

**Adopted Minutes
TOWN OF WEST POINT
PLANNING COMMISSION MINUTES
June 1, 2016**

I. Call to Order at 5:00 pm

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, June 1, 2016, at 5:00 p.m. Chairman James Pruett called the meeting to order.

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

Members Absent: None

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

I. Review of Agenda

There were no changes.

There was a consensus to accept the agenda as presented.

II. 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.

III. Old Business

A. Plan of Development Discussion

Ms. McGowan explained to the Commission that there was a need for there to be a specific definition in the Zoning Regulations stating who was qualified to submit a Plan of Development for review and who was qualified to approve Plans of Developments. Ms. McGowan stated she had taken the information to the Community Development Committee and they had reviewed that information and requested that she research how other localities handle the matter. The Committee also requested that she draw up language for the Planning Commission's review for approval.

Chairman Pruett was concerned that the three professionals who were listed are not the only ones that the State of Virginia allows to review a Plan of Development. Chairman

Pruett stated he would like to see the code reference the definition as it is stated in the Code of Virginia.

Ms. McGowan went on to say that Ms. Andrea G. Erard, Esq. and Ms. McGowan would be researching and drawing up a New Text Amendment and will bring a sample text before the Commission for review.

B. Request Authorization to Advertise for Public Hearing/ Special Use Permit/ United Methodist Church to operate a Pre-School.

Commissioner Sikes made a motion to Authorize Ms. McGowan to Advertise for a Public Hearing/Special Use Permit/United Methodist Church to operate a Pre-School. Commissioner Vadas seconded. Upon unanimous vote, the motion passed.

IV. New Business

None

V. Committee Report

Commissioner James H. Hudson, III reported on the May 31, 2016 Town Council Meeting.

VII. Adoption of Minutes

Commissioner James Vadas made a motion to approve the May 4, 2016 meeting minutes, as corrected. Commissioner James H. Hudson, III seconded. Upon unanimous vote, the motion was adopted.

VIII. Set Next Meeting Date

July 6, 2016, at 5:00 p.m.

IX. Motion to Adjourn

Chairman Pruett declared the meeting adjourned.

Approved / /

James Pruett, Chairman
West Point Planning Commission

Commissioner's Terms

James Pruett (Chairman)	832-1185	9/30/2017	jpruett@baydesigngroup.com
James N. Brockwell	843-2485	9/30/2018	james@brockwellseptic.com

James H. Hudson, III	843-3262	12/31/2018	jhudson@west-point.va.us
Gail C. Nichols	843-4418	5/31/2019	nichols.baylor@yahoo.com
Mary Montague Sikes	843-3284	9/30/2016	monti7olen@verizon.net
James E. Vadas	843-4082	9/30/2016	jimvadas@yahoo.com