



Mathews County Planning Commission

Tuesday, January 18, 2022 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 January 18, 2022 AT 7:00 PM.

Planning Commission

Members Present: Billy Cook, Vice Chair
Danette Machen
Dan Hill
Doug Wilton
Tim Hill
Brian Russell
Paul Hudgins, Ex-officio

Members Absent: David Rollins

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 VICE CHAIRMAN OF THE PLANNING COMMISSION, FOLLOWED BY THE PLEDGE OF ALLEGIANCE.

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

Elder Kelly of Zion 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. December 7th, 2021 Joint Public Hearing

Mr. Tim Hill made a motion to approve the December meeting minutes. Mr. Wilton seconded this motion. All in favor. The vote was 6-0 as follows: Mr. Cook-aye; Mr. Hill-aye; Mr. Hill-aye; Mr. Wilton-aye; Mrs. Machen and Mr. Russell-aye.

6. PUBLIC COMMENT PERIOD

There were no public comments.

7. UNFINISHED BUSINESS

7.A. FY23-FY27 Capital Improvement Plan

Mr. Jenkins informed the commission that he received a request from the County Administrator to amend the CIP. This request was from the Fire and Rescue squad for a UTV and 2 trailers to reach the remote parts of the county. This would not exceed \$45,000.

Mr. Cook asked to lay this over for 30 days to consult with the county attorney.

Mr. Hill added that the rescue squad is in need of this and should have been brought up earlier.

Mr. Jenkins discussed last week's work session and reviewed the changes to the spreadsheet.

Mr. Russell made a recommendation to use committed reserves as the funding source for shoreline erosion control on East River Boat Yard.

Mr. Jenkins presented the meals tax spreadsheet and discussed this.

The helipad for the rescue squad was discussed.

Mr. Jenkins stated that the Mathews Visitors Center came to speak about their CIP request.

Emily Allen, Mathews Visitors Center

Mrs. Allen explained the project cost for the renovations to their location. Several commissioners asked about specific items being renovated. Their CIP request is \$20,000, which will be matched by an anonymous citizen.

Greg Dusenbury, President of the Mathews Visitors Center

Mr. Dusenbury went into detail about specific renovations that were asked about. Mr. Wilton asked about the distance they would be moving away from the Library. Mr. Dusenbury stated it would be a small pivot. Mr. Cook asked what the cost of just the lift would cost. Mr. Dusenbury stated the quote they received did not itemize each part of the whole project. Mr. Dusenbury added that they will use experienced local contractors.

Mr. Russell asked about the lodging tax fund. Mr. Cook asked what it could be used for. Mr. Jenkins stated he will do the research and see if this is something the planning commission will discuss.

Discussion on the CIP request for an UTV along with 2 trailers for Rescue and Fire. Mr. Hill stated that it should be for one UTV and one trailer to be accessed by both departments 24/7 at the rescue squad. Mr. Cook asked what Mr. Jenkins had for the cost of this request. Mr. Jenkins reviewed the cost breakdown. Mr. Cook explained that the decision to change the agenda has been tabled until the next meeting and now they are considering putting it in the FY2023 budget. All commissioners agreed to add this to the FY2023 column on the spreadsheet for now.

8. NEW BUSINESS

8.A. Short Term Vacation Rentals - VMU District

Mr. Jenkins explained that they updated the ordinance in 2015 to allow STVR, which is allowed in three zoning districts but not listed in VMU. Mrs. Machen made a motion to hold a public hearing in February for a text amendment to add STVRs to the VMU district. Mr. Wilton seconded this motion. All in favor. The vote was 6-0 as follows: Mr. Cook-aye; Mr. Hill-aye; Mr. Hill-aye; Mr. Wilton-aye; Mrs. Machen and Mr. Russell-aye.

8.B. 2021 Annual Report - Draft

Mr. Jenkins reviewed the draft version of the Annual Report.

8.C. New Planning Commission Member - Dan Hill

9. OTHER MATTERS

Mr. Russell made a recommendation that they appoint an ex-officio student member.

10. REVIEW OF BOARD OF SUPERVISOR ACTIONS

10.A. December 13, 2021 Board of Supervisors Meeting

Mr. Jenkins reviewed the Board of Supervisors decisions on the conditional use permits from the public hearing.

1-CUP-21 Denied 5-0

3-CUP-21 Approved 5-0

5-CUP-21 Approved 5-0

6-CUP-21 Denied 3-2

11. NOTICE OF VARIANCE AND APPEAL

Mr. Jenkins stated that there is a variance to be heard by the Board of Zoning Appeals and another

12. ADJOURN

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