

PLANNING COMMISSION MEETING
JUNE 6, 2022
7:00 P.M.

PRESENT

Vice Chair: Timothy Bradshaw
Members: Dianna Carneal
 Maria Pitts
 Scott Cannady
Town Manager: Eric Pollitt
Secretary: Patsy K. Scates

ABSENT

Chair: Yvonne Vaughan
Member: Elaine Hilowitz

Vice Chair Bradshaw called the meeting to order.

Town Manager Pollitt informed the commission members that he would be attending the planning commission meetings until planning, zoning and community development job position has been filled.

On motion of Scott Cannady, seconded by Dianna Carneal, the commission members voted to approve the May 2, 2022, planning commission meeting minutes.

Votes were cast as follows:

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
Maria Pitts:	Aye	Scott Cannady:	Aye

OLD BUSINESS:

- **Reports**

Vice Chair Bradshaw stated that we will table the reports from Commission Member Hilowitz until the July 5, 2022, meeting since she is not present tonight.

- **Comprehensive Plan**

Town Manager Pollitt reported that the comprehensive plan should be completed in July 2022 or August 2022 and the zoning map will also be on the agenda for approval by the town council members once it is completed.

Commission Member Carneal asked if the changes that they submitted were made within the comprehensive plan.

Town Manager Pollitt reported that if it is not within the scope of the comprehensive plan then the changes would probably not happen but the changes could be revisited at a later time.

Commission Member Cannady asked if they would review the completed comprehensive plan and zoning map before it went to the council members for approval.

Town Manager Pollitt stated yes, the planning commission members would.

**The comprehensive plan and zoning map would be reviewed by the commission members and then it would be up to the commission members if they would like to recommend the comprehensive plan and zoning map to the council members for their consideration. **

- **Tappahannock Main Street Meetings**

Commission Member Pitts stated that she has volunteered to be a representative the Tappahannock Planning Commission and attend the Tappahannock Main Street Meetings but she has not made contact with the Director of Main Street, Beth Sharpe. She asked if Town Manager Pollitt would contact Beth Sharpe and make her aware that she is trying to contact her.

Town Manager Pollitt stated that he would make a note and ask Beth Sharpe to reach out to her. He advised that this time of year their focus may be on the Farmers Market and the Third Thursday events. He stated that the Town has began the process of working with Tappahannock MainStreet and a consulting group on the downtown revitalization.

There was some discussion.

NEW BUSINESS

- **Essex County RAFT Implementation Team**

Vice Chair Bradshaw recognized Commission Member Carneal and asked her to report on the RAFT Implementation Team.

Commission Member Carneal reported that thinks that Mr. Austin Rose is a part of the RAFT Implementation Team which is involved with the development of the Hoskins Creek Project.

Vice Chair Bradshaw stated that Mr. Austin Rose is prior to the activity at the Hoskins Creek Project.

Commission Member Carneal stated that she did not attend the RAFT Implementation Meeting last week but she will review the minutes and make a report at the July 2022 planning commission meeting.

Town Manager Pollitt stated that he is not familiar with the RAFT Implementation Team or what projects they are working on.

- **Hoskins Creek Project**

Vice Chair Bradshaw asked what the proposed plans for the development of the Hoskins Creek Project were.

Commission Member Cannady asked how the property was acquired.

Town Manager Pollitt stated that the Town purchased the Hoskins Creek property and the Tappahannock Central Park property less than a year ago by a loan. He stated that the loan would be paid back by fees collected from the lodging and meal taxes.

Town Manager Pollitt stated that the proposed development plans for the Hoskins Creek project are in the Town Hall's lobby. He stated that VDOT (Virginia Department of Transportation) has funds available for the entrances for recreation access purposes and we are working on getting those funds. He reported that he is working with DCR (Department of Conservation Resources) for a grant that will help build a retention wall for the property.

There was some discussion regarding environmental concerns and the infrastructure that was already in place. The commission members reviewed the proposed maps for the development of the property that were placed in the lobby and had some discussion.

- **Parking Ordinance**

Vice Chair Bradshaw stated we will now discuss the parking ordinance.

Commission Member Cannady stated that it is his understanding that Mr. Austin Rose's proposal is concerning eliminating all parking requirements for new zoning projects.

After much discussion regarding parking the commission members decided that they would proceed with research if the council members requested them to.

- **Joint Public Hearing Meeting with the Tappahannock Town Council**

Vice Chair Bradshaw stated that a Joint Public Hearing with the Tappahannock Town Council will be held on Monday, June 13, 2022, at 6:30 p.m. to discuss the application from Ross Simpson Properties, LLC/Greg Huff to consider his rezoning request. He stated that all the members should be present at the meeting if possible so that the commission would have quorum.

Patsy Scates, Secretary explained the process of a joint public hearing meeting.

- **Planning Commission Meeting date for July 2022**

Commission Member Carneal asked since the next meeting is scheduled for Monday, July 4, 2022, and the Town office will be closed because of the holiday when was the next meeting date.

Patsy Scates, Secretary stated that in the past when a meeting date fell on a holiday then the meeting would be held on Tuesday, July 5, 2022, at 7:00 p.m.

The members agreed that the next meeting for the Tappahannock Planning Commission would be held on Tuesday, July 5, 2022, at 7:00 p.m.


On motion of Scott Cannady, seconded by Diane Carneal, the commission meeting was adjourned at 7:42 p.m.

Votes were cast as follows:

Dianna Carneal: Aye
Maria Pitts: Aye

Timothy Bradshaw: Aye
Scott Cannady: Aye


Timothy Bradshaw, Vice Chair


Patsy K. Scates, Secretary