

**TOWN OF WEST POINT
PLANNING COMMISSION MINUTES
May 1, 2013**

I. Call to Order at 5:00 pm

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, May 1 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
James H. Hudson, III

Members Absent: Daniel Hockenberger
Mary Montague Sikes
James Pruett

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

II. Review of Agenda

Ms. McGowan requested, under Old Business, that the Commission remove the Request to Authorize for Public Hearing of Communication Towers from the agenda. That portion of the item was authorized at the April 3, 2013 meeting.

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.

Chairman Diggs welcomed Commissioner James Brockwell to the Planning Commission as the Commission's newest member.

IV. New Business

A. Public Hearing/Christopher P. and Robyn Vincent/Case # SUP2013-01.

Chairman Paul Diggs opened the public hearing on Case # SUP2013-01/ Christopher P. and Robyn Vincent.

Mr. Christopher P. Vincent, 328 10th Street, was present and offered his assistance in answering any questions the Commissioners might have. Mr. Vincent stated there was a considerable amount of technical data provided in the packet.

Commissioner James Vadas made a motion to recommend approval to Town Council for Case # SUP2013-01/Christopher P. and Robyn Vincent, Special Use Permit to construct a crematory behind the existing funeral home, located at 417 11th Street, Tax Map Parcel # 69A1-60-841-844. Commissioner James Brockwell seconded. Upon roll call vote, Commissioners Brockwell, Vadas and Chairman Diggs all voted "Aye". Commissioner James H. Hudson, III abstained. Therefore, the motion passed with a 3- 1 vote.

B. 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.

Commissioner Hudson made a motion that the Planning Commission authorize the Director of Community Development to advertise for Public Hearing/Case # SUP2013-02, Cynthia Mathews. Commissioner Vadas seconded. Upon unanimous vote, the motion was approved.

C. Discussion/Electronic-Message Signs.

This item was deferred to the June 5, 2013 Planning Commission meeting.

V. Old Business

A. Discussion of Communication Towers

This item had been approved at the April 5, 2013 meeting, therefore, no action was taken.

VI. Committee Reports

A. Town Council

Mayor Hudson reported on the April 29, 2013 regularly scheduled Town Council Meeting.

VII. Adoption of Minutes

Commissioner Hudson made a motion to approve the April 3, 2013 meeting minutes as written. Commissioner Vadas seconded. Upon unanimous vote, the motion was adopted.

VIII. Set Next Meeting Date

June 5, 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 Pruettt	832-1185	9/30/2013	jpruettt@baydesigngroup.com
Mary Montague Sikes	843-3284	9/30/2016	monti7olen@verizon.net