



MINERAL PLANNING COMMISSION Minutes

July 25, 2024 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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CALL TO ORDER

ROLL CALL

Present:

Edward Kube, Chairman

Lauren Ball

Lisa Wade

Absent:

Tony Williams

One Vacant Position

Others Present:

Ron Chapman - Council Liaison

Nicole Washington , Zoning Administrator

Kelly Singletary , Town Treasurer

Catherine Lea, Town Attorney

PLEDGE OF ALLEGIANCE

All in attendance stood for the Pledge of Allegiance.

ADOPTION OF AGENDA

Chairman Kube added “appoint new member” to section I.

PUBLIC COMMENT

No member of the public was present.

PUBLIC HEARINGS

1. Zoning text amendment - Code 425 Article I Establishment of Districts

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed two changes, clarifying five zoning classifications adding the PUD.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

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

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed proposed changes:

The amendments for R-L are: Area regulations and wording in subsection (a). The Town Zoning Administrator suggests adding language about areas where public sewer is not available, they can use private systems.

Commissioners and the Town Zoning Administrator discussed setting a limit on square footage for residential housing.

Commissioners and the Town Zoning Administrator discussed lot area regulations square footage sizes.

Commissioners and the Town Zoning Administrator discussed setbacks.

The Zoning Administrator is in agreement with current area regulations and does not recommend a change.

§425-5 (C) and (E) recommend that it be removed.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

Motion to revisit Article I public hearing for comments by Kube as that was initially skipped.

The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing.

The Zoning Administrator added language to §425-4 regarding modular homes whereas permitted uses will be for single family home single family dwellings with the exception of modular homes.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

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

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed proposed changes:

The amendments for R-G are: Permitted Uses, Permitted by Conditional Use and minor language.

§425-14 broken into Permitted use and Permitted by Conditional Use.

§425-15 (A) suggested it says all new dwellings and only public water.

§425-15 (B)(1) language added.

Commissioners and Zoning Administrator discuss established houses needing to dig a new well versus needing to attach to public water.

§425-15 (D) Zoning Administrator and Town Attorney discuss language amendments

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

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

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed proposed changes:

The amendments for LC are: Use Regulations -Permitted Uses, Permitted by Conditional Use, and Setback regulations.

§425-23 language amended.

§425-24 broken into Permitted use and Permitted by Conditional Use.

The Zoning administrator suggests single family dwellings be added in permitted use and modulars in conditional use.

§425-25 language amended.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

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

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed proposed changes:

The amendments for GC are: Use Regulations -Permitted Uses, Permitted by Conditional Use, and Setback regulations.

§425-30 broken into Permitted use and Permitted by Conditional Use.

§425-31 language amended to include swellings and frontage.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

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

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed proposed changes:

The amendments for PUD are: Use Regulations -Permitted Uses, Permitted by Conditional Use, and Setback regulations.

§425-38 language amended.

§425-39 language amended.

§425-42 language amended; removing subsection B and C.

§425-43 (A) language amended.

§425-44 language amended.

§425-48 discussed.

§425-49 language amended to Zoning Administrator.

§425-49 (C) discussed height and suggested edits.

§425-49 (E) discussed.

Commissioners and Zoning Administrator discuss HOA's and if developers shall create covenants.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

7. Subdivision Text Amendment - Code 380 Subdivision of Land

Zoning Administrator briefed the Commission on proposed changes. The Chairman opened the public hearing and with nobody present the Chairman closed the public hearing. The Planning Commission and Zoning Administrator reviewed and discussed proposed changes:

The County of Louisa has sent a letter that they will no longer be in charge of the Town's subdivision ordinance.

Zoning Administrator recommended language changes below:

§380-3 language amended.

§380-4 language amended.

§380-5 language amended.

Motion for recommendation of approval of changes as proposed to the Council made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

Commissioners, Zoning Administrator, and Town Attorney discuss scheduling Special Hearings for further review of the Town Code section. It was agreed MPC will continue to review the Town Code at future MPC meetings and provide recommendations to Council.

OLD BUSINESS

14 Lot Development on Mineral Ave

The Zoning Administrator has been in contact with the developer regarding the street ordinance. They are in discussions of what can be done. It has been established that the alleyway cannot be used for parking. The Chairman raised concerns of disposing of public property and that it should come before The Planning Commission.

Safety Concerns mentioned and discussed included:

- Parking
- Emergency vehicle access
- Street lights
- Use of Town utility easements

Motion to recommend Council to review Planning Commission's safety concerns with the development made by Ball and seconded by Wade.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0

NEW BUSINESS

Discussion and Vote for additional code public hearing

Codes suggested for review:

Streets

Water and Sewer

Motion for Town Manager to suggest for codes to be reviewed made by Ball and seconded by Wade. No action was taken on scheduling a public hearing.

Lisa Wade - yes

Lisa Ball- yes

Edward Kube - yes

Motion passed 3-0-0.

REPORTS

Zoning Administrator, She has received an email from Nikki Dye who expresses interest in joining the Planning Commission. The letter of interest will be passed along to Council.

The Zoning Administrator is a part of Virginia Association of Zoning Officials and attended a recent meeting. She reports that most towns are updating their ordinances.

The Zoning Administrator is in the process of hiring a Clerk.

Scheduling

Commissioners and Zoning Administrator discuss whether the Commission would like for the next meeting to be a public hearing.

ADJOURNED