

**New Kent County
Planning Commission
Minutes**

Monday, March 17, 2003

Chairman Hathaway called the meeting to order.

Members Present:

Louis Abrams	Present
Jack Chalmers	Present
Mark Daniel	Present
David Frank	Present
Jay Hubbard	Present
Milton Hathaway	Present
Julian Lipscomb	Present
Edward Pollard	Present
Marty Sparks	Present
Robert Stroube	Present

Howard Gammon	Absent
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Also Present:

George Homewood, Planning Director
Theresa Carter, Planning Technician
Lamont Myers, Economic Analyst
Courtney Jones, Environmental Planner
Kenneth Vaughan, Zoning Administrator
Phyllis Katz, County Attorney

IN RE: ROLL CALL AND ESTABLISHMENT OF A QUORUM

Chairman Hathaway asked for roll call and established that there was a quorum.

IN RE: COMMITTEE APPOINTMENTS

Chairman Hathaway made the following sub-committee appointments:

A. Zoning Ordinance Review

Mark Daniel
Howard Gammon
David Frank
Louis Abrams

A representative from the New Kent County Chapter National Association for the Advancement of Colored People, New Kent County Chamber of Commerce and the New Kent County Clergy Association will be selected by the respective organizations.

B. Subdivision Ordinance Review

Marty Sparks
Julian Lipscomb
Robert Stroube
Jay Hubbard

A representative from the New Kent County Civic League, New Kent County Chamber of Commerce and the New Kent County Clergy Association will be selected by the respective organizations.

C. Planned Unit Development Review

Jack Chalmers
Julian Lipscomb
Edward Pollard
Marty Sparks

A representative from the Ministers Union of New Kent, New Kent County Chamber of Commerce and the New Kent Historical Society will be selected by the respective organizations.

Mr. Frank moved that the committee appointments be made as noted. Dr. Stroube seconded. Motion adopted unanimously by roll call vote of 10:0.

IN RE: CONFIRM BYLAWS

Mr. Frank reviewed the changes submitted by the By-law Review Committee. Mr. Homewood suggested changing Article 9.2 to read 'The secretary shall communicate all short suspense items by telephone/**electronic communication** in lieu of normal correspondence'. Mr. Frank made a motion to accept the by-laws as presented with the change to 9. Motion seconded by Mr. Sparks. Motion adopted unanimously by roll call vote of 10:0.

IN RE: AGENDA AMENDMENT

Mr. Lipscomb made a motion to amend the agenda to allow a 15 minute recess to listen to the President of the United States' address to the nation. Motion seconded by Mr. Frank. Motion adopted unanimously by role call vote.

IN RE: PUBLIC COMMENT

Tom Waltz Thanked the Commission for allowing citizens to have input into the Comprehensive Plan process.

IN RE: NEW BUSINESS

S-06-03: BERRY'S SUBDIVISION

*A proposal for two lots on 3.23 acres zoned R-1.
Parcel is identified as tax map 27-17.*

Kenneth Vaughan gave the staff report and stated staff recommended approval subject to two conditions. The conditions require the submission of development or construction plans for the subdivision and a well and septic system acceptable to the New Kent Health Department shall be located on the plat prior to recording the lots.

After a brief discussion, Mr. Frank moved to adopt PC-09-03 that grants preliminary approval to the proposed 2-lot subdivision subject to the two conditions noted in the resolution. Mr. Abrams seconded the motion. Motion carried by a role call vote of 10:0.

IN RE: PRESENTATIONS

**SEPTIC PERMITS, CERTIFICATION LETTERS AND
SUBDIVISION REVIEW PROCESS**

The New Kent County Health Department staff, led by Gail Bazzichi, Public Health Supervisor, gave the presentation which outlined the process in obtaining a septic permit or certification letter. There was a discussion about the processing delays which can occur due to incomplete applications and inadequately marked property lines.

The meeting was suspended for the short recess at 8:00 PM and reconvened at 8:25 PM.

IN RE: UNFINISHED BUSINESS

COMPREHENSIVE PLAN

Lamont Myers led the Commission members through the chapters of the draft Comprehensive Plan dated March 14, 2003 and asked for revision suggestions or comments. Commission members made the following minor revisions to the text:

- Water Resources, page 22, Surface Water, paragraph 3, sentence 6: Include the name of a second waterway, a creek North of 606 and to the right of the blue area on the Water Resources Map.
- Water Systems, page 33, paragraph 1: clarify 3 or 9 lots
- Human Services, Page 39, bullet 1: Women, Infants The WIC program is serviced through the Health Department, not Social Services.
- Economic Factors, Page 55, paragraph 1: Change Poverty rates among children to Poverty rates among all families with related children.
- Housing, page 85, Objective A: Strategies, 4.: Change to Adopt an affordable housing policy to serve the unmet needs of the County and region.

Commission members made the following revisions to the maps:

- Community Facilities: Lanexa Post Office shown on wrong side of Route 60.
- Historic and Archaeological Sites: Long Bridge (Civil War Trail site) should be shown on Rt. 106, south of Route 60 almost to New Kent/Charles City County line.
- Tax Parcels: Diascund Reservoir not clearly marked.
- Environmental Areas Map and Water Resources Map: for continuity use same color for wetlands.
- Water Resources: add dotted line to denote Black Creek Reservoir area.
- Road Improvements: improvements to Rt. 613 from Highway 249 to railroad tracks-construction already completed.
- Traffic Volumes: use a different color instead of two red shades.
- 2020 Future Land Use Map:
 - a) Lanexa area, south of utility lines, Carter Road to Diascund Creek, change Suburban Housing Detached to Conservation.
 - b) Quinton/Bottoms Bridge area, extend Village area down Highway 249 to include the area north of 249 to the hamlet.

The Providence Forge Sub-committee will meet, along with staff, prior to the April 22 Planning Commission meeting to discuss several proposed revisions. The group will report its recommendations at the meeting.

IN RE: PRESENTATIONS

COMMUNITY DEVELOPMENT AUTHORITIES

Phyllis Katz gave the presentation on Community Development Authorities (CDA's). She explained that a CDA is a vehicle for special taxes in order to finance infrastructure and public improvement projects within a specially created district and are usually written for large projects. The formation of a CDA is usually concurrent with or follows a Planned Unit Development (PUD). She went on to add that a CDA would not come before the Planning Commission but to be created would need an ordinance or resolution from the Board of Supervisors.

WATERSHED MODEL

Courtney Jones presented a hands-on watershed model with the help of an Enviroscape, which is on loan from the Colonial Soil and Water District. A watershed is an area that water flows across on its way to a larger water source. An example would be rainwater running across the ground to a pond or river. She intends to combine the model with "The Chesapeake Bay and You" PowerPoint presentation that was seen at the February Planning Commission meeting, and present them at a forum at each of the County's three community centers.

IN RE: MINUTES

Mr. Frank moved that the minutes of the February 6, 2003 joint public hearing, February 18, 2003 regular meeting and February 20, 2003 joint work session be approved as submitted. Dr. Stroube seconded the motion. Motion adopted unanimously by roll call vote.

IN RE: CHAIRMAN'S REPORT

None given.

IN RE: RRPDC REPORT

None given.

IN RE: COMMISSIONERS' REPORT

Mr. Lipscomb expressed concern over a recent newspaper article concerning the reservoir project in King William County, which noted that the Virginia Institute of Marine Sciences suggested pumping water from the Pamunkey River in lieu of the Mattaponi River.

IN RE: STAFF REPORT

Mr. Homewood reminded the group about the series of Community Workshops for the Richmond Regional Bicycle/Pedestrian Plan to be held during the week of March 22. Information about the workshops had been included in the March Commission packets.

IN RE: MEETING SCHEDULE

The next regular meeting is scheduled at 7:00 p.m. on Tuesday, April 22, 2003, in the Boardroom of the County Administration Building.
