

**PLANNING COMMISSION MEETING
JANUARY 4, 2023
6:30 P.M.**

PRESENT

Chair:	Timothy Bradshaw
Vice Chair:	Scott Cannady
Members:	Dianna Carneal
	Maria Pitts
	Elaine Hilowitz
Community Development and Zoning Administrator	Connie Dalton
Secretary:	Patsy K. Scates

ABSENT

Member: Yvonne Vaughan

VISITORS

Chris Rose, Rappahannock Times

Chair Bradshaw called the meeting to order.

• **MINTUES**

Chair Bradshaw asked for any discussion regarding the December 7, 2022, Planning Commission meeting minutes.

Patsy Scates stated she received an email from Commission Member Hilowitz suggesting adding the following sentence to the December 7, 2022, Planning Commission minutes: "After some discussion it was decided that Commission Member Pitts would attend the Town Council Meetings and Commission Member Hilowitz would attend the Essex County School Board Meetings." She also asked for some clarification on the other suggested change. There was some discussion and it was suggested to add a coma and to change a word from "it is to it's" in the sentence under Murals.

On motion of Scott Cannady, seconded by Elaine Hilowitz, the Commission Member voted to approve the December 7, 2022, Planning Commission Meeting Minutes with the changes.

Votes were cast as follows:

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

On motion of Elaine Hilowitz, seconded by Dianna Carneal, Council voted unanimously to approve the December 7, 2022, Historic Overlay Committee Minutes.

Votes were cast as follows:

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

- **UPDATES- CONNIE DALTON**

Chair Bradshaw asked Connie Dalton for updates.

Connie Dalton reported that the Town's new branding initiatives is finishing up and the Town has received some "rack cards" to be placed around town and the visittappahannock.com website is up and running. She reported that the Town has applied for grant funding for the airport project and hopefully the Town will hear soon if we will be granted funding. She also reported that she had an inquiry regarding the Façade Grant and we had received an application from a citizen to join the Tappahannock Planning Commission.

Connie Dalton reported that Tappahannock and Emerson Ordinary 1710 was awarded 2022 Industrial Revitalization Fund grant which is great for the community.

Commission Member Carneal stated that she was confused based on TV news reports and asked if the grant was awarded to the business affected by the Prince Street fire or to 1710 Tavern owners Mr. and Mrs. Huff.

Connie Dalton stated that a copy of the press release was forwarded to the Commission members and it was her understanding that the funding was strictly for The Ordinary.

There was some discussion.

Connie Dalton reminded the Planning Commission members of the Joint Public Hearing that will be held with the Tappahannock Town Council on January 9, 2023, at 6:30 p.m. to consider the adoption of the Zoning Map. She asked if the members had any questions.

Connie Dalton stated that she is thinking about some ways to be more offensive about trash clean up. She stated that the Town's newsletter will remind the citizens that if they needed extra trash pickup it was available.

The group discussed adding information about trash fees, extra trash pickup options, and the Town Council subcommittees on the website.

Connie Dalton stated that the Town's website platform is limited and the Town is working on interviewing some companies to see what options may be available to give us greater flexibility and easier access.

Commission Member Cannady asked for any updates on the properties affected by the Prince Street Fire.

Connie Dalton stated that nothing has come to her directly and the Town is here to support the property owners and provide guidance.

Connie Dalton reminded the Planning Commission members that the lots that have frontage on Queen Street are not included in the Historic Overlay Zone.

There was some questions and discussion regarding the boundaries of the impact on the Prince Street and in the Historical Overlay Zone.

- **MURALS**

Chair Bradshaw asked for discussion regarding the mural's definition.

The group discussed the information that was in the handout regarding the murals from the last meeting and the proposed definitions that were provided to them by Commission Member Hilowitz and Commission Member Pitts.

Chair Bradshaw asked Connie Dalton what she was looking for in a definition.

Connie Dalton stated that she was looking for support, research, and some ideas. She stated that it would be helpful if the Commission members come up with a single recommendation and if you want under that you could put some alternative questions for discussion.

Chair Bradshaw asked if someone would like to volunteer to merge these two documents together and come up with a single version.

Commission Member Carneal stated that she would and she would try to have a draft definition available for review next week.

Connie Dalton advised the group that when they are drafting a proposed definition, to think about how it would be interpreted. She stated that the Town clearly does not want to offend anyone but interpretation can be challenging sometimes.

The group discussed items such as approval process, the location of murals on buildings, who would be responsible for the upkeep and maintenance of the murals, what type of paint would be allowed, and the number of murals allowed on a structure.

Chair Bradshaw thanked everyone for their hard work.

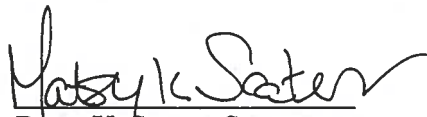
Chair Bradshaw asked if anyone had any new business they would like to discuss.

- **ADJOURNED**

Chair Bradshaw asked for a motion to adjourn.

On motion of Elaine Hilowitz, seconded by Scott Cannady the Planning Commission meeting was adjourned at 7:25 p.m. (*motion carried TRACK 113*)


Timothy Bradshaw, Chair


Patsy K. Scates, Secretary

