

**Adopted Minutes  
TOWN OF WEST POINT  
PLANNING COMMISSION MINUTES  
May 4, 2016**

**I. Call to Order at 5:00 pm**

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, May 4, 2016, at 5:00 p.m. Chairman James Pruett called the meeting to order.

Members Present: James Pruett, Chairman  
James H. Hudson, III  
Mary Montague Sikes  
James Vadas  
Gail Nichols

Members Absent: James N. Brockwell, Vice-Chairman

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

**II. Review of Agenda**

There were no changes.

**III. Citizens Address the Commission**

A. Citizens Address the Commission

Chairman James Pruett 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. Old Business**

A. Public Hearing/Curtis & Kathlyn Gray, Creative Critters, Special Use Permit, SUP2016-01.

Chairman Pruett opened the Public Hearing by asking if anyone wished to address the Commission on Case # SUP2016-01. There being none, Chairman Pruett closed the Public Hearing.

Ms. Holly McGowan, Community Development Director, presented the Commission with an application and staff report for Special Use Permit/SUP2016-01/ Curtis & Kathlyn Gray, Creative Critters to allow Curtis & Kathlyn Gray to operate a day care center at 3340 King William Avenue, where the original day care center was located but which burned down in October 2015.

Ms. McGowan went on to state that the Grays had to apply for a Special Use Permit because the original Special Use Permit was issued solely to Mr. and Mrs. Whitehead many years ago. Ms. McGowan stated that the Whitehead's had provided her with an email stating that they are currently the property owners and that it was ok for the Gray's application to be submitted for approval, but that they were not able to attend the meeting.

Mrs. Gail Nichols made a motion that the Planning Commission recommend approval to the Town Council of Case #SUP-2016-01, Curtis & Kathyln Gray Special Use Permit to operate a child care licensed facility, located at 3340 King William Avenue, West Point, Tax Map Parcel # 63A3-8-1, Lots 1-5, subject to the following conditions:

1. The site shall be used as a child care licensed facility as it was prior to October 9, 2015, when the original building was destroyed by fire.
2. A plan of development was approved for rebuilding on the existing footprint, with waivers by the Planning Commission on December 2, 2015.

Commissioner James Vadas seconded. Commissioners Sikes, Vadas, Nichols and Chairman Pruett all voted "Aye". Commissioner Hudson abstained. With a vote of 4-1, the motion was approved.

**V. New Business**

None

**VI. Committee Report**

Commissioner James H. Hudson, III reported on the April 26, 2016 Town Council Meeting.

**VII. Adoption of Minutes**

Commissioner Mary M. Sikes made a motion to approve the March 2, 2016 meeting minutes, as corrected. Commissioner James H. Hudson, III seconded. Upon unanimous vote, the motion was adopted.

**VIII. Set Next Meeting Date**

June 1, 2016, at 5:00 p.m.

**IX. Motion to Adjourn**

Chairman Pruett declared the meeting adjourned.

Approved / /

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James Pruett, Chairman  
West Point Planning Commission

Commissioner's Terms

James Pruett (Vice-Chairman)	832-1185	9/30/2017	<a href="mailto:jpruett@baydesigngroup.com">jpruett@baydesigngroup.com</a>
James N. Brockwell	843-2485	9/30/2018	<a href="mailto:james@brockwellseptic.com">james@brockwellseptic.com</a>
James H. Hudson, III	843-3262	12/31/2018	<a href="mailto:jhudson@west-point.va.us">jhudson@west-point.va.us</a>
Gail C. Nichols	843-4418	5/31/2019	<a href="mailto:nichols.baylor@yahoo.com">nichols.baylor@yahoo.com</a>
Mary Montague Sikes	843-3284	9/30/2016	<a href="mailto:monti7olen@verizon.net">monti7olen@verizon.net</a>
James E. Vadas	843-4082	9/30/2016	<a href="mailto:jimvadas@yahoo.com">jimvadas@yahoo.com</a>