



MINERAL COUNCIL CONTINUED MEETING MINUTES

AUGUST 15, 2024 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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Members Present

Mayor Edwin Jarvis

Bernice Kube

Dave Hempstead

Bob Spedden

Olivia McCarthy

Others Present

Town Manager, Nicole Washington

Town Attorney, Catherine Lea

Absent

Vice Mayor Ronald Chapman

Michelle Covert

PLEDGE OF ALLEGIANCE

All in attendance stood for the Pledge of Allegiance.

NEW BUSINESS

Planning Commission

The Planning Commission requests to go back to having seven members and remove staggered terms. The Town Attorney discussed the pros and cons of having staggered terms. The Town attorney also suggested amending the language so Council could appoint a liaison for MPC. There was a discussion between Mayor Jarvis and Planning Commission Chairman Kube regarding how the chairman is appointed.

Council members discuss who should be the liaison and whether the Mayor could be the liaison. There was no vote on this matter as it is a work session.

Zoning text amendment - Code 425 Article II Residential Limited District (R-L)

The Town Manager, Nicole Washington, briefed the Council on proposed changes.

Council, Town Manager, and the Town Attorney discuss conditional use permits and the different types of homes; modular, stick built, or manufactured. The Town Attorney will provide a list of definitions to add to the code for clarification.

§425-5: Council, Town Manager, and the Town Attorney discuss the Town's water and sewer infrastructure. The attorney suggested language for the ordinance and Council discussed wording.

Council, Town Manager, and the Town Attorney discuss what is the smallest size house that is possible to be put on a lot and at what size would a builder need to request a building permit. There was also discussion of whether there should be a minimum lot size as well as minimum square footage.

Council, Town Manager, and the Town Attorney discuss permitted uses and conditional use purposes for this zoning area.

Zoning text amendment - Code 425 Article III Residential General District (R-G)

The Town Manager briefed the Council on proposed changes.

Council discussed having mixed use development in the residential general district or if they would rather keep it solely residential.

Multi-family homes would require a conditional use permit.

Council considered language for the definition of mixed use.

Council, Town Manager, and the Town Attorney discuss the wording for water and sewer as well as the infrastructure.

Council, Town Manager, and the Town Attorney discuss square footage regulations.

Council, Town Manager, and the Town Attorney discuss monuments.

Council, Town Manager, and the Town Attorney discuss maximum heights of buildings and poles.

Zoning text amendment - Code 425 Article IV Light Commercial District (LC)

The Town Manager briefed the Council on proposed changes.

Council, Town Manager, and the Town Attorney discuss the wording for water and sewer.

The Town Manager advised on what is considered permitted use for this zone.

The Town Manager advised on what is allowed with a conditional use permit for this zone.

The Town Manager advised Council they would need to determine a set back for this zone.

Zoning text amendment - Code 425 Article V General Commercial District (GC)

The Town Manager briefed the Council on proposed changes.

The Town Manager advised on what is considered permitted use for this zone.

The Town Manager advised on what is allowed with a conditional use permit for this zone.

Council, Town Manager, and the Town Attorney discuss the wording for water and sewer.

The Town Manager and the Town Attorney discuss language for set backs, deciding to use the same language from light commercial.

The Town Manager advises that junk yards are prohibited and that Rolling Wheels will get a notice of violation.

Zoning text amendment - Code 425 Article VI Planned Unit Development (PUD)

The Mayor mentioned concerns about paved roads. The Town Manager explained she believes the roads should be paved to DMV standards. The Town Attorney suggested clarifying language for this section.

Council, Town Manager, and the Town Attorney discuss if approval for site plans are required to be reviewed by the attorney. The attorney suggested possibly changing the language from “shall” to “may.”

The Town Manager advised of potential amendments to the open space portion of the code.

The Town Manager advised of potential amendments to the density portion of the code.

The Town Manager advised of potential amendments to the setback regulations portion of the code.

Council and Town Manager discuss parking.

Council and Town Manager discuss utility easements.

Council and Town Manager discuss a timeline for how long a site plan is valid.

The Town Manager advised that the code should state that the residential houses need to be built first and then commercial. Council discussed the construction phases and having language that holds developers to building the commercial portion of the PUD.

Fees shall be determined by Council's fee schedule.

The Mayor asked what would happen if there was not a Town Manager to approve site plans. The attorney advised someone would need to be appointed.

Council and Chairman Kube discussed that there is a person interested in joining the Planning Commission. Chairman Kube advised the party to submit a letter to the Town Manager and the Mayor expressing their interest. The Mayor advised that if the party could submit their letter before the upcoming public hearing, the appointment could be addressed on that agenda.

The meeting ended without a motion for adjournment.