



Mathews County Planning Commission

Tuesday, May 14, 2024 at 7:00 PM

MINUTES

1. CALL TO ORDER

The meeting was called to order by the Chair.

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

Mr. Wilton gave the invocation.

4 ROLL CALL OF THE BOARD OF SUPERVISORS AND PLANNING COMMISSION

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Committee Members Present:	Chairperson Billy Cook, Vice-Chair Harry Meeks Julian Wilton Member Frances Minor Member Byron Rauch Member Donald Morgan Member James Meade Supervisor Tom Bowen Chairperson Janice Phillips Vice-Chair Tim Doss Supervisor Mike Walls Supervisor Dave Jones
Committee Members Absent:	
Staff Present:	Ramona Wilson, Interim Director of Planning & Zoning Heather Thomas, Wetlands, Marine Projects and Zoning Technician

5. REVIEW OF PUBLIC HEARING PROCEDURE

6. PUBLIC HEARINGS

- 6.A. **Application 2-ZA-24:** Text amendment to the Mathews County Zoning Ordinance, §175-15.28 (B) Special Regulations for Short-Term Vacation Rentals, initiated by a motion of the Planning Commission.

Mrs. Hudgins Phillips opened the public hearing for application 2-ZA-24 and Ms. Hubbard read the proposed text amendment.

Jackie Wilton
Hallieford, VA

Mrs. Wilton discussed her concerns about noise levels.
The public hearing was closed.

- 6.B. **Application #3-CUP-24:** Request from Canine Companions for Independence, C/O Robert Schwinn, Legal Administrator, for a Conditional Use Permit for a country club use per Section §175-6.3 (4) of the Mathews County Zoning Ordinance to operate a club/office/training space on parcels 20-A-11, 20-A 12 & 20-A-13. These parcels are located in the Residential (R-1) Zoning District.

Mrs. Phillips opened the public hearing for application 3-CUP-24 and Ms. Hubbard read the proposed CUP.

Mr. Shewmake shared a PowerPoint presentation. Mr. Shewmake answered questions presented by board members. A representative from Canine Companions stated they have a lease on the mobile units for 3 years with the hopes of building a facility.

Tiffany Gordon
Volunteer

In support of the application.

Patricia Cole
Norfolk, VA

Owner of a Canine Companion animal and in support of the application.

Brina Brennan
Northumberland County

Owner of a Canine Companion animal and in support of the application.

Tom Newton
Veterinarian

Raises and trains Canine Companion animals and in support of the application.

Supervisor Jones is very much in favor on this application.

The public hearing was closed.

- 6.C. **Application #4-CUP-24:** Request from Canine Companions for Independence, C/O Robert Schwinn, Legal Administrator, for a Conditional Use Permit for an event venue per Section §175-6.3 (19) of the Mathews County Zoning Ordinance to operate an event venue on parcels 20-A-11, 20-A 12 & 20-A-13. These parcels are located in the Residential (R-1) Zoning District.

Mrs. Phillips opened the public hearing for application 4-CUP-24 and Ms. Hubbard read the proposed CUP.

Mr. Shewmake spoke to the board and commissioners about the proposed event venue and answered questions asked by the members. Mr. Walls agrees with Supervisors Jones and Bowen,

he is very much in favor of this application.

The public hearing was closed.

7. ADJOURNMENT OF THE BOARD OF SUPERVISORS

8. PLANNING COMMISSION CALLED TO ORDER

9. PUBLIC COMMENT PERIOD

Richard Hicks

North, VA

The health department does not do enforcement at all, i.e., Hole in The Wall.

10. APPROVAL OF MINUTES

MOTION: On Motion of James Meade, seconded by Julian Wilton, the Mathews County Planning Commission voted 7-0-0 as follows: Billy Cook, Harry Meeks, Julian Wilton, Frances Minor, Byron Rauch, Donald Morgan, James Meade - aye; None - nay; to Approve the minutes as presented.

Roll Call Vote:

Billy Cook, Chair - Aye

Harry Meeks, Vice Chair - Aye

Doug Wilton, Member - Aye

Frances Minor, Member - Aye

Byron Rauch, Member - Aye

Donald Morgan, Member - Aye

James Meade, Member - Aye

10.A. March Meeting Minutes

10.B. April Meeting Minutes

11. UNFINISHED BUSINESS

Nothing to Report.

12. NEW BUSINESS

12.A. **Application 2-ZA-24:** Text amendment to the Mathews County Zoning Ordinance, §175-15.28 (B) Special Regulations for Short-Term Vacation Rentals, initiated by a motion of the Planning Commission.

MOTION: On Motion of Donald Morgan, seconded by Byron Rauch, the Mathews County Planning Commission voted 7-0-0 as follows: Billy Cook, Harry Meeks, Julian Wilton, Frances Minor, Byron Rauch, Donald Morgan, James Meade - aye; None - nay; to Table application 2-ZA-24 for 30 days.

Roll Call Vote:

Billy Cook, Chair - Aye

Harry Meeks, Vice Chair - Aye

Doug Wilton, Member - Aye

Frances Minor, Member - Aye

Byron Rauch, Member - Aye
Donald Morgan, Member - Aye
James Meade, Member - Aye

- 12.B. **Application #3-CUP-24:** Request from Canine Companions for Independence, C/O Robert Schwinn, Legal Administrator, for a Conditional Use Permit for a country club use per Section §175-6.3 (4) of the Mathews County Zoning Ordinance to operate a club/office/training space on parcels 20-A-11, 20-A 12 & 20-A-13. These parcels are located in the Residential (R-1) Zoning District.

MOTION: On Motion of James Meade, seconded by Donald Morgan, the Mathews County Planning voted 7-0-0 as follows: Billy Cook, Jr., Harry Meeks, Julian Wilton, Frances Minor, Byron Rauch, Donald Morgan, James Meade - aye; None - nay; to Approve application 3-CUP-24 as presented.

Roll Call Vote:
Billy Cook, Chair - Aye
Harry Meeks, Vice Chair - Aye
Doug Wilton, Member - Aye
Frances Minor, Member - Aye
Byron Rauch, Member - Aye
Donald Morgan, Member - Aye
James Meade, Member - Aye

- 12.C. **Application #4-CUP-24:** Request from Canine Companions for Independence, C/O Robert Schwinn, Legal Administrator, for a Conditional Use Permit for an event venue per Section §175-6.3 (19) of the Mathews County Zoning Ordinance to operate an event venue on parcels 20-A-11, 20-A 12 & 20-A-13. These parcels are located in the Residential (R-1) Zoning District.

MOTION: On Motion of James Meade, seconded by Harry Meeks, the Mathews County Planning Commission voted 6-1-0 as follows: Billy Cook, Harry Meeks, Julian Wilton, Frances Minor, Donald Morgan, James Meade - aye; Byron Rauch - nay; to Approve application 4-CUP-24 as presented.

Roll Call Vote:
Billy Cook, Chair - Aye
Harry Meeks, Vice Chair - Aye
Doug Wilton, Member - Aye
Frances Minor, Member - Aye
Byron Rauch, Member - Nay
Donald Morgan, Member - Aye
James Meade, Member - Aye

13. COMMITTEE REPORTS

Uses not enumerated committee Frances Minor and James Meade members to be disbursed.

14. PLANNING DIRECTOR'S REPORT

Nothing new to report.

15. NOTICE OF VARIANCE AND APPEAL

There will be a meeting held tomorrow regarding a formal exception to the Bay Act to construct a concrete walkway.

16. PLANNING COMMISSION REQUESTS/DIRECTIVES

Mr. Morgan asked if CUP applicants are provided a copy of the Ordinance they are supposed to be in compliance with? Ms. Hubbard explained the application process to the members.

17. GENERAL PUBLIC COMMENTS

Mike Walls
Hudgins, VA

In the past, some of the complaints stated by the Planning Commission were that the BOS did not listen to them. He felt that had changed and thanked the members for doing their due diligence.

Dave Jones
Mathews, VA

Several BOS meetings ago some comments were made that, in my opinion, were to discredit the Planning Commission. I would like to thank all of you for the work that you do.

Ms. Minor asked Ms. Hubbard who was in charge of informing violations in the county.

18. OTHER MATTERS

Mr. Rauch would be against "compliance police", that each department's director should handle complaints. Mr. Morgan stated that in the past the Zoning Administrator would check on complaints. Mr. Bowen would like to see our Zoning Ordinances a little more detailed. Chairperson Cooke thanked Heather and Maria for their work.

19. PLANNING COMMISSION ADJOURN

The meeting was adjourned by the Chair.

MOTION: On Motion of Donald Morgan, seconded by Harry Meeks, the Mathews County Planning Commission voted 7-0-0 as follows: Billy Cook, Harry Meeks, Julian Wilton, Frances Minor, Byron Rauch, Donald Morgan, James Meade - aye; None - nay; to Adjourn.

Roll Call Vote:
Billy Cook, Chair - Aye
Harry Meeks, Vice Chair - Aye
Doug Wilton, Member - Aye
Frances Minor, Member - Aye
Byron Rauch, Member - Aye
Donald Morgan, Member - Aye
James Meade, Member - Aye