TOWN OF BOWLING GREEN
PLANNING COMMISSION JOINT MEETING WITH TOWN COUNCIL

M I N U T E S

Thursday, October 22, 2026
6:00 PM

CALL TO ORDER AND ROLL CALL

- Chair Matt Benjamin called the Planning Commission to order at 6:10 p.m. at Town Hall. Chair Benjamin, Vice Chair Lisa Gattie, and Commissioners Lauren Griemsman, Scott Seigmund, and Jeff Voit were present. All members were present and a quorum was established.
- Mayor Tina Gambill called Town Council to order at 6:11 p.m. Mayor Gambill, Vice Mayor Valarie Coyle, and Councilmembers John Chinault, Jean Davis, Randy Hageman, David Storke, Jeff Voit, and Dan Webb were present. All members were present and a quorum was established.

Councilmembers Present: Mayor Tina Gambill, Vice-Mayor Valarie Coyle, Councilmember John Chinault, Councilmember Jean Davis, Councilmember Randy Hageman, Councilmember David Storke, Councilmember Jeff Voit, and Councilmember Dan Webb.

Planning Commissioners Present: Chair Matt Benjamin, Vice-Chair Lisa Gattie, Commissioner Lauren Griemsman, Commissioner Scott Seigmund, and Commissioner Jeff Voit.

Staff Present: John Anzivino, Interim Town Manager/Clerk; Darla Odom, Deputy Zoning Administrator; Jeffrey Smith, Administrative Assistant/Deputy Clerk.

APPROVAL OF THE AGENDA AND PLEDGE OF ALLEGIANCE

- Councilmember Storke moved to approve the agenda as presented. Councilmember Hageman seconded the motion. The motion carried unanimously by Commission and Council members present by a show of hands. Those present recited the Pledge of Allegiance.

PUBLIC COMMENT

- The public comment period opened and closed at 6:12 p.m. No one spoke.

JOINT PUBLIC HEARING – CHESAPEAKE BAY PRESERVATION AREA

- The joint public hearing on the ordinance to repeal and replace Article 10.24 of the Bowling Green Zoning Ordinance opened at 6:13 p.m. Deputy Zoning Administrator Darla Odom reported that the Virginia Department of Environmental Quality (DEQ) had reviewed the draft. The replacement article updates definitions and sets out procedures for reviewing development within the preservation area.
- Ms. Odom explained that the current map would remain in use while staff updated it through the Comprehensive Plan review. Vice Mayor Coyle identified missing subsection letters in Section 10.24.110. No member of the public spoke. The hearing closed at 6:23 p.m.

COMPREHENSIVE PLAN REVIEW

- Ms. Odom presented the draft Comprehensive Plan, Full Stride to 2045. Members identified corrections to the low-, medium-, and high-growth projections and to the housing goal, which calls for safe, walkable neighborhoods. Staff would consult the Town Attorney on housing on church property and manufactured homes in the historic district. Members also discussed smaller residential lots and potential light industrial uses along Route 301.

- Staff anticipated presenting the full draft at the December 17 work session and public open house, followed by a Commission public hearing in January 2027 and a Council public hearing in February 2027. Ms. Odom identified the end of February as the deadline for the environmental revisions under the Town's agreement with DEQ.

TOWN COUNCIL ADJOURNMENT

- Councilmember Hageman moved to adjourn. Councilmember Davis seconded the motion. The motion carried unanimously by a show of hands, and Town Council adjourned at 7:06 p.m.

PLANNING COMMISSION – RECESS AND RECONVENING

- Chair Benjamin recessed the Planning Commission at 7:07 p.m. The Commission reconvened at 7:15 p.m.

APPROVAL OF MINUTES

- Commissioner Voit moved to approve the September 17, 2026, minutes as presented. Chair Benjamin seconded the motion. The motion carried unanimously.

UNFINISHED BUSINESS

2. Comprehensive Plan Draft – Transportation Chapter

- The Commission reviewed proposed turn restrictions at the Route 301 intersections with Chase Street and Courthouse Lane, emergency access, pedestrian improvements, and the potential effect of Fairmont traffic on the West Broaddus Avenue intersection. Members identified outdated transit information and questioned the status of improvements listed for Maury Avenue and White Street.
- Ms. Odom would consult the Virginia Department of Transportation on the SMART SCALE project and updated traffic counts. Members requested that the plan address event parking and long-term municipal parking needs in the community facilities chapter. Commissioners were asked to submit transportation comments by October 30.

3. Draft Cannabis Ordinance

- The Commission reviewed proposed zoning districts, separation distances, operating standards, and enforcement provisions. Members requested a revised draft requiring a special use permit for each cannabis use. Ms. Odom would verify state definitions, correct cross-references, and consult the Town Attorney on penalties and enforcement authority.
- Ms. Odom would circulate the revised draft early the following week. Commissioners were asked to respond by October 30 so staff could prepare notice for a November 19 public hearing.

NEW BUSINESS

4. Chesapeake Bay Preservation Area Ordinance

- Commissioner Voit moved to recommend that Town Council approve the ordinance to repeal and replace Article 10.24, "Chesapeake Bay Preservation Area," of the Bowling Green Zoning Ordinance. Commissioner Seigmund seconded the motion. The motion carried unanimously.

PLANNING COMMISSION ADJOURNMENT

- Chair Benjamin moved to adjourn. Commissioner Voit seconded the motion. The motion carried, and the Planning Commission adjourned at 8:29 p.m.

ATTEST

Tina Gambill, **Mayor**	**Matt Benjamin, Planning** **Commission Chair**	**John Anzivino,** **Interim Town Manager/Clerk**