

**TOWN OF WEST POINT
PLANNING COMMISSION MINUTES
MARCH 1, 2017**

I. Call to Order at 5:00 pm

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, March 1, 2017, at 5:00 p.m. Chairman James Pruett called the meeting to order.

Members Present: James Pruett, Chairman
James N. Brockwell, Vice-Chairman
James Vadas
James H. Hudson, III
Stuart Daniels

Members Absent: Mary Montague Sikes

Also Present: Holly McGowan, Director of Community Development
Shari Carnell, Recording Aide
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. New Business

- A. Mr. Pruett asked if the planning commission needed to make a motion, since Charlotte Scanlan had retired, to make Shari Carnell the new recording aide. James Hudson, III made a motion to make Shari Carnell the planning commission's recording aide. Mr. Brockwell seconded the motion. All in favor voted "Aye", no one opposed. Motion carried.
- B. Authorization to advertise Chesapeake Bay Ordinance.

Ms. McGowan presented the Planning commission with a copy of the drafted language, and stated that DEQ had started a town review in October 2016. The town received a good report from DEQ. However, DEQ wants the town to make minor changes to the town ordinances, one being the subdivision ordinance. If anyone wants to subdivide a

piece of property, the town will require that they have a plat with notes regarding information such as drain fields, and mandatory septic tank pump out.

Recommended Condition

As required by 9VAC 25-830-190 A 4 of the regulations, DEQ staff recommends that the Town amend its local ordinances to require a notation on plats regarding the septic tank pump-out requirement and the requirement for a 100% reserve drain field site, and a notation that specifies permitted development in the Resource Protection Area, including the 100-foot buffer, is limited to water dependent facilities or redevelopment.

Furthermore, as required by 9VAC 25-830-190 A 5, DEQ staff recommends that the Town also require the delineation of the buildable areas of each lot on site plans, and provide assurance that the required plan and plat provisions will be implemented consistently in the future.

A copy of the drafted language has been sent to DEQ, and the town attorney for review. The Planning Commission will review the proposed language and make a recommendation to town council.

Ms. McGowan asked the planning commission to authorize advertisement of Chesapeake Bay Ordinance. Motion to authorize the advertisement of the Chesapeake Bay Preservation Act, 01-2017 ordinance made by Mr. Daniel. Mr. Vadas seconded the motion. All in favor voted "Aye" no one opposed. Motion carried.

V. Old Business

There was none.

VI. Committee Reports

Commissioner James H. Hudson, III reported on the 02/28/17 Town Council Meeting.

VII. Adoption of Minutes

Chairman Mr. Pruett made a motion to approve the adoption of the last meeting minutes, as written. Commissioner Mr. Daniel seconded. Upon unanimous vote, the motion was adopted.

VIII. Set Next Meeting Date

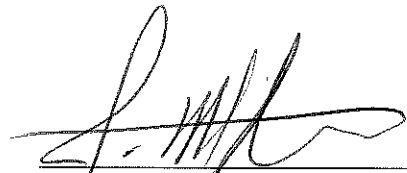
April 5, 2017

IX. Motion to Adjourn

Commissioner Mr. Daniels made a motion to adjourn the meeting. Vice Chairman Mr. Brockwell seconded the motion. Unanimous vote of "Aye". Chairman, Mr. Pruett declared the meeting adjourned

Approved

7 15 1 2017



James Pruett, Chairman
West Point Planning Commission

Commissioner's Terms

James Pruett, (Chairman)	832-1185	09/30/2017	jpruett@baydesigngroup.com
James N. Brockwell	843-2485	09/30/2018	james@brockwellseptic.com
James Hudson, III	843-4082	12/31/2018	jhudson@west-point.va.us
James Vadas	843-4082	09/30/2020	jimvadas@yahoo.com
Stuart Daniel	843-3082	09/30/2017	sddaniel14@msn.com
Mary M. Sikes	843-3284	09/30/2020	Monti7olen@verizon.com