

Northumberland County Planning Commission
July 18, 2013
Minutes

The regular monthly meeting of the Northumberland County Planning Commission was held on July 18, 2013 at 7:00 p.m. in the Courthouse at Heathsville, VA with the following attendance:

Chris Cralle	Absent	Garfield Parker	Present
Kevin Elmore	Absent	Albert Penley, Jr.	Present
Alfred Fisher	Present	Charles Williams	Present
Ed King	Present		
Bill Kling	Present		

Others in attendance:
Luttrell Tadlock (Assistant County Administrator)

RE: CALL TO ORDER

The meeting was called to order by Garfield Parker, Chairman.

Ed King gave the invocation.

Garfield Parker led the Commission in the Pledge of Allegiance to the Flag.

RE: DISCUSSION ITEMS

Board of Supervisors Report

Luttrell Tadlock gave the Board of Supervisors' report.

Luttrell Tadlock also provided the Commission with draft language to be advertised for the public hearing at the next Planning Commission meeting (August 15, 2013). This advertisement is in reference to adding language to the Zoning Ordinance for violating conditions placed on those uses under a Conditional Use Permit issued by the Board of Supervisors.

Al Fisher questioned whether the notice sent to the property owner under the draft language would be registered mail. He commented that a better means of notifying the individuals of violations may be to send the letter through Notice of the Court and hand deliver the letter to the individual's house.

Albert Penley questioned whether the language needed to specifically state that letters would be sent by registered mail.

Luttrell Tadlock stated he felt the Zoning Administrator would send the violation letter by registered mail. Mr. Tadlock stated he would check with the County Attorney and the

Zoning Administrator to determine the best way to send letters of violation.

RE: AGENDA APPROVAL

With a motion from Bill Kling, seconded by Albert Penley, Jr., and approved by all, the July 18, 2013 agenda was approved. The vote was as follows:

Chris Cralle	Absent	Garfield Parker	AYE
Kevin Elmore	Absent	Albert Penley, Jr.	AYE
Alfred Fisher	AYE	Charles Williams	AYE
Ed King	AYE		
Bill Kling	AYE		

RE: MINUTES- April 18, 2013

With a motion from Albert Penley, Jr., seconded by Bill Kling, and approved by all, the April 18, 2013 minutes were approved. The vote was as follows:

Chris Cralle	Absent	Garfield Parker	AYE
Kevin Elmore	Absent	Albert Penley, Jr.	AYE
Alfred Fisher	AYE	Charles Williams	AYE
Ed King	AYE		
Bill Kling	AYE		

RE: COMMISSIONERS' COMMENTS

There were no Commissioners' comments.

RE: STAFF MEMBERS' COMMENTS

There were no Staff comments.

RE: CITIZENS' COMMENTS

There were no Citizens' comments..

RE: PUBLIC HEARINGS

There were no Public Hearings scheduled.

RE: WORK SESSION ITEMS

Luttrell Tadlock presented a draft schedule for reviewing the Comprehensive Plan. He stated this schedule is relatively aggressive; however, he feels the current plan is very detailed and only needs updating.

Garfield Parker stated he would like to have working sessions for each section rather than one large working session at the end.

Alfred Fisher stated we generally do not have a meeting in December; however, this schedule shows that we would. That is a busy time of year.

Albert Penley stated he would rather have additional working sessions and work around the December meeting.

Bill Kling commented that it only looks like the Commission would have one public hearing.

Luttrell Tadlock stated because of the nature of just updating the Comprehensive Plan and not having a total rewrite, Staff felt that one public hearing on the Commission level and another separate public hearing on the Board of Supervisors level would be sufficient.

Greg Haugan had asked Kenny Eades if he would like him to help update the Statistical Appendix section of the Comprehensive Plan. Mr. Eades replied yes, he would like Dr. Haugan's assistance. Therefore, Dr. Haugan will be working at a very low level to help update the Statistical Appendix. There are several sections that will need to be reviewed and updated. Dr. Haugan continued by discussing how water withdrawals from West Point are impacting the County.

Luttrell Tadlock stated he would modify the schedule and would provide the Commission with a revised schedule at the next meeting.

RE: PUBLIC COMMENTS

There were no Public Comments.

RE: ADJOURNMENT

With a motion from Ed King, seconded by Al Fisher, and approved by all, the meeting was adjourned. The vote was as follows:

Chris Cralle	Absent	Garfield Parker	AYE
Kevin Elmore	Absent	Albert Penley, Jr.	AYE
Alfred Fisher	AYE	Charles Williams	AYE
Ed King	AYE		
Bill Kling	AYE		