

**PLANNING COMMISSION MEETING  
APRIL 5, 2023  
7:00 P.M.**

**PRESENT**

Chair:	Timothy Bradshaw
Vice Chair:	Scott Cannady
Commission Members:	Dianna Carneal Elaine Hilowitz Yvonne Vaughan
Community Development:	Connie Dalton
Secretary:	Patsy K. Scates

**ABSENT**

Commission Member: Maria Pitts

**VISITOR:**

Chris Rose, Rappahannock Times

**CALLED TO ORDER**

Chair Bradshaw called the meeting to order.

**MINUTES APPROVED**

On motion of Elaine Hilowitz, seconded by Scott Cannady, the Commission voted to approve the March 1, 2023 Planning Commission Meeting Minutes.

**Votes were cast as follows:**

Dianna Carneal:	Aye	Scott Cannady:	Aye
Elaine Hilowitz:	Aye	Yvonne Vaughan:	Aye
Timothy Bradshaw:	Aye		

On motion of Scott Cannady, seconded by Elaine Hilowitz, the Commission voted to approve the March 1, 2023 Historical Overlay Committee Meeting Minutes.

**Votes were cast as follows:**

Dianna Carneal:	Aye	Scott Cannady:	Aye
Elaine Hilowitz:	Aye	Yvonne Vaughan:	Aye
Timothy Bradshaw:	Aye		

**OLD BUSINESS**

Chair Bradshaw recognized Connie Dalton.

- **WATER QUALITY**

Connie Dalton stated that there were some inquiries at the last meeting about the Annual Drinking Water Quality Report for the Town of Tappahannock. She reported that an email was sent that the new report would be coming out soon and she provided a pamphlet about the drinking water quality.

- **UPDATES**

Connie Dalton reported that a memo and a drafted document on murals/public art guidelines was included in the council members packet for the April 10, 2023, Council Meeting.

Connie Dalton informed the members that she was not comfortable with the comprehensive plan document that was being prepared by the previous consultant so a new consultant has been hired and a technical update is being done. She reported that it is the same consultant that worked on our Downtown Revitalization Plan so they are familiar with Tappahannock. She reported that she shared all of the planning commission members' previous comments about the comprehensive plan with the new consultants.

Commission Member Vaughan reported that she received an email that stated that there will be a Joint Public Hearing meeting on May 8<sup>th</sup> with the Town Council and the Tappahannock Planning Commission concerning the Downtown Revitalization Plan but there has not been a document shared with the group.

Connie Dalton stated that it is not a Joint Public Hearing it's just a public information session for everyone to hear about the document and since it is not a joint public hearing it's not required to be published in the newspaper. She reported that the public is also invited to attend the presentation.

Commission Member Vaughan stated that she wanted to bring to her attention that on the Visit Tappahannock and Essex County website it states that Tappahannock is 46 miles southeast of Richmond which is not correct. A constituent contacted them about the error and asked them to make the correction but it has not been done. The constituent then contacted Commission Member Vaughan about the error.

Connie Dalton stated that she will follow up on this request about the change.

There was some discussion.

Vice Chair Cannady asked what can be done about the traffic issues on Water Lane. He asked who he could reach out to.

Connie Dalton stated that she took his concerns to Town Manager Pollitt. She reported that she, Town Manager Pollitt and Mayor Gladding had a meeting with Lee McKnight, VDOT and some issues were discussed. She stated that Town Manager Pollitt asked if the planning commission members could think about reviewing some traffic calming measures for Water Lane, Daingerfield Street, Cralle Avenue and Hobbs Hole Drive and provide recommendations.

Vice Chair Cannady stated that VDOT usually has to do a traffic study for any issues. He asked what Virginia Department of Transportation (VDOT's) position was.

Connie Dalton stated that many things were discussed. She stated that Mr. McKnight directed her to the website and talked about some options such as creating a petition of the neighborhood and getting support of the Town Council.

There was much discussion regarding the issues with the traffic in the Town.

Connie Dalton suggested that the group focus on areas in Tappahannock that could benefit from street calming alternatives and apply the appropriate street calming alternatives to that area.

Connie Dalton informed the Planning Commission members that work was done this week in the alleys within the Town and she feels it is a huge enhancement to the Town on many levels. She reported that VDOT was asked to provide a monthly report to share with the Town Council that indicated the upcoming streets that are to be paved and the status of the projects in Town.

Vice Chair Cannady stated that he would like to entertain a motion that he and Commission Member Vaughan meet and discuss five or six traffic calming hot spots issues within the Town.

The motion did not move forward.

Chair Bradshaw stated he feels that all the members should work on identifying some traffic calming alternatives within the Town.

There was some discussion.

### **NEW BUSINESS**

- **QUARTERLY TOUR OF TOWN**

Chair Bradshaw stated that Commission Member Pitts had suggested a quarterly Tour of the Town.

There was some discussion about what topics would be of interest to tour in the Town and what the goal would be.

Connie Dalton suggested that the Planning Commission members contribute to a Tappahannock Main Street Design Committee project. She reported that in that meeting the committee picked a topic and asked the community to take a photo of various elements in downtown to be published on Tappahannock Main Street's webpage. The focus areas included arches, paint colors, fencing and trees (to celebrate Arbor Day).

There was some discussion.

Chair Bradshaw stated that he would like to share with the group that there will be a dark skies initiative meeting this month at Belle Isle State Park if anyone is interested. He stated that dark skies deals with light pollution and how it's not only annoying to people but is very disruptive to birds and animals and migration patterns or wildlife in general.

There was some discussion regarding a dark skies' initiative.

Connie Dalton asked the Commission Members to continue to talk to property owners about the Façade Grants. She reported that beautification is one of the proprieties of the Town Council and the Façade Grant is one of the tools that could be used.

Connie Dalton encouraged the members to attend the April 10, 2023, Town Council meeting. She stated that the council members will discuss whether they want the staff to move forward on developing with the murals/public art guidelines document.

- **ADJOURNED**

On motion of Elaine Hilowitz, seconded by Scott Cannady, the meeting was adjourned at 7:45 p.m.

  
Timothy Bradshaw, Chair

  
Patsy K. Scates, Secretary