

1 **Minutes of the regular monthly meeting of the Planning Commission of Henrico**
2 **County held in the County Administration Building in the Government Center at**
3 **Parham and Hungary Spring Roads, beginning at 2:00 p.m., Tuesday, April 14,**
4 **2020. Display Notice having been published in the *Richmond Time-Dispatch* on**
5 **March 31, 2020 and April 7, 2020.**
6
7

8 **Members Present:** Mr. C. W. Archer, C.P.C., Chairman (Fairfield)
9 Mr. William M. Mackey, Jr., Vice Chairman (Varina)
10 Mrs. Melissa Thornton (Three Chopt)
11 Mr. Robert H. Witte, Jr. (Brookland)
12 Mr. R. Joseph Emerson, Jr., AICP, Director of Planning
13 Secretary
14 Mr. Tyrone E. Nelson (Varina)
15 Board of Supervisors' Representative
16

17 **Members Absent:** Mr. Gregory R. Baka (Tuckahoe)
18

19 **Also Present:** Ms. Jean Moore, Assistant Director of Planning
20 Mr. James P. Strauss, PLA, Senior Principal Planner
21 Ms. Rosemary Deemer, AICP, County Planner
22 Mr. Ben Sehl, County Planner
23 Ms. Kristin Smith, County Planner
24 Ms. Sylvia Ray, Recording Secretary
25

26 **Mr. Archer -** The meeting will come to order. This is the April 14, 2020
27 rezoning meeting, and I don't believe there's anybody here from the media to cover us.
28 So, as we usually do, let us stand and pledge allegiance to the flag on the group-call
29 telephone.
30

31 Thank you. Well, Mr. Secretary, it's a little unusual not having you up here beside me
32 but, in any event, I'm going to turn it over to you.
33

34 **Mr. Emerson -** Yes, sir, thank you, Mr. Chairman. It is a little different today.
35 As you know, this is the first meeting we've convened since the Governor's declaration
36 for the COVID-19 health emergency, so we are doing things a little differently. We do
37 have all of you spread out, and we've got all our planning commissioners with us today
38 with the exception of Mr. Baka who had a conflict that he couldn't avoid.
39

40 We will be having presentations and applicants remoting in through Webex. We will also
41 have citizens able to comment through Webex, the telephone, or they can also come in
42 and comment on cases. We do have a microphone set up to the rear of the room where
43 they can speak. And with that said, Mr. Chairman, the first item on your agenda today
44 are the requests for withdrawals and deferrals, and those will be presented by Mr. Jim
45 Strauss.
46

47 Mr. Archer - Thank you, Mr. Secretary. Also, let me welcome Reverend
48 Nelson. Welcome, sir.

49
50 Mr. Nelson - Evening everyone.

51
52 Mr. Archer - Mr. Strauss.

53
54 Mr. Strauss - Thank you, Mr. Secretary and members of the Commission.
55 Staff has one request for deferral this evening, it's in the Varina District on page one of
56 your agenda, it's rezoning case 2020-00013, Steeple Lane Development.

57
58 **REZ2020-00013 Richard Kuhn for Steeple Lane Development:** Request to
59 amend proffers accepted with Rezoning case C-20C-06 on part of Parcel 809-724-5973
60 located between the east line of East Richmond Road and the west line of N. Laburnum
61 Avenue approximately 800 feet north of Nine Mile Road (State Route 33). The applicant
62 proposes to amend proffers regarding architectural elevations, minimum house size,
63 garages, foundations, and mailboxes. The existing zoning is R-5AC General Residence
64 District (Conditional). The 2026 Comprehensive Plan recommends Urban Residential,
65 density should range from 3.4 to 6.8 units per acre.

66
67 And with this case the Commission is requesting the case be deferred to the May 14,
68 2020 meeting.

69
70 Mr. Archer - All right. Is there anyone here who came or meeting with us
71 by way of -- that opposes this case? See nobody.

72
73 Mr. Mackey - Mr. Chairman, seeing no opposition, I move that REZ2020-
74 00013, Richard Kuhn for Steeple Lane Development be deferred to the May 14, 2020
75 meeting at the request of the Commission.

76
77 Mrs. Thornton - Second.

78
79 Mr. Archer - All right. Motioned by Mr. Mackey and seconded by Ms.
80 Thornton. All in favor of the motion say aye.

81
82 The Commission - Aye.

83
84 Mr. Archer - All opposed say no. The ayes have it and the motion has
85 passed.

86
87 Mr. Strauss - And moving on to the expedited agenda this evening, we have one
88 request for approval on the expedited agenda, and it is in the Fairfield District on page
89 two of your agenda, Rezoning 2020-00012, Henrico County Vocational/Technical
90 Education Foundation.

91

92 **REZ2020-00012 Philip Parker for Henrico County Vocational/Technical**
93 **Education Foundation:** Request to amend a proffer accepted with Rezoning case
94 REZ2017-00013 on Parcel 813-732-0538 located on the east line of Cedar Fork Road at
95 its intersection with Creighton Road. The applicant proposes to amend a proffer regarding
96 density. The existing zoning is R-3C One-Family Residence District (Conditional). The
97 2026 Comprehensive Plan recommends Office and Suburban Residential 1, density
98 should not exceed 2.4 units per acre.
99

100 And with this case the applicant is requesting approval of a proffer amendment, that would
101 be proffer 4, to allow development of four, excuse me, 11 lots. Staff is recommending
102 approval, and we are not aware of any opposition.
103

104 Mr. Archer - Is there anyone opposed to REZ2020-00012, Phillip Parker
105 for Henrico County Vocational/Technical Education Foundation? Doesn't seem to be any
106 opposition.
107

108 And with that, Mr. Strauss, I would move that REZ2020-00012, Phillip Parker for Henrico
109 County Vocational/Technical Education Foundation be sent to the Board with a
110 recommendation for approval.
111

112 Mr. Witte - Second.
113

114 Mr. Archer - Motioned by Mr. Archer and seconded by Mr. Witte. All in
115 favor of the motion say aye.
116

117 The Commission - Aye.
118

119 Mr. Archer - Anyone opposed say no. The ayes have it, the motion has
120 passed.
121

122 **REASON -** Acting on a motion by Mr. Archer, seconded by Mr. Witte, the
123 Planning Commission voted 4-0 (one absent, one abstention) to recommend the Board
124 of Supervisors **grant** the request because the change is not expected to adversely impact
125 surrounding land uses in the area and the proffers continue to assure a quality form of
126 development with maximum protection afforded the adjacent properties.
127

128 Mr. Emerson - Mr. Chairman, that now takes us to the regular agenda. The
129 first item on your agenda this afternoon is an ordinance that would allow the Director of
130 Planning to approve preliminary subdivision plans and plats, or subdivision plats and
131 plans of development, during the COVID-19 pandemic. And this ordinance would allow
132 the Director of Planning in lieu of the Planning Commission or Board of Supervisors to
133 approve preliminary subdivision plats and plans of development for the duration of the
134 local declaration of emergency declared by the County Manager and confirmed by the
135 Board of Supervisors in response to the COVID-19 pandemic.
136

137 This temporary measure is proposed to limit public gatherings during the pandemic in
138 accordance with the advice of health officials. The Board did refer consideration of this
139 ordinance to the Planning Commission at their March 24, 2020 meeting and asked for
140 your consideration. It has been dually advertised.

141
142 And, just to give you a little background, what this does, and we are one of the two
143 localities in the State of Virginia that still brings plans of development and subdivision
144 plats to the Planning Commission. Within the region, we are the only one of the large
145 localities that still has that practice. Chesterfield does it administratively, the city does it
146 administratively, and Hanover does it administratively.

147
148 With the update of your zoning code we will be proposing that you do many of these items
149 administratively just for ease of process, and also better access and service to the public.

150
151 These are administrative actions, as you know, if they meet the code you must approve
152 them. They are by right, they're not re-zonings. Which, of course, re-zonings are a
153 legislative process and the Code of Virginia doesn't allow for administrative approval of
154 rezoning. So the Code of Virginia does allow for administrative approval of plans of
155 development and subdivision plats, and requires anything less than 50 lots of subdivision
156 plats to be administratively approved.

157
158 Now, to give you an idea of the last 6 months, the Board's declaration of emergency is for
159 6 months, so I went back and looked at the last 6 months of plans of development and
160 subdivision plans that have been approved, and over the last 6 months you had 22
161 transfers of approval, 1 subdivision, 26 plans of development, and 5 landscape plans for
162 a total of 54 over 6 months. So we're not talking about a great number of plans coming
163 through that you see. Now we do many plans and subdivision plats administratively
164 already, as I think you're aware.

165
166 So, to give you an idea of what we plan to do, and I know I've talked with each of you
167 about this: We will continue to operate as we currently do minus the meeting If you adopt
168 the ordinance or recommend to the board that you're -- that this ordinance be adopted.

169
170 We are currently developing what I believe to be a very collaborative process with the
171 Planning Commission and the public. All the plans of development and subdivision plats,
172 anything that we approve that we currently notify adjacents on, we will continue to do that.
173 The notification letter will direct the adjacent property owner to contact the planner who
174 is handling the case. The planners will continue to work with each of you on their -- on
175 your plans of development, your subdivisions, your landscape plans. So we can address
176 any concerns that you may have or the citizens may have, and we will not approve
177 anything until you're comfortable with it.

178
179 It will not come directly to the full Commission. Each of you will still receive your staff
180 report on your particular plan of development or subdivision. We will still generate a
181 preliminary agenda and send it to you so you know what has been submitted at that filing

182 date. So, for instance, to give you the schedule for the upcoming meeting which would
183 be on April 22, the filing deadline was March 6th.

184
185 We plan to distribute an administrative agenda to you the 15th, tomorrow. We will send
186 plan notice letters to adjacents on April 15th with a deadline of April 27th to contact the
187 planner, getting them a minimum of 10 calendar days to contact us. The case report,
188 again, will be in the usual format set for each case on the agenda, only it'll be just sent to
189 the Commissioner of the district that the case is in.

190
191 The Director of Planning would approve the cases after the Planning Commissioner is
192 comfortable after April 27th but before May 6th. We have a 60-day limitation by the Code
193 of Virginia that we have to live within. So that meets within the 60-day timeframe.

194
195 So if you have any questions, I'll be happy to try to answer them. What this would do is
196 eliminate the need for the second meeting of the month during this -- during this
197 declaration of emergency, and reduce staff load in terms of trying to conduct the meeting
198 and, of course, bringing people together in large gatherings.

199
200 Mr. Archer - That's interesting, Mr. Secretary. To say the least. Any
201 comment from the Commission members?

202
203 Mr. Witte - I think it was very well thought out, presented very well, and I
204 see just about absolutely no way that there should be an issue with this. So thank you.

205
206 Mr. Emerson - Thank you.

207
208 Mr. Archer - I'm trying to think, Mr. Secretary, can you remember when
209 maybe the most recent time that we have had much discussion on a POD or subdivision?

210
211 Mr. Emerson - It's been a while.

212
213 Mr. Archer - I mean, by the audience participation and so forth.

214
215 Mr. Emerson - Probably the biggest one that I recall would be the Dollar Store
216 in Brookland.

217
218 Mr. Archer - That's the one I had in mind. And that was, like, three years
219 ago.

220
221 Mr. Emerson - Yes, sir. And, as you recall, the Commission -- it didn't meet
222 all the requirements of the Code, and Commission did turn it down. And you and I had
223 the honor of meeting with the attorneys, I believe, from the other side on that.

224
225 Mr. Archer - Yes, we did.

226
227 Mr. Emerson - And we worked that one out.

228
229 Mr. Archer - Okay. Well I'm thinking the same thing. I can remember there
230 was a time when POD hearings could be quite lengthy. In fact, when I first came on the
231 Commission, we used to break for lunch and come back. But we had no expedited
232 agenda, and things were probably a bit more formal then, and we didn't have any kind of
233 electronics like we have now. So if you wanted to know what was going on you had to
234 be here to find out. So I'm all for it. Think it's a good move.
235
236 Mrs. Thornton - I agree. I think it's a smart move. And also, I like how you're
237 going to still give us the information. We're still going to have input and still know what's
238 expected, you know, going to be going on in our districts, so thank you.
239
240 Mr. Emerson - Sure.
241
242 Mr. Archer - Okay. Do we have to have a motion to approve this, or do we
243 need to read it into the record? I guess we don't.
244
245 Mr. Emerson - No, sir. A motion just recommending approval to the Board of
246 Supervisors is all we need on this.
247
248 Mrs. Thornton - Okay.
249
250 Mr. Mackey - So moved.
251
252 Mrs. Thornton - So, Mr. Chairman, I move that we recommend approval of the
253 ordinance as presented to the Board of Supervisors.
254
255 Mr. Mackey - Second.
256
257 Mr. Witte - Second.
258
259 Mr. Archer - All right. We have a motion by Ms. Thornton and a second by
260 everybody else, that this be approved. All in favor say aye.
261
262 The Commission - Aye.
263
264 Mr. Archer - Anyone opposed say no. The ayes have it. The motion is
265 passed, Mr. Secretary.
266
267 Mr. Witte - Very well done.
268
269 Mr. Emerson - Thank you.
270
271 Mr. Archer - We'll credit Mr. Mackey with the second.
272
273 Mr. Mackey - Thank you, sir.

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Mr. Emerson - Mr. Chairman, we now move on to the next item on your agenda, which will be REZ2020-00007, Andrew M. Condlin for SXCW Properties II, LLC.

REZ2020-00007 Andrew M. Condlin for SXCW Properties II, LLC: Request to conditionally rezone from R-3 One-Family Residence District and O-2 Office District to B-3C Business District (Conditional) Parcels 769-755-3049, 769-755-8276, and 769-755-6068 containing 6.374 acres located on the west line of Staples Mill Road (U.S. Route 33), approximately 300' north of its intersection with E. Parham Road. The applicant proposes a car wash and fuel facility. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office.

If you'll bear with us, we're going to try this for the first time with this meeting. Mr. Sehl will be presenting this from his office.

Mr. Archer - Okay. Is there anyone present, either here or electronically, who is opposed to REZ2020-00007? Hearing no opposition, Mr. Sehl, are you there?

Mr. Sehl - Mr. Archer, I hope that the Planning Commission can hear me this afternoon. Everybody able to hear me? Hello?

Mr. Archer - We can hear you, Mr. Sehl.

Mr. Sehl - Okay, all right.

Mr. Archer - It's a little bit garbled right now.

Mr. Sehl - Making sure. I need the host to give me control so I can share my screen, and then I will share with you the --

Mr. Emerson - Chairman, just if you hold on just one minute, I think we need --

Mr. Sehl - Sure.

Mr. Emerson - We're getting quite a bit of echo back and forth. Maybe Fred and Kenny can help us out here for just a second see we can't get that working a little better. We do have a backup plan if this doesn't work -- Mr. Sehl is going to walk down the steps and come in and make his presentation.

Mr. Mitchell - All right. I'm going to -- Ben, I'm going to make you presenter in just a sec. Please hold.

Mr. Archer - I think the front and back speakers are feeding back against each other.

319 Mr. Emerson - Obviously, something's causing us a little bit of a problem, Mr.
320 Chairman, sounds like. We ran this yesterday, we got a little bit of an echo, but we thought
321 we had it resolved.
322
323 Mr. Archer - Why don't we let Mr. Sehl go ahead, and let's see how well
324 we can hear it. And if not then we'll have to make other arrangements.
325
326 Mr. Emerson - Are you ready, Ben?
327
328 Mr. Sehl - Yes. I'm just waiting for Kenny to make me a presenter so
329 that I can share my screen and then if the echo isn't too bad I'll go back and present.
330
331 Mrs. Thornton - Maybe these aren't on.
332
333 Mr. Emerson - We really -- we really need the volume up a little bit. Fred, or
334 Kenny, I don't know if you can help us with that.
335
336 Mr. Archer - Yeah. I don't think the sound is coming through up this end.
337
338 Mr. Emerson - It's definitely not coming through as well as it did yesterday.
339 We can't hear Ben.
340
341 Mrs. Thornton - It's almost like these speakers aren't on.
342
343 Mr. Archer - Yeah. These don't --
344
345 Mr. James - I turned it down because having the echo with stream.
346
347 Mr. Mitchell - Okay.
348
349 Unknown Speaker - So I'm trying to balance all this. So I apologize, I kind of don't
350 know what I'm doing here.
351
352 Mr. Emerson - Well if he could come down, he can come down.
353
354 Mr. James - Let me turn it up.
355
356 Mr. Emerson - Okay.
357
358 Mr. James - All right, try it now, Ben.
359
360 Mr. Sehl - Okay, how is the sound coming through now?
361
362 Mr. Archer - I think we can deal with that. Proceed.
363

364 Mr. Sehl - Okay. All right. Members of the Commission, thank you.
365 Give my computer a chance to catch up here. Hopefully everyone can see my screen
366 now. Thank you again.

367

368 Mr. Archer - Yes, we can.

369

370 Mr. Sehl - The applicant has requested to conditionally rezone 6.37
371 acres from R-3 and O-2 to B-3C to allow for a carwash, fueling station, and other business
372 uses. The property, as you can see, is located on the west line of Staples Mill Road, just
373 north of Parham Road.

374

375 Surrounding uses include a retail shopping center, clinic, offices, and single-family homes
376 along Lucas Road and here to the south, and Hermitage High School is located to the
377 west. The site is designated Office on the 2026 Comprehensive Plan. The applicant has
378 proffered this concept plan showing access to Staples Mill Road, as well as access
379 through the shopping center to the south towards East Parham Road.

380

381 This concept plan has changed since the request was deferred at your last meeting, and
382 the applicant has submitted new proffers referencing the updated concept. The applicant
383 has also incorporated additional property in their application. This property is a small
384 triangle, shaded in the gray, to the north of the power line. This does allow additional
385 access north of the power line easement and could allow the future incorporation of
386 additional property that separates the site from Lucas Road to the north.

387

388 In addition to the concept plan, the applicant has submitted a number of architectural
389 renderings of the proposed car wash and fueling station, as shown here. Staff notes
390 these may not be fully reflective of the location of the car wash, as shown on the concept
391 plan, as that facility is now located to the rear of the fuel center and proposed BPM shown
392 on the concept plan. Car wash, fueling center, storm water facility.

393

394 As noted, this site is designated Office on the 2026 Comprehensive Plan which means
395 the proposed use, and zoning is not consistent with the recommendations. Staff also
396 notes this would be the only B-3 zoning located west of Staples Mill Road between I-64
397 and I-295, and that it may set a precedent for future requests.

398

399 Additionally, from a site design perspective, staff continues to have concerns about the
400 visual impact of this development on the Staples Mill Road. The location of the proposed
401 BMP, which has no defined design enhancements, could be detrimental and the
402 relocation of the car wash as a result in previously proffered screening wall being
403 removed.

404

405 For these -- for these reasons staff continues to note concerns regarding the proposed
406 development and does not believe a deviation from the Comprehensive Plan is warranted
407 at this time. That does conclude my presentation, and I'd be happy to try and answer any
408 questions you may have.

409

410 Mr. Archer - Thank you, sir. Are there questions from the Commission for
411 Mr. Sehl?
412
413 Mr. Witte - I have none.
414
415 Mr. Archer - Anyone else?
416
417 Mr. Mackey - No, sir.
418
419 Mr. Emerson - Mr. Chairman, the attorney for the applicant is also available
420 online if you have any questions for him.
421
422 Mr. Sehl - I just want to follow up and make sure everyone can hear me
423 still.
424
425 Mr. Archer - Yes, we can hear you, Ben. Mr. Condlin, are you --
426
427 Mr. Mitchell - Yes, we can still hear you.
428
429 Mr. Sehl - Okay. Just making sure. Wanted to make sure I'm able to
430 address any questions that might be asked.
431
432 Mr. Archer - Okay. Are there questions?
433
434 Mr. Witte - Mr. Condlin, as we discussed earlier, your acceptable --
435
436 Mr. Mitchell - We seem to be having some issues trying to get the
437 microphone in the board room changed back over, so just give us a second there, please.
438
439 Mr. Witte - Okay.
440
441 Mr. Mitchell - Okay. Board Room is live again.
442
443 Mr. Archer - All right, thank you.
444
445 Mr. Witte - Mr. Condlin, can you hear me?
446
447 Mr. Condlin - I can, yes sir.
448
449 Mr. Witte - Okay. As we discussed earlier, you agreed to address the
450 buffering concerns along Staples Mill Road prior to the Board of Supervisors meeting on
451 -- consideration on this?
452
453 Mr. Condlin - Yes, sir. I don't have control of the screen, but I don't think I
454 need it, either. I talked with my client and, as you'll notice, along our proposed concept
455 plan along Staples Mill Road next to the BMP, we've got a 10-foot buffer and a 15-foot

456 setback. That was my fault for not including that. We feel like we have enough room to
457 be able to provide a 25-foot buffer along the entirety of Staples Mill Road with a 25-foot
458 transitional buffer equivalent, as far as landscaping goes, and being able to put an aerator
459 into the -- into the stormwater basin as well.
460

461 As you'll notice as you head north there is a 25-foot buffer already on the property that's
462 -- was available there. So we would just better define that. That's really a matter of
463 definition to be able to have a 25-foot buffer planted to a transitional buffer 25 along the
464 entirety of that Staples Mill frontage.
465

466 Mr. Witte - All right. As far as the landscaping plan, that'll be addressed
467 with staff prior to --
468

469 Mr. Condlin - Yes, sir. We'll make those revisions to the plan and add in to
470 the proffers that'd be Transitional Buffer 25, plantings.
471

472 Mr. Witte - I have no further questions.
473

474 Mr. Archer - Okay. Anyone else on the Commission have questions for
475 Mr. Condlin?
476

477 Mr. Witte - No. No, sir.
478

479 Mr. Archer - Don't see any. Mr. Witte?
480

481 Mr. Witte - Mr. Chairman, I move that REZ2020-00007, Andrew M.
482 Condlin for SXCW Properties II, LLC, be approved with proffers 1 through 15, dated
483 March 24, 2020 and with the understanding the applicant will work with staff to address
484 buffering concerns along Staples Mill Road prior to consideration by the Board of
485 Supervisors.
486

487 Mrs. Thornton - I second.
488

489 Mr. Archer - All right, the motion has been made by Mr. Witte and
490 seconded by Ms. Thornton. All in favor of the motion say aye.
491

492 The Commission - Aye.
493

494 Mr. Archer - Anyone opposed to it say no. There is no opposition, and
495 REZ2020-00007 is passed.
496

497 **REASON -** Acting on a motion by Mr. Witte, seconded by Mrs. Thornton,
498 the Planning Commission voted 4-0 (one absent, one abstention) to recommend the
499 Board of Supervisors **grant** the request because the business use is compatible with
500 surrounding development and the proffered conditions will provide appropriate quality
501 assurances not otherwise available.

502
503 Mr. Emerson - Thank you, Mr. Chairman, we now move on to the next item
504 on your agenda, which is resolution PCR-4-20. This is the electronic Participation Policy
505 for the Henrico County Planning Commission. I did discuss this with each of you on the
506 phone previously. All this does, without reading it verbatim, is cites the code of Virginia
507 determines what a majority of the members are that constitute a quorum, and then it
508 defines how you could participate remotely if you chose to have a remote meeting.

509
510 And, essentially, what that means for this Commission, is that you have to have four
511 people present in the room and then you could have as many as two others remote
512 through Webex, which it seemed to work very well with Mr. Conclin, but internally we
513 seem to have a little challenge today. So we'll get that worked out, hopefully. But that's
514 how it would work, if for some reason it occurred that you would need to have some
515 members remote and be able to participate. You still have to have a quorum present in
516 the room.

517
518 Now, with that said, I understand the General Assembly may be considering some
519 changes for emergency situations in their upcoming veto session. So it may very well be
520 that you adopt this today we add it to your rules and regulations and I may be coming
521 back to you with something different. But, this is the best we can do as of today, and the
522 attorneys did put this together for you.

523
524 The Board adopted a very similar remote participation policy and, essentially, it's the
525 same language except yours says Planning Commission, theirs says Board. So if you
526 had any questions I'll be happy to try to answer them.

527
528 Mr. Archer - Mr. Secretary, what did you say would establish a physical
529 quorum?

530
531 Mr. Emerson - You have to have four, Mr. Chairman.

532
533 Mr. Archer - Have to have four?

534
535 Mr. Emerson - Yes, sir.

536
537 Mr. Archer - Physically present?

538
539 Mr. Emerson - Yes, you did.

540
541 Mr. Archer - Okay.

542
543 Mr. Mackey - Does Supervisor Nelson count as one?

544
545 Mr. Emerson - He does.

546
547 Mr. Mackey - Okay, all right.

548
549 Mr. Archer - Anyone else questions? Mr. Witte?
550
551 Mr. Witte - I'm good.
552
553 Mrs. Thornton - All right. Well, Mr. Chairman, I move that we recommend
554 approval of Resolution PCR-4-20 to allow electronic participation in Planning Commission
555 meetings in accordance with the Electronic Participation Policy.
556
557 Mr. Witte - Second.
558
559 Mr. Archer - We have a motion by Ms. Thornton and a second by Mr. Witte,
560 all in favor say aye.
561
562 The Commission - Aye.
563
564 Mr. Archer - Anyone oppose say no. There are no nos, the ayes have it.
565
566 Mr. Emerson - Mr. Chairman, the next and final item on your agenda would
567 be the consideration of approval of your minutes from the Planning Commission meeting
568 on February the 22nd, 2020, and the Planning Commission meeting on March 12, 2020.
569 We do have an errata sheet for your minutes on March 12, which you should have at
570 each one of your seats and, of course, if you have any changes on your minutes we'll be
571 happy to make to those. And you probably would want to approve these on separate
572 motions, I would think.
573
574 Mr. Archer - Okay. Any corrections from anyone here?
575
576 Mr. Mackey - No, sir.
577
578 Mr. Archer - All right. May I have a motion on the first set of minutes?
579
580 Mr. Mackey - Mr. Chairman, I move for approval of the minutes as
581 presented for the Planning Commission on February 26, 2020.
582
583 Mr. Witte - Second.
584
585 Mr. Archer - Motioned by Mr. Mackey and seconded by Mr. Witte. All in
586 favor of the motion say aye.
587
588 The Commission - Aye.
589
590 Mr. Archer - Any opposition say no. The ayes have it, and the motion
591 passes. The next one.
592

593 Mr. Mackey - Mr. Chairman, I move for approval of the minutes with the
594 acceptance of the errata sheet for the Planning Commission meeting on March the 12th,
595 2020.
596
597 Mrs. Thornton - Second.
598
599 Mr. Archer - Motioned by Mr. Mackey and seconded by Ms. Thornton.
600 Anyone opposed say -- I'm sorry. All in favor say aye.
601
602 The Commission - Aye.
603
604 Mr. Archer - Anyone opposed say no. The ayes have it and that motion
605 has passed also.
606
607 Mr. Emerson - Mr. Chairman, that completes what I have for the Commission
608 today other than thanking you for putting up with our technical difficulties and bearing with
609 us as we work through this somewhat extraordinary time. I never thought I would see us
610 doing this, but probably none of us ever thought we would be doing something like this.
611
612 Mr. Archer - Well, Mr. Secretary, if I may, I would like to thank you and
613 complement you for the way you all have pulled all this together. Including the way we
614 meet from home and everything. I think you -- I think you've done a great job, to tell you
615 the truth. I don't know how much you could improve it too much, to be honest with you.
616 Once we got that sound issue worked out everything seemed to be well.
617
618 Mrs. Thornton - Yeah. We really appreciate it. I know it's been a lot of hard
619 work.
620
621 Mr. Archer - It has to have been.
622
623 Mrs. Thornton - And our technology and learning the new technology and so I
624 appreciate all the hard work you all have done.
625
626 Mr. Archer - At the very least you've made Mr. Witte start his computer.
627
628 Mr. Emerson - Well, thank you. We appreciate that, and what I would say is
629 I have a really good staff, as you know.
630
631 Mr. Archer - Yeah, you do.
632
633 Mr. Witte - Kudos to the staff. I agree.
634
635 Mr. Emerson - And they moved mountains in a period of about 5 or 6 days to
636 do what we're doing. I didn't bring the numbers in, but we are still in business. We are
637 still moving Plans of Development through. We're still moving permits through. We
638 received -- we had filed or, Friday 15 sets of plans.

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Mr. Archer - Wow.

Mr. Emerson - And so we've never closed down. We're rotating staff through the office, we're taking things electronically, so we're doing a lot of different things. You know by your impact memo alone that we are still receiving a lot of applications. I believe there were 10 on that impact memo. So you hear a lot of negative things about the economy right now. You know, I think all of you should be proud of the fact that you're a big piece of keeping this section of the economy moving. And I also -- it would be remiss not to also thank IT. Because IT has been right there with us and if it weren't for them, we couldn't do a lot of what we do. So I want to say thanks to them as well.

Mr. Archer - Well, as near as I can determine, and I guess you all have had conversation from home also, we haven't missed a beat. Everything is just going quite smoothly. I had a little problem with my computer the other day and I called Ms. Moore and she fixed it for me right away without me having to move. So here we are.

Mr. Emerson - Okay. That's good.. Well thank you for your patience with us.

Mr. Archer - All right. If there's nothing else, will somebody move for adjournment?

Mr. Witte - So moved.

Mr. Mackey - Second.

Mr. Archer - Motioned by Mr. Witte and seconded by Mr. Mackey then we adjourn. I won't even ask for approval. Anybody opposed say no.

Mr. Witte - Stay safe, stay healthy.

Mr. Archer - Meeting adjourned.



Mr. C. W. Archer, Chairman



Mr. R. Joseph Emerson, Jr., Secretary