



**MINERAL PLANNING COMMISSION
MEETING MINUTES
OCTOBER 30, 2025**

A. CALL TO ORDER

Chairman Kube called the meeting to order at 6:30 PM

B. ROLL CALL

Commissioners In Attendance:

Chairman Ed Kube

Commissioner Jim Snider

Commissioner Teresa Newton

Staff In Attendance:

Zoning Administrator Nicole Washington

Secretary Kelly Singletary

Mr. Rob Sproul Town Attorney (by electronic device)

C. PLEDGE OF ALLEGIANCE

All in attendance stood for the Pledge.

D. ADOPT/AMEND AGENDA

Commissioner Newton made motion to move the PUBLIC HEARING after the PUBLIC COMMENT. A 2nd by Commissioner Snider.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton
Nay: 0

E. PUBLIC COMMENTS

No one from the public attended the hearing.

F. PUBLIC HEARING

1. Zoning 425, Article V – General Commercial

Commissioner Snider made a motion to open the **Public Hearing** for Item 1. Zoning 425, Article V – General Commercial. A 2nd by Commissioner Newton.

No one from the public was present to speak before the Planning Commission

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

Commissioner Newton made a motion to close the **Public Hearing**. A 2nd by Commissioner Snider.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

Zoning Administrator made comments to the General Commercial (page 6).

The change is only to the classification of the Permitted Use Permit to add Specialty Products Retail stores such as - age related adult stores, firearms stores and tobacco stores.

Setbacks-No Change.

Page 9, #9 under 425-30 Use Regulations, A. Permitted Uses #9 will be moved to B. #4.

Commissioner Snider recommends that the Zoning Code 425, Article V – General Commercial changes be made to the Permitted Use Permit, 425-30 Use Regulations verbiage change and no change to setbacks. A 2nd made by Commissioner Newton.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton

Nay: 0

2. Zoning 425, Article IV – Light Commercial

A comment was made by the Zoning Administrator stating the Light Commercial and Planned Unit Development (PUD) they were previously submitted and advertised a couple of months ago. Bringing it to the forefront that we make sure this is done in accurate time. In Light Commercial states that it was approved by Council and she wants to be sure it doesn't go into the ordinance under permitted uses. It states—except modulars which are permitted by CUP on page 4 at top. Zoning Administrator will strike the statement out. Nothing was changed from the original adoption.

Commissioner Snider made a motion to open the **Public Hearing** for Item 2. Zoning 425, Article IV – Light Commercial. A 2nd by Commissioner Newton.

No one from the public was present to speak before the Planning Commission.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

Commissioner Newton made a motion to close **Public Hearing** for Item 2 Zoning 425, Article IV – Light Commercial. A 2nd was made by Snider.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

We wanted instruction by the attorney of how to write the ordinance to include Louisa Avenue/State Highway 522 in Light Commercial on page 1, A 2 under 425-24.

Commissioner Newton makes a motion to defer Light Commercial Ordinance 425-24, A. Permitted Uses, Item 2 to look into the overlay and guidance on how to have the proper language placed. A 2nd by Commissioner Snider. A 2nd by Commissioner Snider.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

3. Zoning Code 425, Article VI - Planned Unit Development

Commissioner Snider made a motion to open the **Public Hearing** for Item 2. Zoning 425, Article VI Planning Unit Development. A 2nd by Commissioner Newton.

No one from the public was present to speak before the Planning Commission.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.
Nay: 0

Commissioner Newton made a motion to close **Public Hearing** for Item 3 Zoning 425, Article VI Planned Unit Development. A 2nd was made by Snider.

Vote 3-0
Yea: Chairman Kube, Commissioners Snider, Newton.
Nay: 0

Commissioner Newton makes a motion to accept the Planned Unit Development as it is written. A 2nd by Commissioner Snider.

Vote 3-0
Yea: Chairman Kube, Commissioners Snider, Newton.
Nay: 0

Commissioner Snider makes a motion to open the public hearing for Zoning Code 425, Article XI-Administration and Enforcement. A 2nd by Commissioner Newton.

No one from the public was present to speak before the Planning Commission

Vote 3-0
Yea: Chairman Kube, Commissioners Snider, Newton.
Nay: 0

4. Zoning Code 425, Article XI – Administration and Enforcement

Zoning administrator stated the enforcement was criminal penalties only which was difficult to enforce. Virginia Code mirrors what the town has. We want something that we can enforce without affecting their criminal record and not take them to court. We created a document that will help us to enforce.

Commissioner Snider makes a motion to open the public hearing for Zoning Code 425, Article XI-Administration and Enforcement. A 2nd by Commissioner Newton.

No one from the public was present to speak before the Planning Commission.

Vote 3-0
Yea: Chairman Kube, Commissioners Snider, Newton.
Nay: 0

Commissioner Snider makes a motion to close the public hearing for Zoning Code 425, Article XI-Administration and Enforcement. A 2nd by Commissioner Newton.

Commissioner Snider recommends the adoption of Zoning Code, Article XI-Administration and Enforcement to the Ordinances of the town of Mineral. A 2nd made by Commissioner Newton.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

G. OLD BUSINESS

H. NEW BUSINESS

Commissioner Snider makes a motion to meet November 20, 2025, at 6:30 PM, because the holiday is on the 4th Thursday. A 2nd by Commissioner Newton.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0

I. REPORTS

1. Zoning Administrator
2. Commissioners' Comments

J. CLOSED SESSION (AS NECESSARY)

K. ADJOURN

Commissioner Newton makes a motion to adjourn the meeting. A 2nd by Commissioner Snider.

Vote 3-0

Yea: Chairman Kube, Commissioners Snider, Newton.

Nay: 0