

MINUTES OF THE PLANNING COMMISSION MEETING
Wednesday, September 18, 2019
City Council Chambers
2400 Washington Avenue
Newport News, Virginia

PRESENT: Daniel L. Simmons, Jr., Chairman; Katie Stodghill, Vice-Chairwoman; Willard G. Maxwell, Jr.; Sharyn L. Fox; Zachary E. Wittkamp; Elizabeth W. Willis; N. Steve Groce; (Staff: Sheila McAllister, Director of Planning; Flora Chioros, Assistant Director – Current Planning; Saul Gleiser, Senior Planner; Johnnie Davis, Planner; Elizabeth McRae, Landscape Planner; Lynn Spratley, Deputy City Attorney II; Nyoka Hall, Zoning Administrator; Marie Lanpher, Permit Technician; and Cynthia Scollise, Permit Technician)

ABSENT: Mark W. Mulvaney and Michael F. Carpenter

CALL TO ORDER

Mr. Wittkamp read the Planning Commission's purpose as stated in Section 15.2-2210 of the Code of Virginia. He made a motion to adopt the agenda before the Planning Commission. Ms. Fox seconded the motion. The City Planning Commission voted to adopt the agenda by acclamation.

INVOCATION

Mr. Simmons presented the invocation.

PLEDGE OF ALLEGIENCE

Mr. Groce led the Planning Commission in the Pledge of Allegiance.

MINUTES

The minutes of the September 4, 2019 public hearing were approved as presented.

PUBLIC MEETING

SPECIAL EXCEPTION

SE-2019-0002, Ruth M. White. Requests a special exception to reduce the width of the required 30 foot transitional buffer area at 10 Sweetbriar Drive, zoned C1 Retail Commercial, and where the property abuts R3 Single-Family Residential zoning to the east. The parcel contains 1.07 acres and the Parcel Number is 230.00.03.03.

Saul Gleiser, Senior Planner, presented the staff report (copy attached to record minutes).

Ms. Fox asked if the type of fencing and color of the privacy fence will be at the discretion of the Director of Planning. Mr. Gleiser stated yes.

Ms. Stodghill asked if the fence will be six feet high in total. Mr. Gleiser stated no, the fence will be 4 feet tall along the front yard and transition to 6 feet tall, 25 feet into the property.

Ms. Willis asked if sidewalks will be considered on the site plan. Mr. Gleiser stated yes, they will be addressed at site plan review.

Ms. Willis asked if a trash dumpster will be on-site. Mr. Gleiser stated that will also be addressed at site plan review.

Ms. Stodghill asked where the light poles will be located on the site. Ms. Chioros stated that lighting will be designed to meet the city site plan requirements. She stated by conditioning the height of the light poles, the city has more leeway at site plan review to request a lower height that meets city requirements.

Mr. Simmons opened the public hearing.

Mr. Joe Frank, 2 Madison Circle, Attorney for the Applicant, thanked Planning staff. He gave a brief history of the application and stated he was available for questions.

Mr. Millard White, 10 Sweetbriar Drive, Property Owner, stated he was available for questions.

Mr. Stephen Romeo, 351 McLaws Circle, Williamsburg, stated he prepared the concept plan and was available for questions.

Dr. Mike Covaney, 3253 Windsor Ridge South, Williamsburg, Prospective Tenant, stated he was available for questions.

Mr. Simmons closed the public hearing.

Mr. Groce made a motion to recommend approval of special exception SE-2019-0002 to the Board of Zoning Appeals. The motion was seconded by Ms. Fox.

Vote on Roll Call

For: Maxwell, Fox, Wittkamp, Stodghill, Willis, Groce, Simmons

Against: None

Abstention: None

The Planning Commission voted unanimously (7:0) to recommend approval of special exception SE-2019-0002 to the Board of Zoning Appeals.

EXECUTIVE SECRETARY REPORT

Ms. McAllister stated on October 2, 2019 the Planning Commission will hear the *Denbigh-Warwick Area Plan* and a conditional use permit for automotive body repair located at 11602 Jefferson Avenue.

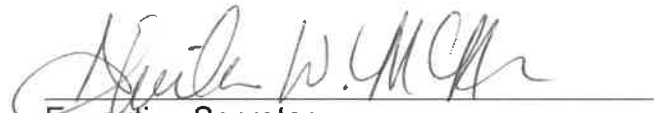
Ms. Fox asked if the Planning Commission will meet on October 16, 2019. Ms. McAllister stated we do not have any applications at this time.

Ms. Fox asked if there has been any correspondence regarding the *Denbigh-Warwick Area Plan*. She stated she had seen something regarding two brothers concerned about a piece of property with a land use designation changing. Ms. McAllister stated the property will remain as currently recommended in the comprehensive plan.

There being no further business, the meeting adjourned at 2:23 P.M.



Recording Secretary



Executive Secretary