



Minutes
Louisa County Planning Commission
Thursday, December 8, 2022
7:00 PM
Louisa County Public Meeting Room

CALL TO ORDER

Chairman Disosway called the December 8, 2022, regular meeting of the Louisa County Planning Commission to order at 7:00 p.m. Mr. Brooks participated remotely at his residence, respectfully. Mr. Quarles also participated remotely at his residence, respectfully.

ROLL CALL

Attendee Name	Title	Status	Arrived
Tommy J. Barlow	Mountain Road District Supervisor	Present	7:00 PM
Gordon Brooks	Commissioner	Remote	7:00 PM
Ellis Quarles	Commissioner	Remote	7:30 PM
Garland Nuckols	Mayor/Louisa Town Representative	Present	7:00 PM
Cyrus Weaver	Commissioner	Present	7:00 PM
George Goodwin	Commissioner	Present	7:00 PM
John Disosway	Chairman	Present	7:00 PM
H. Manning Woodward	Vice Chairman	Present	7:00 PM
James Dickerson	Commissioner	Present	7:00 PM
Tony Henshaw	Town of Mineral Representative	Absent	

Others present: Josh Gillespie, Director of Community Development; Kyle Eldridge, Assistant County Attorney; Kurtis Rogers, Planning Associate; Bridgette Bittle, Zoning Technician; Deborah Johnson, Administrative Assistant; Ed Jarvis, Town of Mineral appointee (Starting January 1, 2023). Mr. Brooks attended remotely from home due to his wife testing positive for COVID. Mr. Quarles attended the meeting remotely from home due to medical reasons.

INVOCATION

Mr. Dickerson led the Invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Woodward.

APPROVAL OF AGENDA

On the motion of Mr. Goodwin, seconded by Mr. Weaver, which carried by a vote of 6-0, the Planning Commission voted to approve the agenda of the December 8, 2022, meeting as presented.

APPROVAL OF PLANNING COMMISSION MINUTES**Planning Commission - Regular Meeting - Nov 10, 2022 7:00 PM**

On the motion of Mr. Woodward, seconded by Mr. Weaver, which carried by a vote of 6-0, the Planning Commission voted to approve the minutes of the November 10, 2022, meeting with changes.

CONSENT AGENDA

None.

PUBLIC ADDRESS

Chairman Disosway opened the public address period. With no one wishing to speak, Chairman Disosway closed the public address period.

UNFINISHED BUSINESS

The Planning Commission continues to work on small area plans. Mr. Quarles asked for an extension on transportation plan discussion for Zion Crossroads.

PUBLIC HEARINGS**LDR 2022-08 AMENDMENT - Section 86-637 Design Standards for Off-Street Parking**

Mr. Gillespie presented to the Planning Commission the request for special exception grass parking on a case by case basis with zoning approval.

Back and forth discussion took place between Mr. Goodwin and Mr. Gillespie regarding which party would be responsible for the photo report of the grass parking areas. Mr. Gillespie stated staff would initially be present and inspect the sites, thereafter the operator would be responsible for reports.

Chairman Disosway opened the public hearing. With no one wishing to speak, Chairman Disosway closed the public hearing, and brought it back to the Commission for discussion.

Mr. Weaver confirmed the owner would be responsible for taking photos of the site.

Mr. Brooks spoke in support of the proposal.

Mr. Goodwin stated he feels it would be best for the staff to put the photo report together.

Mr. Disosway questioned the structure of the report and when photos would be taken of the site and reported.

Mr. Gillespie stated the intent would be on a case by case basis staff would tell the owner what is necessary to be reported.

Back and forth discussion took place between Mr. Disosway and Mr. Gillespie on the type and angle of the photos and report that would need to be provided for approval.

Mr. Goodwin expressed his concerns with the owner providing the photo evidence of the property.

Mr. Weaver gave an example of his experience with the staff giving recommendations on grass parking during an inspection.

Mr. Quarles expressed his concerns with the owners reporting the condition of the property.

Mr. Disosway and Mr. Woodward both had similar statements explaining the business would suffer if the parking area were in poor conditions.

On the motion of Mr. Goodwin, seconded by Mr. Weaver, which carried by a vote of 5-2, with Mr. Quarles and Mr. Brooks voting against, the Planning Commission voted to approve the draft amendments with the last sentence stricken.

DISCUSSION

Bylaws

Mr. Gillespie discussed some minor changes to the Bylaws of the Louisa County Planning Commission, and asked the Planning Commission to review it along with

Mr. Goodwin requested the Bylaws begin with a purpose statement of the Planning Commission.

Mr. Gillespie noted the Bylaws are not posted online, and recommended to do so.

Mr. Goodwin noted on Page 17 of the Bylaws some confusion of the discussion between the Planning Commission and speakers during a meeting, and asked for it to be revised. Both Mr. Disosway and Mr. Gillespie agreed the amendment needs to be revised.

Mr. Disosway proposed a few items in the Board of Supervisors Bylaws to possibly be added in the Planning Commission Bylaws.

There was discussion between Mr. Gillespie and Mr. Disosway regarding adding the elections nomination process.

Mr. Nuckols proposed a guideline be added to the Bylaws regarding the role and expectations of the Planning Commission members.

General discussion occurred regarding the overall purpose of the Planning Commission between Mr. Jarvis, Mr. Disosway, and Mr. Goodwin.

Mr. Brooks stated a Bylaw should be added to provide the process if the Chairman and Vice Chairman are both absent during a meeting. He also questioned the number of meetings a Planning Commission member could attend a meeting remotely and number of absences allowed by a member. Mr. Eldridge added he will verify the information and later confirm.

General discussion occurred regarding the process of a Planning Commission meeting if the Chairman and Vice Chairman were absent. Mr. Gillespie and Mr. Eldridge stated Robert's Rules would be a default.

NEW BUSINESS

Wanda Colvin presented upcoming budget considerations to the Planning Commission.

REPORTS

Mr. Gillespie reported the upcoming expectation of building permits. He also discussed the recent change of erosion and sediment planned control process.

Mr. Gillespie introduced Deborah Johnson, the new administrative assistant in the planning and zoning division within the Community Development department.

Mr. Gillespie also shared a tourism video recently added to the Visit Louisa website.

ANNOUNCEMENTS AND ADJOURNMENT

On motion of Mr. Goodwin, seconded by Mr. Woodward, the regular meeting of the Louisa County Planning Commission was adjourned at 8:40PM.

BY ORDER OF:

JOHN DISOSWAY, CHAIRMAN
PLANNING COMMISSION
LOUISA COUNTY, VIRGINIA