

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

**PRESENT**

Chair: Timothy Bradshaw  
Planning Commission Members: Dianna Carneal  
Maria Pitts  
Elaine Hilowitz (*Not in attendance for full meeting*)  
Yvonne Vaughan  
Community Development/Zoning Administrator: Connie Dalton  
Secretary: Patsy K. Scates

**ABSENT**

Vice Chair: Scott Cannady

**VISITORS:**

Jacob Siddons, Captain of Tappahannock Police Department  
Chris Rose, Rappahannock Times

**CALL TO ORDER**

Chair Bradshaw called the meeting to order.

**MINUTES APPROVED**

On motion of Dianna Carneal, seconded by Maria Pitts, the Commission voted unanimously to approve the April 5, 2023, Planning Commission Meeting Minutes.

**Votes were cast as follows:**

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
Maria Pitts:	Aye	Yvonne Vaughan:	Aye
Elaine Hilowitz:	Aye		

On motion of Dianna Carneal, seconded by Elaine Hilowitz, the Commission voted unanimously to approve the Historical Overlay Meeting Minutes for May 3, 2023.

**Votes were cast as follows:**

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
Maria Pitts:	Aye	Yvonne Vaughan:	Aye
Elaine Hilowitz:	Aye		

On motion of Elaine Hilowitz, seconded by Dianna Carneal, the Commission voted unanimously to approve the regular Planning Commission Meeting Minutes for May 3, 2023.

**Votes were cast as follows:**

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
Maria Pitts:	Aye	Yvonne Vaughan:	Aye
Elaine Hilowitz:	Aye		

## NEW BUSINESS

- **TRAFFIC CALMING SUGGESTIONS**

Chair Bradshaw recognized the Tappahannock Police Department.

Captain Jacob Siddons stated that Chief Ashworth was not available to attend. He stated that Chief Ashworth had indicated to him that the Commission Members wanted to discuss some traffic calming suggestions.

Captain Jacob Siddons reported that some of the problem areas in Town are the Dangerfield/Wakefield Area and the Water Lane area. He stated that the Virginia Department of Transportation would probably require a traffic study to possibly implement some traffic calming ideas such as illuminated cross walks, watch your speed signs, signage or speed bumps.

Captain Siddons stated that Water Lane was a challenge because it was a popular cut through street and he stated that over one hundred and twenty speeding tickets had been issued. He suggested that having the fees increased for tickets in residential areas and that having the police department increase patrol of this area may help reduce speeding.

The group discussed some ideas such as the installation of speed bumps, watch your speed, sidewalks, bike lanes, and illuminated cross walks in specific areas within the Town and how these measures could improve the safety of the residents. The group feels that these ideas should be considered for the safety of the residents when starting the plans for the parks.

Commission Member Vaughan suggested placing the “Watch for Children” signs in the neighborhoods for traffic calming.

Captain Siddons suggested another traffic calming idea could be a Gateway Sign which welcomes motorists to a neighborhood and such signage could help reduce the speed of traffic as motorists slow to enter a community.

There was much discussion.

Chair Bradshaw thanked Captain Siddons for attending the meeting and asked for any questions or comments.

(The meeting paused for a medical emergency)

- **MURALS – GRAIN SILOS**

Chair Bradshaw inquired about the status of the murals on grain silos.

Connie Dalton stated that Mr. William Croxton attended the May 8, 2023, Council meeting to present a proposed mural idea for the grain silos at Perdue. She stated that he had proposed scenes such as of the river, the American flag, farm theme and a welcome to Tappahannock. She stated that he was sharing his ideas to see if the Council Members would be in favor of it. She stated that she would do some research to inquire if there are pictures of his ideas available.

Commission Member Carneal asked about the status of the mural document. She stated that her concern is that Mr. Croxton would be ready to move forward with the mural project and the mural document

would not be in place. She asked for a time frame in which the mural document would be ready for review.

Connie Dalton stated that she will focus on trying to have the mural document prepared by the end of the summer. She stated that she has not received any information from Mr. Croxton on the proposed mural project for Perdue.

- **UPDATES**

Connie Dalton informed the Commission Members that the little library boxes have been installed at the Wakefield Triangle Park on Cralle Avenue and at the Essex Mobile Home Park on Airport Road.

Connie Dalton stated that she received an email from a Commission Member concerning the Tappahannock Main Street moving forward with projects in the Historical Overlay Zone areas of Town and the Commission member concern about the Historical Overlay Zone Committee members not being involved in those projects. She presented the Commission Members with the ordinance for the Historical Overlay Zone and a Historical Overlay Zone Map so the members will have a clearer understanding of what areas are in the Historical Overlay Zone. She stated that some of the ideas from Tappahannock Main Street that were discussed in the article in the paper are not within the Historical Overlay Zone.

Connie Dalton stated that a Public Hearing for the Seven and M Development., LLC (a planned unit development) project at Brays Fork in Essex County was last night and she will try to keep the Planning Commission members updated as it moves forward.

Connie Dalton stated that volunteers are needed to serve on both the Planning Commission and the Board of Zoning Appeals so if anyone knows of someone interested in serving to please let her know.

- **COMPREHENSIVE PLAN**

Chair Bradshaw asked for the status of the comprehensive plan.

Connie Dalton stated that she does weekly check-in with the consultants and she is seeing progress.

- **BUSINESS UPDATES**

Commission Member Vaughan asked for the status of new business within the Town.

Connie Dalton stated that new business moving forward and/or finishing up with construction are 1710 Tavern, MOD Wash, Dolan Property Apartments, Moose Lodge. She reported that some business that are open or set to open soon are the Vape and Tobacco Shop, the Wine Shop, and the Maltese Brewing.

There was some discussion.

- **TOUR OF THE TOWN**

Commission Member Carneal stated that Commission Member Hilowitz provided the members with an itinerary which included locations to visit and a map for the proposed Tour of the Town.

Chair Bradshaw stated that Tappahannock Chevrolet volunteered to lend a vehicle to the commission members for the tour at no cost.

Commission Member Carneal asked the commission members if it was possible to complete this itinerary in one day.

Commission Member Carneal asked if the purpose of the tour was to visit the business and discuss with the owners any concerns they may have and to introduce themselves or were the members just touring different locations within the Town.

The group discussed how other organizations may already be involved with the concerns of the business, so there may not be a need for a discussion with the business owners. The group discussed communicating with the other organizations to make sure that the Commission Members would not be duplicating research.

There was some discussion.

Chair Bradshaw suggested that the dates and the purpose of the Tour be discussed by email.

Connie Dalton asked Chair Bradshaw if a quorum was available for the July 5, 2023, Planning Commission Meeting.

Chair Bradshaw stated that he would send out an email to check to see if the date was a conflict for the members since it was a holiday week but he feels that a meeting would still need to take place the month of July because that was the month the members would need to elect a Chair and Vice Chair since the term of Chair and Vice Chair will expire.

The members were also reminded that once a date was picked for the Tour of Town then it would require a posting for the meeting.

On motion of Maria Pitts, seconded by Dianna Carneal, the Commission Member voted unanimously to adjourn the meeting at 8:30 p.m.

**Votes were cast as follows:**

Dianna Carneal: Aye  
Maria Pitts: Aye

Timothy Bradshaw: Aye  
Yvonne Vaughan: Aye

  
Timothy Bradshaw, Chair

  
Patsy K. Scates, Secretary