

**ADOPTED
TOWN OF WEST POINT
PLANNING COMMISSION MINUTES
February 4, 2015**

I. Call to Order at 5:00 pm

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, February 4, 2015, at 5:00 p.m. Chairman Paul Diggs called the meeting to order.

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

Members Absent: Daniel Hockenberger
James N. Brockwell

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

II. Review of Agenda

There were no changes.

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. Text Amendment/ Sub-Division

Ms. Holly McGowan presented the Planning Commissioners with a request from Town Council for the Commissioners to study language to be added to the Subdivision Ordinance which would allow approval of minor subdivisions by the Zoning Administrator.

A discussion ensued, and the Commissioners discussed the difference between minor subdivisions and family subdivisions. The Commissioners decided to suggest that Town Council omit Family Subdivisions entirely and leave minor and major subdivisions. The Commissioners also discussed requesting that Town Council give the Zoning Administrator the authority to approve minor subdivisions.

Commissioner James Vadas made a motion to authorize the Director of Community Development to advertise for a public hearing on administratively approving minor subdivisions with the changes to text changes as discussed. Mr. Pruett seconded. Upon unanimous vote, the motion was carried.

B. Old Business

There was none.

V. Committee Report

Commissioner James H. Hudson, III reported on the January 27, 2015 Town Council Meeting.

Ms. McGowan reported there had not been a BZA or Wetlands Boards Meetings in January to report on.

VII. Adoption of Minutes

Commissioner Sikes made a motion to approve the January 7, 2015 meeting minutes as revised. Commissioner Vadas seconded. Upon unanimous vote, the motion was adopted.

VIII. Set Next Meeting Date

March 4, 2015 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 Pruett (Vice-Chairman)	832-1185	9/30/2017	jpruett@baydesigngroup.com
James N. Brockwell	843-2485	9/30/2018	james@brockwellseptic.com
Daniel Hockenberger	380-0471	9/30/2017	danhock@cox.net
James H. Hudson, III	843-3262	12/31/2018	jhudson@west-point.va.us
Mary Montague Sikes	843-3284	9/30/2016	monti7olen@verizon.net
James E. Vadas	843-4082	9/30/2016	jimvadas@yahoo.com