

July 13, 2010

**KILMARNOCK PLANNING COMMISSION
Tuesday July 13, 2010
Town Hall
Kilmarnock, VA**

Regular Meeting Minutes

1. Call to Order

Vice-Chair Williamson called the regular meeting to order at 7:00 pm with the following members present:

Claudia Williamson, Vice-Chair	Jane Ludwig
Steve Bonner	John Smith, Council Liaison
Dave Reedy	

Staff Present:

Marshall Sebra, Planning Director
Tom Saunders, Town Manager
Paul C. Stamm, Jr., Town Attorney
Joan N. Kent, Transcriber

2. Recognition of Guests:

Vice-Chair Williamson welcomed Kilmarnock residents, business owners and guests.

3. Acceptance of the Agenda

ACTION: Commission Member Reedy made a motion to accept the July 13, 2010 Planning Commission meeting agenda as presented, seconded by Commission Member/Council Liaison Smith; and carried unanimously.

4. Public Forum

Vice-Chair Williamson opened the public forum by inviting members of the audience to voice their concerns or ideas in regards to planning issues. Each speaker was limited to 3 minutes.

There were no participants in the public forum.

5. Minutes: Approve, Correct or Amend the Minutes for the May 11, 2010 Planning Commission Meeting.

July 13, 2010

Vice-Chair Williamson noted a typographical error on page 5. The last word in the first sentence should have been “of” instead of “or”.

ACTION: Commission Member Reedy made a motion to approve the minutes for the May 11, 2010 Planning Commission meeting as amended, seconded by Commission Member/ Council Liaison Smith; and carried unanimously.

6. Public Hearings:

There were no public hearings held.

7. Commissioner Comments

Commission Member Bonner noted that Ms. Lindsay Gardner and Mr. Dennis Bouslough were seated in the audience and stated that he was very glad that they had accepted the invitation to be placed on the nomination list for the Planning Commission.

Vice-Chair Williamson asked each of the candidates to tell Planning Commission Members something about themselves.

Ms. Gardner stated that she was the Director of the Lancaster Community Library and had moved to Kilmarnock three years ago from Alabama.

Mr. Dennis Bouslough stated that he purchased a home in Kilmarnock in 2001 and his wife officially retired in 2006. Mr. Bouslough advised that he continued to do consultant work in Northern VA up until October 2009 when he took a leave of absence. However, Mr. Bouslough said that he received a call the other day and was asked to come back to work. Mr. Bouslough advised that he retired from the CIA but was still acting as a consultant to them. Mr. Bouslough stated that he was also retired from the air force.

8. Old/ Unfinished Business

There was no discussion under Old/ Unfinished Business.

9. New Business

A. Zoning Log Report

Town Planning Director Sebra advised that there was very little change to the zoning log report and he had not included it in the packet this month.

July 13, 2010

B. Election of Officers: Chairman, Vice-Chairman, and Secretary

Town Planning Director Sebra welcomed Councilmember John Smith as the Council Liaison to the Planning Commission.

Commission Member Reedy nominated Claudia Williamson as Chair, Jane Ludwig as Vice-Chair, and Steve Bonner as Secretary of the Kilmarnock Planning Commission.

ACTION: Commission Member Reedy made a motion to elect Claudia Williamson as Chair, Jane Ludwig as Vice-Chair, and Steve Bonner as Secretary of the Kilmarnock Planning Commission, seconded by Commission Member Bonner; and carried unanimously.

C. Groundwater Discussion

Planning Director Sebra advised that following a conversation with newly elected Chairman Claudia Williamson regarding groundwater, it's characteristics for the area, and what it meant for future development and the Town's existing system, he had compiled information for the Planning Commission which was included in each member's packet. Mr. Sebra stated that groundwater was an interesting and hot topic right now and was seeking approval from the Planning Commission to invite Dr. Frank Fletcher who was a retired professor to speak on the subject during the next several meetings. Mr. Sebra advised that he had taken a class at RCC given by Dr. Fletcher and found it to be most informative. Mr. Sebra said that currently this locality was being asked to make accurate decisions regarding developments and projects when there was not enough data on this subject to do so. Mr. Sebra added that everyone had their idea or opinion but nothing to back it up with because there had not been much data formulated for the area. Mr. Sebra advised that there was some research going on now which had been in the works for the past couple of years. Mr. Sebra noted that DEQ and USGS had a big hand in that and in years to come there would be a lot more information available to base decisions on. However in the mean time, Mr. Sebra felt that Dr. Fletcher could provide an educational series that would be worth the while. Mr. Sebra stated that he could invite the public and Town Council Members as well.

Newly elected Chairman Williamson asked Mr. Sebra why this area had been left out of the groundwater planning.

Mr. Sebra replied that he felt it was due to a lack of data and the fact that the Town didn't have any major water withdrawals like West Point did

July 13, 2010

because of the paper mill there. Mr. Sebra advised that legislators were pushing to get the rest of the coastal plain of Virginia into the resource management area.

Commission Member Bonner asked about the progress of the Bluff Point Project.

Mr. Sebra stated that the last he heard, a decision by the Northumberland Board of Supervisors had been tabled until an upcoming meeting.

Commission Member Bonner commented that the project was not that far away from the Town's facilities. Mr. Bonner stated that if the Town could get a grant then the main water line would already be in place should that area ever be acquired by a future boundary line adjustment.

Newly elected Chairman Williamson asked if the Town's salt piles were covered.

Town Attorney Stamm replied that the Town did not have any salt piles.

Chairman Williamson asked if the Town's wells were vented.

Town Attorney Stamm replied that well houses were vented.

Chairman Williamson asked if the Town had regulations for filling dry wells.

Town Attorney Stamm replied that the Health Department had regulations regarding filling dry wells.

Chairman Williamson asked if there had been any sinkholes in the Town.

Planning Director Sebra replied that to his knowledge there had not been any major ones. Mr. Sebra stated that there may have been some minor ones due to a waterline break.

D. Nature Trail at Baylor Park

Planning Director Sebra advised that the owner of a 5 and a half acre strip of land north of Kilmarnock had deeded the property to the Town for a park and nature trail. Mr. Sebra stated that the park would be named after Dr. Richard Baylor who founded the free health clinic. Mr. Sebra advised that the Town would be proceeding with the plans for the park.

July 13, 2010

10. Adjournment

Action: Commission Member Bonner made a motion to adjourn, seconded by Commission Member/Council Liaison Smith; and carried unanimously.

Meeting adjourned at 7:35 PM

Prepared by:

Joan N. Kent

Claudia Williamson, Chair