



MINERAL PLANNING COMMISSION MEETING MINUTES

August 27, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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A. CALL TO ORDER

Teri Burns, MPC Secretary, called the meeting to order at 6:31pm

B. ROLL CALL

PRESENT

Commissioner James Snider

Commissioner Maggie Larson - Zoom (medical caretaker at home)

Commissioner Ryan Stowe

OTHERS PRESENT

Zoning Administrator/Town Manager Nicole Washington

MPC Secretary/Town Clerk Teri Burns

C. PLEDGE OF ALLEGIANCE

All in attendance stood for the pledge of allegiance

D. ADOPT/AMEND AGENDA

Motion to move New Business after Old Business

Motion made by Commissioner Snider, Seconded by Commissioner Stowe.

Voting Yea: Commissioner Snider, Commissioner Larson, Commissioner Stowe

Motion passed: 3-0-0

E. REORGANIZATION

1. Motion to accept resignation of Chairman Kube

Motion to accept the resignation of Chairman Ed Kube

Motion made by Commissioner Snider, Seconded by Commissioner Stowe.

Voting Yea: Commissioner Snider, Commissioner Larson, Commissioner Stowe

Motion passed: 3-0-0

2. Motion to accept resignation of Vice Chairman Newton

Motion to accept the resignation of Vice Chairman Teresa Newton

Motion made by Commissioner Stowe, Seconded by Commissioner Snider.

Voting Yea: Commissioner Snider, Commissioner Larson, Commissioner Stowe

Motion passed: 3-0-0

3. Nominations and Election of Chairman of The Mineral Planning Commission

The MPC Secretary opened the floor for nominations to elect a Chairman of the Mineral Planning Commission. Commissioner Stowe nominated Commissioner Snider. A motion was made to elect Commissioner Snider as the Chairman.

Motion made by Commissioner Stowe, Seconded by Commissioner Larson.

Voting Yea: Commissioner Snider, Commissioner Larson, Commissioner Stowe

Motion passed: 3-0-0

4. Nominations and Election of the Vice Chairman of the Mineral Planning Commission

The MPC Secretary opened the floor for nominations to elect a Vice Chairman of the Mineral Planning Commission. Chairman Snider nominated Commissioner Stowe. A motion was made to elect Commissioner Stowe as the Vice Chairman of the Mineral Planning Commission.

Motion made by Chairman Snider, Seconded by Commissioner Larson.

Voting Yea: Chairman Snider, Commissioner Larson, Commissioner Stowe

Motion passed: 3-0-0

F. PUBLIC COMMENT

None

G. OLD BUSINESS

1. Schedule a day and time to discuss the proposed PUD project

Given the project's scale, multiple workshops were recommended.

Involving the Thomas Jefferson Planning Commission was suggested for their expertise.

Impacts of county resources were identified, including the water authority, school system, landfill and public safety.

Including public comments during work sessions was discussed to foster community involvement.

The first work session is scheduled for September 18, 2026 at 6:30pm.

The Town Manager will create a shared drive for collaboration on PUD and CIP documents.

2. Progress update on CIP priorities

The next step for the top five CIP priorities is to define each project's scope. This will enable obtaining quotes and formalizing the CIP. Commissioner Larson suggested all commissioners think about the scopes before the next meeting.

G. NEW BUSINESS

1. Discuss CUP Application

The Commission discussed the CUP application. The developer is open to changing the color scheme but wishes to keep the black windows. Suggestions included a green and white palette to better fit the town's historic look. The Zoning Administrator confirmed the plan meets all code requirements, including lot size, setbacks and parking. A public hearing will be scheduled for September 24, 2026 at 6:30pm. The Zoning Administrator will convey the commission's paint color feedback to the developer, who will attend the public hearing. A motion was made to schedule a public hearing on the proposed CUP application on September 24, 2026 at 6:30pm.

Motion made by Vice Chairman Stowe, Seconded by Commissioner Larson.

Voting Yea: Chairman Snider, Commissioner Larson, Vice Chairman Stowe

Motion passed: 3-0-0

H. APPROVAL OF MINUTES

1. Approval of Minutes

Motion to approve the minutes dated May 28, 2026 and June 25, 2026. It was also noted that no meeting was held in July.

Motion made by Vice Chairman Stowe, Seconded by Chairman Snider.

Voting Yea: Chairman Snider, Commissioner Larson, Vice Chairman Stowe

Motion passed: 3-0-0

I. REPORTS

1. Zoning Administrator

Zoning Administrator/Town Manager shared a portion of an article from the Virginia Local Government Management Association. "At its core, the tension boils down to this: those who believe in the dream and promise of building something new, and those who fear change to the community already built. Both are acts of love for a place. Our job is to hold space for both."

2. Commissioners' Comments

Chairman Snider reminded everyone of the Town Picnic hosted by the Mineral Farmer's Market on Sept. 20, 2026.

J. ADJOURN

Motion to adjourn at 6:59pm.

Motion made by Commissioner Stowe, Seconded by Commissioner Larson.

Voting Yea: Commissioner Snider, Commissioner Larson, Commissioner Stowe

Motion passed: 3-0-0

Commission Members: Jim Snider - Chairman, Ryan Stowe - Vice-Chairman,
Commissioner Maggie Larson