

A SPECIAL MEETING OF THE PLANNING COMMISSION OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE FIRST DAY OF NOVEMBER, TWO-THOUSAND AND SEVEN, AT 10:30 A.M IN THE COUNTY GOVERNMENT CENTER BOARD ROOM, 101-F MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

Planning Commissioners

Present:

George Billups  
Mary Jones  
Rich Krapf  
Tony Obadal  
Shereen Hughes  
Jack Fraley

Staff Present:

Don Davis, Principal Planner  
Adam Kinsman, Deputy County Attorney  
Tammy Rosario, Senior Planner  
Melissa Brown, Deputy Zoning Administrator  
Terry Costello, Development Management Assistant

Absent:

Jim Kennedy

Ms. Hughes began the meeting with a request for a roll call. All Planning Commission members were present with the exception of Mr. Kennedy. She explained that today the Planning Commission members would be discussing the applications for the Citizen Participation Team (CPT).

Mr. Fraley, the Planning Commission Coordinator for the Comprehensive Plan, gave a synopsis of the CPT selection process. He explained the overall Comprehensive Plan review process, the roles of the committees involved, and the time commitment needed for the committees. He contrasted this CPT selection process from the last update in that previously staff had recommended members for the CPT whereas this time there was a publicly advertised application process. From early September to the October 15 grace period, 33 applications were received. An additional 3 were received after the deadline. These applications were being reviewed by the Planning Commission.

Mr. Fraley also pointed out that during the last Comprehensive Plan update, Mr. Billups served on the Steering Committee and Ms. Jones was on the CPT.

Ms. Hughes asked if there were any questions or additional comments. There being none, she then opened the public comment portion of the meeting. There were no speakers, and Ms. Hughes closed the public comment portion.

Ms. Hughes made a motion recommending that the Planning Commission go into closed session pursuant to Section 2.2-3711(A)(1) of the Code of Virginia to consider personnel matters, the consideration of appointment to Commission committees, namely the CPT. Ms. Jones seconded the motion, and the Planning Commission members voiced unanimous support.

Ms. Hughes reconvened the Planning Commission in open session and moved for the adoption of the resolution certifying the following:

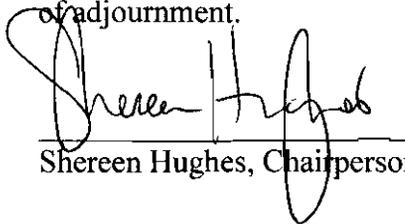
that, to the best of each member's knowledge; (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and (ii) only such public business matters were heard, discussed, or considered by the Commission as were identified in the motion, made pursuant to Section 2.2-3711 (A)(1), to consider appointments of Commission committees.

Mr. Fraley seconded the motion, after which time each member voiced support for the resolution. The motion to adopt the resolution passed with a vote of 6 to 0.

There being no further discussion on the closed session, Ms. Hughes moved onto the next item on the agenda: Commission Discussion and Requests. She stated that Mr. Kennedy had requested that all Planning Commission members be informed of on-going traffic issues with the Marywood subdivision, in particular, unresolved questions regarding the traffic impact study. Ms. Hughes further stated that she has asked Mr. Obadal or Mr. Fraley to be the Planning Commission representative on this issue. She has recused herself on voting matters related to this subdivision so that she can monitor the issue as a community member rather than a Planning Commissioner. Mr. Obadal suggested that both he and Mr. Fraley work together on the Marywood traffic issues.

Ms. Jones reminded the Planning Commissioners that there will be a Stormwater Citizen Update meeting this evening, November 1, at 6:30 p.m. in Building A.

With no further items to discuss, Ms. Hughes asked for a motion to adjourn the meeting. Mr. Fraley made a motion, seconded by Ms. Jones, with a unanimous voice vote in favor of adjournment.



Shereen Hughes, Chairperson