



MINERAL PLANNING COMMISSION MEETING MINUTES

April 23, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townclerk@townofmineral.net

A. CALL TO ORDER

Chairman Kube called the meeting to order at 6:30pm.

B. ROLL CALL

Present:

Chairman Ed Kube
Commissioner Maggie Larson
Commissioner Jim Snider
Commissioner Ryan Stowe

Absent:

Vice Chairman Teresa Newton

Others Present:

Mayor/Interim Town Manager Pamela Harlowe
Mineral Town Council Liaison Dave Hempstead
Mineral Planning Commission Secretary Teri Burns

C. PLEDGE OF ALLEGIANCE

All in attendance stood for the pledge of allegiance.

D. ADOPT/AMEND MEETING AGENDA

Commissioner Snider made a motion to adopt the agenda as presented. Seconded by Commissioner Stowe.

Yea: Chairman Kube, Commissioner Larson, Commissioner Snider, Commissioner Stowe.
Nay: None.

Motion Passed: 4-0-0

E. PUBLIC COMMENT (3 MINUTES MAX PER PERSON)

None.

F. APPROVAL OF MINUTES

1. Approval of March 26, 2026 minutes.

Commissioner Snider made a motion to amend the minutes by changing the words "one citizen" under section H, Public Hearings, Light Commercial District, to Hank Staudinger, Mineral Resident. Seconded by Commissioner Stowe.

Yea: Chairman Kube, Commissioner Larson, Commissioner Snider, Commissioner Stowe.

Nay: None.

Motion Passed: 4-0-0

G. OLD BUSINESS

1. Review and finalize Mineral Planning Commission Decisions.

Commissioner Larson started the discussion on adding items to the Capitol Improvement Plan. In addition to what was decided at the last meeting, adding sidewalks, crosswalks and the historic overlay district. Commissioner Larson will update the project page with the priorities to present at the next meeting.

H. NEW BUSINESS

1. Train horn ordinance/quiet zone discussion.

Commissioner Larson opened the discussion for the town to implement a quiet zone. Other localities have done this. The requirements for doing this are on the Federal Railroad Administration's website, which might include an engineer study to determine if the town meets the standards to apply for a quiet zone. There is no cost to apply but a cost could be required for the engineer study. The Town of Gordonsville has implemented a quiet zone between the hours of 10:00pm - 7:00am. Commissioner Larson will obtain more information to present at the next meeting.

2. Economic Development Discussion: Small Business Support and County Collaboration.

The Commissioners discussed strategies to increase revenue by attracting businesses, emphasizing the importance of utilizing the comprehensive plan. Topics included leveraging the Farmers Market activity, collaborating with the county, and engaging with the school system.

I. REPORTS OR COMMENTS

1. Zoning Administrator

None.

2. Commissioner's Comments

Discussion was held regarding the recent ordinance changes for signs and holding joint public hearings to offset costs.

There was a discussion regarding the legal framework and transparency requirements for forming two-person committees to work on projects like the CIP between official meetings.

3. Mineral Town Council Liaison Comments

Council Member Hempstead provided an update on ongoing efforts to address water and sewer challenges, including the potential for a new well and grant-funded engineering studies.

J. ADJOURN

Commissioner Stowe made a motion to adjourn the meeting. Seconded by Commissioner Snider.

Yea: Chairman Kube, Commissioner Larson, Commissioner Snider, Commissioner Stowe.

Nay: None.

Motion Passed: 4-0-0

The meeting was adjourned at 7:30pm.