

**TOWN OF WEST POINT
PLANNING COMMISSION MINUTES
June 5, 2013**

I. Call to Order at 5:00 pm

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, June 5, 2013, at 5:00 p.m. Chairman Paul Diggs called the meeting to order.

Members Present: Paul Diggs, Chairman
James Vadas, Vice-Chairman
James N. Brockwell
Daniel Hockenberger
James H. Hudson, III
James Pruett
Mary Montague Sikes

Members Absent: None

Also Present: Andrea G. Erard, Esq., Town Attorney
Holly N. McGowan, Community Development Director
Charlotte G. Scanlan, Secretary

II. Review of Agenda

Ms. Holly McGowan, Director of Community Development, suggested moving Item B. Public Hearing/Cynthia Matthews to Item A since there were citizens in the gallery who wished to speak on that item.

Chairman Paul Diggs agreed. The item was moved.

III. Citizens Address the Commission

A. Citizens Address the Commission

Chairman Paul Diggs opened the floor for any citizen to address the Commission on any subject. There being none, the citizens address portion of the meeting was closed.

IV. New Business

A. Case # SUP2013-02/Cynthia Mathews/ Authorize Advertisement of Public Hearing.

Ms. Holly McGowan, Community Development Director, reviewed a Special Use Permit application from Cynthia Mathews for a Day Care Center at First Baptist Church.

Mr. Garnet (Bud) Quesinberry, 1310 Riverview Drive, spoke of his concerns with the Mathews application pertaining to what State regulations for child care facilities would be required and the amount of cost the church would incur in order to become capable to meet those requirements.

Mr. Brian Jordan, 307 Main Street, spoke as a member and deacon of West Point Baptist Church and asked for clarification of the process of getting the day care approved for operation.

Mrs. Andrea Erard and Chairman Paul Diggs both explained that the meeting's only purpose was for the Planning Commission to recommend either approval or denial of the Special Use Permit to Town Council. Mrs. Mathews would still have to meet all inspections and requirements of the health department and state regulations for child daycare.

Mr. Jordan stated that he and other deacons on the board are in support of the project.

Mr. Phillip Higgins, Minister of Music of First Baptist Church, stated that he and other members of the church are in support of the Christian-based child care facility. Mr. Higgins also stated that there had been confusion in the required process for Mrs. Mathews to acquire permission to operate the day care center at the church.

Mr. Kenny Smith, 783 Tracy Road, Gloucester, Virginia, a member and trustee of First Baptist Church, asked for more clarification on several items: how the church would be obligated if the Planning Commission recommended approval to the Town Council, if the project would change the church's status as a non-taxable entity, how it would affect other grandfathered situations for the church, and how it would affect the areas used by the children.

Mrs. Erard stated she could not give clarification to the items that Mr. Smith questioned.

Mrs. Erard also stated that because there were still unanswered questions on legal standings, she did not feel that the Planning Commission would be able to make a recommendation to Town Council at that time. Therefore, the case should be deferred to the July 3, 2013 regularly scheduled meeting.

Commissioner Hudson made a motion that the Planning Commission continue and defer Public Hearing/Case # SUP2013-02, Cynthia Mathews to the July 3, 2013 Planning Commission meeting. Commissioner Pruett seconded. Upon unanimous vote, the motion was approved.

B. Public Hearing/Communication Towers

Chairman Paul Diggs opened the floor for any citizen to address the Commission on a Public Hearing/Ordinance # 002-13/Communication Towers. There being none, the public hearing was closed.

Ms. McGowan presented a clean copy of the ordinance to the Planning Commission. Ms. McGowan reviewed the Ordinance and the districts where towers are allowed.

A Discussion ensued.

Commissioner James Pruett made a motion to recommend approval to Town Council for Ordinance # 002-13/Communication Towers. Commissioner Mary Montague Sikes seconded. Commissioners Hockenberger, Vadas, Sikes, Hudson, Brockwell, Pruett and Chairman Diggs all voted "Aye." The motion was carried.

V. Old Business

A. Discussion/ Electronic –Message Signs

Ms. McGowan stated she had been advised by the Town Council Community Development Committee to re-write the sign ordinance and that she would incorporate electronic signs in her draft.

The Planning Commissioners decided to table this item to a future date.

VI. Committee Reports

A. Town Council

Mayor Hudson reported on the May 19, 2013 special-called Town Council Meeting held at the Olsson/Robinson Auditorium.

B. BZA/Wetlands Boards Meetings

Commissioner Hockenberger reported there were no items for discussion; therefore, the May 21, 2013 meetings were cancelled.

VII. Adoption of Minutes

Commissioner Sikes made a motion to approve the May 3, 2013 meeting minutes as amended. Commissioner Vadas seconded. Upon unanimous vote, the motion was adopted.

VIII. Set Next Meeting Date

July 3, 2013 at 5:00 p.m.

IX. Motion to Adjourn

Chairman Diggs declared the meeting adjourned.

Approved / /

Paul Diggs, Chairman
West Point Planning Commission

Commissioner's Terms

Paul Diggs (Chairman)	843-4052	6/30/2015	pdiggs@schnabel-eng.com
James E. Vadas (Vice-Chairman)	843-4082	9/30/2016	jvadas@cox.net
James N. Brockwell	843-2485	9/30/2014	james@brockwellseptic.com
Daniel Hockenberger	380-0471	9/30/2013	danhock@cox.net
James H. Hudson, III	843-3262	6/30/2014	jhudson@west-point.va.us
James Pruet	832-1185	9/30/2013	jpruet@baydesigngroup.com
Mary Montague Sikes	843-3284	9/30/2016	monti7olen@verizon.net