

PLANNING COMMISSION
County of New Kent

MINUTES

THE REGULAR MEETING OF THE NEW KENT COUNTY PLANNING COMMISSION WAS HELD ON THE 21ST DAY OF MARCH IN THE YEAR TWO THOUSAND FIVE OF OUR LORD IN THE BOARDROOM OF THE COUNTY ADMINISTRATION BUILDING 6:30 P.M.

IN RE: CALL TO ORDER

Chairman Jay Hubbard called the meeting to order at 6:35 p.m.

IN RE: INVOCATION AND PLEDGE OF ALLEGIANCE

Edward Pollard led the invocation and Pledge of Allegiance.

IN RE: ROLL CALL

Attendance:

Jack Chalmers	Present
Thomas Evelyn	Present
Howard Gammon	Present
Sylvia Godsey	Absent
Mark Hill	Present
Jay Hubbard	Present
Charna Moss	Present
Edward Pollard	Present
Sam Snyder	Absent
Tommy Tiller	Present
Patricia Townsend	Present

Also attending:

Rodney Hathaway, Planning Manager
George Homewood, AICP, Director of Community Development
Phyllis Katz, County Attorney
Pam Crosby, Recording Secretary

Chairman Hubbard established that there was a quorum.

IN RE: APPROVAL OF MINUTES

A motion was made by Mr. Gammon and second by Mr. Chalmers, to approve the minutes of the 22 February 2005 – Regular Meeting as presented.

The members were polled:

Jack Chalmers	Aye
Thomas Evelyn	Aye
Howard Gammon	Aye
Sylvia Godsey	Absent
Mark Hill	Aye
Jay Hubbard	Aye
Charna Moss	Aye
Edward Pollard	Aye
Sam Snyder	Absent
Tommy Tiller	Aye
Patricia Townsend	Aye

The motion carried, 9:0:0

IN RE: CITIZEN COMMENT PERIOD

Chairman Hubbard reminded the citizens that at this time the citizen comments would be heard and are limited to those on planning related issues that are not scheduled for a public hearing later on the agenda. Those wishing to speak should sign up on the sheet at the back of the room prior to the meeting is required.

IN RE: UNFINISHED BUSINESS

None.

IN RE: PUBLIC HEARINGS

R-05-05, WATER AND SEWER SERVICE AREAS: The New Kent County Planning Commission will consider amendments to the Comprehensive and Capital Improvement Plans to provide for service areas where and when public water and sewer will be available.

Staff gave a presentation on the proposed Water and Sewer Service Area suggesting that the Commission conducts the public hearing and either schedule a work session or table any discussion and a decision until the 18 April 2005 meeting.

Phyllis Katz informed the Commission that supplementing the service areas are the changes that were made to Chapter 38: Utilities. She stated that the subdivision ordinance requires that water and sewer be provided by the developer; the changes to Chapter 38 require any subdivision that is within a sewer and/or water service area to connect to the public water and sewer. Outside of the service area any new subdivision will not be able to have a community sewer system and all lots will have to have their own private septic system. They may have a community water system which will become a county owned water system.

The public hearing portion was opened.

Mr. John Crump of Chestnut Grove Lane stated that he had some concerns on the financing, the time line for completion, and the state requirements for connecting from the Chickahominy plant to the Parham plant do to the watersheds.

The public hearing portion was closed.

The commission asked questions.

The Commission asked if we could have Mr. Crump's concerns addressed.

Mr. Alan Harrison, New Kent County Public Works Director stated that we have received some total project cost estimates of about 16 to 16.5 million dollars which we have already secured funds for. The cost estimate for the courthouse sewer project is at 1.9 million dollars, and that is to get sewer through proposed Oaks subdivision which is currently the hold up for this project. The water issue is another delay. How public water will be provided and who will pay for what. We are working on a solution. As far as going from Chickahominy to Parham R. Stuart Royer is on board and working on a preliminary report of the plan expansion and doing survey work. At this point we are moving as fast as we can. The cost estimate on this portion of the project is approximately 41 million dollars which we have requested in our Capital Improvement Program request spaced out over a couple of years.

The commission asked about the right of way issues, staff responded that we are working on this however until we have a definite route we cannot move forward on getting right of ways issued.

The commission stated that on 28 March 2005 the Board of Supervisors is having a work session and every property owner that has an easement issue between Bottoms Bridge to the Chickahominy plan has been invited to come and engage in conversation and discussion with the board members.

The commission asked about the time line for the connection of Chickahominy and Parham Landing. Staff responded that we are looking at possibly having that online by September 2007 if needed.

The commission asked referencing the maps when we know that property adjacent to the service district why wouldn't we go ahead and put it in the district? For example Ms. Gentry's property and Greenwood subdivision. Staff responded that on the maps only current service districts have been outlined.

The commission has concern about adopting a water and sewer service plan knowing that there are some residential properties that sit next to a district.

Ms. Katz stated that these maps are based on current utility users and do not contain all the lots within a subdivision that will be connected in the future. To make the maps more accurate, the planning department and the public works department should coordinate information within their respective areas.

The commission asked with those changes in mind should we have another public hearing. Ms. Katz responded that it is not required these would just be corrections made to the maps.

Mr. Hill stated to Mr. Harrison that you may recall that we have had a conversation in reference to Dispatch Station is not reflected in any of these maps. Mr. Harrison responded that Dispatch Station is reflected as a utility service area. These maps were created before you voted on Dispatch Station. What I would recommend is that on the maps the area around Dispatch Station that the outline become blue because the area will be water only service area.

The commission stated that they have heard nothing about extending sewer lines to subdivisions that have failing septic systems, for example the Five Lakes subdivision. Mr. Harrison responded that this was not something that was factored into creating these maps. These are areas that are for new service not taking over failing septic systems. The commission stated that they feel that down the road a governing body should probably look at this as well.

A motion was made by Mr. Chalmers and second by Mr. Pollard to continue this application to the next regularly scheduled meeting to be held on 18 April 2005 6:30 pm.

The members were polled:

Jack Chalmers	Aye
Thomas Evelyn	Aye
Howard Gammon	Aye
Sylvia Godsey	Absent
Mark Hill	Aye
Jay Hubbard	Aye
Charna Moss	Aye
Edward Pollard	Aye
Sam Snyder	Absent
Tommy Tiller	Aye
Patricia Townsend	Aye

The motion carried, 9:0:0

IN RE: NEW BUSINESS

None.

IN RE: CHAIRMAN'S REPORT

None.

IN RE: RRPDC REPORT

Mr. Evelyn stated that he attended an informational session on 03 March 2005 and a meeting on 10 March 2005 where he received a packet which included information on the New Kent County Courthouse Village District. Mr. Evelyn reported that there will also be a Summit scheduled for sometime in June.

IN RE: COMMISSIONER'S REPORT

None.

IN RE: STAFF REPORT

PROJECT UPDATES:

Mr. Hathaway gave an update on The Oaks subdivision application for preliminary approval, stating that staff had received revised plans about two weeks ago that had some dramatic changes to what had been submitted previously, the developer wanted this application to come before the commission at this meeting however staff felt that because of the changes made that the development review committee needed time to review those changes. We are anticipating presenting this subdivision to you at the April meeting. The original application was for 100 lots and the revised plan has increased to 141 lots.

Mr. Hathaway gave an update on the McClure family subdivision re-zoning request, stating that staff has received a request from the developer for another 30 day extension.

Mr. Hathaway stated that included under Items of Interest & Information staff has included a questionnaire that staff would like to have filled out and returned in order to better assist the commissioner. Staff has also included a copy of an article on Robert Rules for Small Assemblies and a copy of the newly approved Subdivision Ordinance Chapter 91.

Mr. Hathaway also reported that at our 18 April 2005 meeting we anticipate having on the agenda The Oaks Subdivision; seven (7) Agricultural and Forestal District applications: two (2) creations and five (5) additions; and possibly a one-lot re-zoning from conservation to agricultural.

The commission asked if there had been any problems with citizens understanding the new subdivision ordinance. Staff responded that not as of yet.

COURTHOUSE VILLAGE DISTRICT:

Mr. Homewood gave a presentation on the Courthouse Village District, referring to copies of maps that have been distributed and commenting on what the planning department has received as a preliminary master plan for the New Kent County Courthouse Village District.

Mr. Homewood stated that a village by definition has a certain amount of density. You need to have density in fairly small areas in order to create a critical mass. Our goal is that by the end of 2006 we would like to have Master Plans for all of the village areas.

The commission asked if water and sewer would be going into Courthouse Estates? Staff responded that there will be water and sewer going down Egypt Road, water and sewer is not currently in the plan to extend into Courthouse Estates, it is planned however to service The

Oaks Subdivision and possibly the McClure Family Subdivision which will be coming to you as a rezoning request in the next couple of months.

The commission has concerns about traffic in the area of Egypt Road. Staff responded that yes traffic could be a problem on Egypt Road if both of these subdivisions are approved. Egypt Road is a cul-de-sac, there are not a lot of options on what to do, there will need to be a way to separate the school traffic from the everyday traffic.

The commission commented that if we call this the master plan and in the comprehensive plan the village area is larger than what is being proposed here there are some concerns. This is really a part of the master plan. Staff responded that you have touched on our concerns perfectly and that is why the county would like to take over this process so that it is based on the counties map and the Counties Comprehensive plan and everything can line up.

The commission asked how this ties in with the Village Activity Review Committee. Staff responded that it ties in nicely with what the Village Activity Review Committee has proposed. The commission asked when they could expect a rough draft of the Village Activity Ordinance to review. Staff responded that possibly by June or July 2005. The committee came up with the ideas and concept; it is left up to staff to complete the document. The commission stated that it seems that we should probably adopt the village activity district ordinance before we adopt a master plan for a village.

Mr. John Crump stated that a concern was made about what property was in the village and what property is not; all of the property that is shown in the comp plan as being in a village area is being shown on this document. I have met with the property owners north of Rte 249 and discussed what they wanted to actually show on this document and the only person who has indicated that they don't want to put anything on the plan right now is Pat Martin, current owner of the Ordinary because she is thinking about possibly selling the Ordinary and she would like to leave the decision on how to develop the property up to the purchaser.

IN RE: NEXT MEETING

The next Planning Commission meeting will be held on Monday, 18 April 2005 in the Boardroom of the County Administration Building at 6:30.

IN RE: ADJOURNMENT

A motion to adjourn was made and seconded by all.

Respectfully submitted:

Pam Crosby
Recording Secretary