



MINERAL PLANNING COMMISSION Minutes

April 25, 2024 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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CALL TO ORDER

ROLL CALL

Present: Chairman Kube, Commissioners Jolyn Bullock, Lisa Wade, Tony Williams.

Absent: Commissioner Lauren Ball

Also present were Ron Chapman, Council Liaison and Nicole Washington, Zoning Administrator

PLEDGE OF ALLEGIANCE

ADOPT/AMEND AGENDA

Under New Business item 4 should read Certified Planning Commissioner Program and item 5 was added for a Joint Partnership between the Town of Mineral and the LCPS.

Commissioner Williams motioned to approved and adopt the amended agenda, 2nded by Commissioner Bullock. Passed favorable 4-0.

Yes - Kube, Bullock, Wade, Williams

APPROVAL OF MINUTES

No minutes to approve at this time

PUBLIC COMMENT

Mitchell Sasser – Introduced himself as the Editor of the Central Virginian newspaper. He explained that he is covering the governmental meetings both in Louisa and Mineral.

OLD BUSINESS

TJPDC present findings and results from public engagement on March 25, 2024

Isabella Obrien and Logan Ende and Ruth Emerick from the Thomas Jefferson Planning District Commission (TJPDC) presented the outcomes of the Public Engagement Meeting. This meeting allowed citizens of the Town of Mineral to provide feedback on the draft for the Town's vision on the Comprehensive Plan Updates. In summary, Logan mentioned that the citizens' highest priority, for those who came out, were land use, transportation, and economic development. A few other items that were not as important to citizens were: foster economic growth with current businesses, promote and enhance historic downtown, funding for bike lane along Mineral Ave and East First St., and explore funding for opportunity to repurpose vacant and underutilized structures in the Town.

Isabella went over a road map to finish the plan on time. The main dates being May 23 for MPC to hold a public hearing on the draft of the Comprehensive Plan Update and then June 10 for Town Council (TC) to hold a public hearing prior to finalizing and approving the revised plan.

Work session - Goals & Objectives of MPC on Comprehensive Plan update Facilitated by TJPDC

The MPC filled out the prioritization and strategy matrix to assist with the grouping and development of the Comprehensive Plan. The matrix considered the citizens' communication through the public engagement data that was gathered, and the MPC reviewed this data with more focus on priority for the town.

The MPC took a 5 min break and was back to order at 9:14pm

NEW BUSINESS

Welcome new Planning Commissioner and new Town Manager

New Commissioner, Lisa Wade was introduced. Also, Nicole Washington was introduced as the new Mineral Town Manager and Zoning Administrator.

Discussion on MPC Bylaws and Rules

Chairman Kube went over what Bylaws and Rules of order are and why important, with the clarification that there are different Bylaws that a Council would establish. The Chairman indicated that he would work on the Bylaws with the Town Manager and the Town Attorney and provide a draft for consideration at the next MPC meeting.

The MPC expressed support for the development of the Bylaws.

Discussion and Updates to Zoning, Subdivision and PUD Ordinance

Mrs. Washington, Zoning Administrator discussed the ordinances for Zoning, Subdivision and PUD, why there is a need for an update and what the updates will look like moving forward. Updates to all sections will be presented by sections, not one large document. Mrs. Washington did state that there will be some more urgent updates to come sooner. There is interest in doing a joint Public Hearing for the more urgent ordinance updates.

PC Certification Program (agenda item added in the meeting)

Information for the PC Certification Program through VCU was entered into the packet to see if other Commissioners were interested in taking the training. This would get a budget line item and would need to be addressed with the Town Manager for budget purposes.

5- Joint Partnership with the Schools was added to the agenda

Chairman Kube discussed his meeting with LCPS Superintendent Doug Straley on supporting engagement of the schools with the Town of Mineral, getting students involved in the Town and making that connections with them. Chairman Kube will draft a resolution with Superintendent Straley and bring that forward to the Commissioners. The MPC concurred with a partnership with the schools.

REPORTS

Zoning Administrator

The Zoning Administrator, Ms. Washington, discussed the developments of the zoning code updates and a meeting that VDOT is hosting in May for this region (Culpeper, Orange, Albemarle, Louisa, Madison, etc). At this meeting they will discuss projects that are a focus for the area. The project that Mrs.

Washington would like for VDOT to focus on sooner is Route 522 to Mineral Ave and through Mineral Ave as the town is growing and the traffic is heavy with residential development steps away from the busy road.

Commissioner Comments

No report

ADJOURN

A motion to adjourn by Commissioner Williams at 9:40pm and 2nded by Commissioner Bullock. Motion passed 4-0.

Voting yes were Chairman Kube, Jolyn Bullock, Lisa Wade, Tony Williams

Adjourn at 9:41pm.

Chairman Ed Kube, Lauren Ball, Jolyn Bullock, Lisa Wade, Tony Williams, and Ron Chapman -
PC Liaison