



Mathews County Planning Commission

Tuesday, August 17, 2021 at 7:00 PM

MINUTES

1. CALL TO ORDER

AT A REGULAR MEETING OF THE PLANNING COMMISSION OF MATHEWS COUNTY, VIRGINIA, HELD IN THE MATHEWS COUNTY HISTORIC COURTHOUSE ON August 17, 2021 AT 7:00 PM.

Planning Commission

Members Present: Tim Hill, Chair
David Rollins, Vice-Chair
James Robinson (Zoom)
Doug Wilton
Brian Russell
Paul Hudgins, Ex-officio

Members Absent: Danette Machen
Billy Cook

Also Present: Thomas D. Jenkins, Director of Planning & Zoning
James Knighton, Planner/Marine Project Coordinator
Heather Thomas, Administrative Assistant

THE MEETING WAS CALLED TO ORDER BY THE CHAIRMAN OF THE PLANNING COMMISSION, FOLLOWED BY THE PLEDGE OF ALLEGIANCE.

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

Dr. Ed Jordan, Gwynn's Island Baptist Church, gave the invocation.

4. ROLL CALL OF PLANNING COMMISSION

Mrs. Thomas called the roll and established that a quorum was present.

5. APPROVAL OF MINUTES

5.A. July 21, 2021 Joint Board of Supervisors/Planning Commission Meeting

Mr. Rollins gave his corrections for the minutes. Mr. Wilton gave a motion to approve the minutes as amended. Mr. Russell seconded this motion. All in Favor. The vote was 5-0 as follows: Mr. Hill – aye; Mr. Rollins – aye; Mr. Robinson – aye; Mr. Wilton – aye; and Mr. Russell - aye

6. PUBLIC COMMENT PERIOD

There were no public comments.

7. COMMITTEE REPORTS

Mr. Rollins stated that as part of the Public Water Access Guide committee, he met with Emily Nelson at the visitors center to discuss it. He gave a digital copy of the guide to Mrs. Nelson and asked that paper copies be given to the visitors center and library. Any updates made to the original will be updated on the website and other locations.

7.A. Shipping Containers

Mr. Jenkins read the staff report on the use of shipping containers as structures. Mr. Russell discussed topics in the sub committee meeting including residential areas, setbacks and time limits. Mr. Rollins asked if there were considerations for owners of larger properties. Mr. Russell stated that they had discussed this and were considering residential lots with two to five acres but no more than 5 containers for lots over 5 acres. Mr. Wilton asked how they define shipping containers. Mr. Russell went over how surrounding county ordinances define shipping containers and expressed that defining them would be a great idea. Mr. Russell asked that anyone with suggestions to please send them to someone at the planning office, Mr. Cook or himself, so it may be discussed the next time they meet.

8. UNFINISHED BUSINESS

8.A. Comprehensive Plan 5 year review: Public Facilities & Services

Mr. Jenkins reviewed all the changes made within the existing comprehensive plan. Mr. Rollins stated that he had made edits to the packet and would supply them to us.

Mr. Russell asked if we still handled the 5 year pump out of septic tanks in the Chesapeake Bay overlay district. Mr. Jenkins replied that there was supposed to be a transfer from local government to the health department for the pump out monitoring. Mr. Wilton inquired on how the property owners find out about this requirement. Mr. Hill stated that failure of the system or reminders sent out. He added that there is a state program that will finance or cover cost of the pump out or replacement of this that is available to citizens. Mr. Russell asked that we follow up on the handling of the pump outs.

Mr. Hill asked about the VDOT plans for the intersection of route 3 and 198 at Cobbs Creek. Mr. Jenkins stated that this could be included in the traffic safety plan and a mock-up that was previously done by VDOT can be shared as well.

9. NEW BUSINESS

9.A. Electronic Meeting Policy (2021 Revisions)

Mr. Jenkins read over the electronic meeting policy that was updated as of July 1st, 2021. Mr. Hill asked for a motion on whether they should or should not adopt the new policy. Mr. Russell made a motion to adopt the new electronic meeting policy. Mr. Wilton seconded that motion. All in favor. Mr. Hill-aye, Mr. Rollins-aye, Mr. Wilton-aye, Mr. Robinson-aye and Mr. Russell-aye.

10. OTHER MATTERS

Mr. Jenkins stated that the annual capital request will be sent out and a draft will be available at a later date.

11. REVIEW OF BOARD OF SUPERVISOR ACTIONS

11.A. July 28, 2021 Board of Supervisors Meeting

Mr. Jenkins gave an update that the BOS voted to approve the rezoning 3-1-1 as well as the concrete batch plant 5-0.

12. NOTICE OF VARIANCE AND APPEAL

There were no notices of variances and appeals.

13. ADJOURN

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