



Mathews County Planning Commission

Tuesday, February 15, 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 7th, 2021 AT 7:00 PM.

Board of Supervisors

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

Members Absent: Melissa Mason

Planning Commission

Members Present: David Rollins, Chair
Billy Cook, Vice Chair
Doug Wilton
Brian Russell
Tim Hill
Dannette Machen
Dan Hill

Members Absent:

Also Present: Thomas Jenkins, Director of Planning, Zoning & Wetlands
James Knighton, Planner/Marine Project Coordinator
Heather Thomas

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

Board member, Mike Walls, gave the invocation.

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

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

5. REVIEW OF PUBLIC HEARING PROCEDURE

Mr. Hudgins reviewed the procedures for the conduct of public hearings, noting that this would apply to all the public hearings this evening.

6. PUBLIC HEARINGS

6.A. 1-ZA-22: Short Term Vacation Rentals in the Village Mixed Use (VMU) District

Mr. Knighton read the staff report. This was discussed between the board members and commissioners. Mr. Hudgins asked for speakers for, against or neither. There were none. Mr. Hill made note that the comprehensive plan does mention expanded STVRs.

Mr. Hudgins closed this hearing.

6.B. 2-ZA-22: Inoperable/junk vehicles

Mr. Jenkins read the staff report. Mr. Hill stated he called the DMV to see how long the process took to get an abandoned vehicle title and he was told 90 days. Mr. Jones stated that he brought this forward due to complaints received about automobile shops in the county and finding a way to relieve them from current restrictions. Mr. Hill asked what other counties have in place. Mr. Jenkins answered that the options given tonight are similar to the surrounding counties. Mr. Hill asked what kind of burden this would put on the staff. Mr. Jenkins explained this would be a large burden, especially with having to determine the conditions of vehicles. Mr. Hudgins explained the process of mechanics liens and insurance coverage on abandoned vehicles when moving them. Mr. Russell asked how many complaints staff had received and the outcomes of these. Mr. Jenkins answered that two possibly may have been received. Mr. Russell asked what the outcome of those complaints were. Mr. Jenkins added that one is still on going and the text amendment could help rectify this. Mr. Jones stated that he would like to see zoning ordinances changed from criminal charges to civil penalties. Mr. Russell asked what the process would be to change the charges from criminal to civil. Mr. Jones added that he had spoken to Mr. Bowen about this previously and they are able to make changes to it. Mrs. Ingram spoke on staff needs in order to enforce these complaints and previous issues with junk vehicles related to residential property. Mr. Walls confirmed with Mr. Jenkins that he had stated staff had received two complaints total about junk vehicles and how expanding the number of days could create more issues. Mr. Russell asked if this ordinance would change any conditional use permits in place. Mr. Jenkins stated it would not. Mr. Hudgins asked for speakers in favor, against or neither. There were none.

Mr. Hudgins asked if Mr. Jenkins had any further comments. Mr. Jenkins stated that they had the option to ask staff, the DMV or others for more information if they wished.

Mr. Hudgins closed the public hearing.

7. ADJOURNMENT OF THE BOARD OF SUPERVISORS

Mr. Hudgins adjourned the Board of Supervisors. There was a five minute recess.

8. PLANNING COMMISSION CALLED TO ORDER

THE MEETING WAS CALLED TO ORDER BY THE CHAIRMAN OF THE PLANNING COMMISSION.

9. APPROVAL OF MINUTES

9.A. January 13, 2022 Planning Commission Work Session Minutes

Mr. Russell asked that Emily's last name be added to the visitors center item on the agenda.

Mr. Russell made a motion to approve the meeting minutes as amended. Mr. Hill seconded

this. The vote was 5-0-2 as follows: Mr. Cook-aye; Mr. Russell-aye; Mr. Wilton-aye; Mr. Hill-aye; Mr. D. Hill-aye; Mr. Rollins and Mrs. Machen abstained.

9.B. January 18, 2022 Planning Commission Meeting Minutes

Mr. Hill asked that Mrs. Allen be changed to Ms. Allen.

Mr. Wilton made a motion to approve the minutes. Mrs. Machen seconded this. The vote was 6-0-1 as follows: Mr. Cook-aye; Mr. Russell-aye; Mr. Wilton-aye; Mr. Hill-aye; Mr. D. Hill-aye; Mrs. Machen-aye and Mr. Rollins abstained.

10. PUBLIC COMMENT PERIOD

Mr. Rollins read the public comment procedure. There were none.

11. NEW BUSINESS

11.A. 1-ZA-22: Short Term Vacation Rentals in the Village Mixed Use (VMU) zoning district

Mr. Hill made a motion to recommend approval to include STVRs in the VMU district. Mr. Hill seconded this motion. All in favor. The vote was 7-0 as follows: Mr. Cook-aye; Mr. Russell-aye; Mr. Wilton-aye; Mr. Hill-aye; Mr. D. Hill-aye; Mr. Rollins-aye; and Mrs. Machen-aye.

Mr. Cook stated that he agreed with approving this text amendment because this would bring more business to the courthouse area. Mrs. Machen also agreed that this was a good way to bring business to the area and added that she believes not every STVR is registered through the county.

11.B. 2-ZA-22: Inoperable/junk vehicles

Mr. Cook made a motion to recommend approval of the 15 car limit. Mrs. Machen seconded this.

Mr. Cook stated that it would be time consuming to have staff go out to each automobile repair shop every six months to see if vehicles have been removed. He added that if we do not put a number on it then it will increase over the years. Mr. Wilton asked how the 15 car limit would apply to existing businesses. Mr. Cook said that a fence could be put up to block them from view. Mr. Russell stated that when someone applies for a conditional use permit they can tailor the conditions to prevent this issue from occurring.

Mr. Wilton made a motion to table 2-ZA-22. Mr. Hill seconded this. All in favor. The vote was 7-0 as follows: Mr. Cook-aye; Mr. Russell-aye; Mr. Wilton-aye; Mr. Hill-aye; Mr. D. Hill-aye; Mr. Rollins-aye and Mrs. Machen-aye.

Mr. Russell asked that the staff provide more information about the violation complaints they have received and the outcome of them. Mr. Cook asked for a sub committee to meet with the auto repair businesses to gather more information. Mr. Cook and Mr. Hill was assigned to this.

12. UNFINISHED BUSINESS

12.A. FY23 Capital Improvement Program

Mr. Jenkins reviewed current submissions.

Mr. Cook asked Mr. Hudgins about the request for the request for a security system for \$75,000. Mr. Hudgins stated that this would help prevent having to change the locks after people leave by having a key pad to enter and Sheriff Barrick had mentioned the entrance for safety purposes.

Mr. Cook stated they met with the visitors center and requested that they get current bids since the ones submitted are prior to COVID-19.

Mr. Russell asked whether there was a vehicle capable of pulling the trailer with the UTV. Mr. Cook suggested moving the ambulances to FY 24 and 25. Mr. Dan Hill stated that they have the funds to pay for the ambulances on order. He stated that the trailer and UTV are essential. Mr. Dan Hill asked if the county has a truck on hand that would be capable of pulling the UTV. Mr. Hudgins stated the fire department has an explorer that will pull the UTV.

Mr. Cook believes that the additional requests made after the November 1st cut off date should be moved over to FY24. Mrs. Machen stated that she agreed with this. Mr. Rollins asked the commissioners if they thought there were any items from the additional requests they thought could not be moved to FY24. Mrs. Machen suggested that the roof leaks should be addressed. Mr. Russell inquired about the kiosk for the Treasury Department. The commissioners agreed that the money to fix the roof leak in the school gym as well as the UTV/trailer would come from the meals tax fund, the library roof from the general fund, the treasury kiosk and security system contingent upon ARPA. They removed the funding for one of the ambulances and the HVAC system requested by the YMCA.

Mr. Hill made a motion to recommend approval as edited. Mrs. Machen seconded this. All in favor. The vote was 7-0 as follows: Mr. Rollins-aye; Mr. Cook-aye; Mr. Wilton-aye; Mr. Russell-aye; Mr. D. Hill-aye; Mr. Hill-aye and Mrs. Machen-aye.

12.B. 2021 Annual Report of the Planning Commission

Mr. Jenkins stated Mr. Rollins submitted some corrections and additions to the annual report. Mrs. Machen made a motion to approve the Planning Commission Annual Report. Mr. D. Hill seconded it. All in favor. The vote was 7-0 as follows: Mr. Rollins-aye; Mr. Cook-aye; Mr. Wilton-aye; Mr. Russell-aye; Mr. D. Hill-aye; Mr. Hill and Mrs. Machen-aye.

13. NOTICE OF VARIANCE AND APPEAL

13.A. Variance application 1-V-22

Mr. Jenkins made the commission aware of the BZA decision on this request.

13.B. Variance Application 2-V-22

Mr. Jenkins made the commission aware of the BZA decision on this request.

14. PLANNING COMMISSION REQUESTS/DIRECTIVES

Mr. Cook requested that junk vehicles in residential areas be researched and discussed.

15. OTHER MATTERS

16. PLANNING COMMISSION ADJOURN

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