, the Mathews County Planning Commission voted 7-0-0 as follows: seven - aye; zero - nay; with the amendment of condition seven.

Roll Call Vote:

Billy Cook, Chair - Aye

Doug Wilton, Vice Chair - Aye

Frances Minor, Member - Aye

Dan Hill, Member - Aye

Donald Morgan, Member - Aye

Harry Meeks, Member - Aye

Paul Logan, Member - Aye

11.B. FY 24-28 Capital Improvement Plan

Mr. Knighton reviewed the information given in the packet including the previous Board approved Capital Improvement Plan, new CIP requests and the meals tax fund. Mr. Cook asked Mr. Knighton to give the new members of the Commission some background information on capital improvements. Mr. Hill made note of the need for a helipad for the rescue squad. Mr. Logan suggested that the county adopt a fleet management program so that all vehicle replacements and movement within the county can be kept up to date. Mr. Knighton answered that Mrs. Wilson is working on that currently.

Mr. Cook created CIP committees as follows:

Sheriffs Office, Rescue Squad and Fire Department

Mr. Logan

Ms. Minor

School Board and Building/Grounds

Mr. Cook

Mr. Morgan

Mr. Meeks

## **12. COMMITTEE REPORTS**

### **12.A. Nominating Committee**

**MOTION:** On Motion to appoint Mr. Meeks to Vice Chair by Mr. Wilton, seconded by Mr. Morgan, the Mathews County Planning Commission voted 7-0-0 as follows: seven- aye; zero - nay;

Roll Call Vote:

Billy Cook, Chair - Aye

Doug Wilton, Vice Chair - Aye

Frances Minor, Member - Aye

Dan Hill, Member - Aye

Donald Morgan, Member - Aye

Harry Meeks, Member - Aye

Paul Logan, Member - Aye

**MOTION:** On Motion to appoint Mr. Cook to Chairman by Mr. Wilton, seconded by Ms. Frances, the Mathews County Planning Commission voted 0-0-0 as follows: seven- aye; zero - nay.

Roll Call Vote:

Billy Cook, Chair - Aye

Doug Wilton, Vice Chair - Aye

Frances Minor, Member - Aye

Dan Hill, Member - Aye

Donald Morgan, Member - Aye

Harry Meeks, Member - Aye

Paul Logan, Member - Aye

Mr. Morgan stated that the committee split the responsibility where Mr. Meeks handled the nomination of chair and Mr. Morgan handled vice chair.

## **13. PLANNING DIRECTOR'S REPORT**

There were none.

## **14. NOTICE OF VARIANCE AND APPEAL**

Mr. Knighton informed them of 1-V-23 being heard by the BZA in January.

## **15. PLANNING COMMISSION REQUESTS/DIRECTIVES**

## **16. OTHER MATTERS**

16.A. Review of Board of Supervisors Action

Mr. Knighton updated the Commission on the board actions.

**17. PLANNING COMMISSION ADJOURN**

**THERE BEING NO FURTHER BUSINESS, ON A MOTION BY MR. MORGAN AND  
SECONDED BY MR. WILTON, THIS MEETING WAS DECLARED ADJOURNED.**