



**MINUTES
KING WILLIAM COUNTY
PLANNING COMMISSION
REGULAR MEETING OF DECEMBER 5, 2023**

A regular meeting of the Planning Commission of King William County, Virginia, was held on the 5th day of December 2023, beginning at 7:00 p.m. in the King William County Board Room of the Administration Building and via Zoom.

Agenda Item 1. Call to Order

The meeting was called to order by Vice Chair Sluder at 7:00 p.m.

Agenda Item 2. Electronic Participation Approval

Commissioner Hite made a motion to approve the electronic participation in the meeting for Chairman Greenwood who was unable to attend the meeting due to a personal matter. The motion was seconded by Commissioner Williams.

The members were polled:

Darrell Kellum	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Matthew Sluder	Aye

Agenda Item 3. Roll Call

The members were polled:

Bonnie Hite	Present
Otto Williams	Present
Matthew Sluder	Present
Darrell Kellum	Present
Chairman Stephen Greenwood	Present (Zoom)

Also in Attendance:

Sherry Graham, Director of Planning

Christina Grover, Zoning Administrator

Agenda Item 4. Review And Adoption Of Meeting Agenda

Commissioner Hite moved for the adoption of the amended meeting agenda; motion was seconded by Commissioner Kellum. Vice Chair Sluder called for any discussion.

The members were polled:

Otto Williams	Aye
Matthew Sluder	Aye
Darrell Kellum	Aye
Bonnie Hite	Aye
Chairman Stephen Greenwood	Aye (Zoom)

Agenda Item 5a. Approval of Minutes

Commissioner Hite moved for the approval of the November 14, 2023 regular meeting minutes as amended; motion was seconded by Commission Williams. Vice Chair Sluder called for any discussion.

The members were polled:

Darrell Kellum	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Matthew Sluder	Aye
Chairman Stephen Greenwood	Aye (Zoom)

Agenda Item 5b. Approval of Minutes

Commissioner Hite moved for the approval of the October 3, 2023 regular meeting minutes as amended; motion was seconded by Commission Williams. Vice Chair Sluder called for any discussion.

The members were polled:

Darrell Kellum	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Matthew Sluder	Aye
Chairman Stephen Greenwood	Aye (Zoom)

Agenda Item 6. Citizen Comment Period

Vice Chair Sluder opened the Citizen Comment Period.

Victoria Nation – 2nd District – Opposes the proposed Ordinance change for a CUP for Short-Term Rentals in the A-C district. She wants to ask why proposing the change. It is her right and should continue to be her right. It won't support tourism. Reiterated that she purchased her home because she could do a short-term rental. Neighboring counties welcome short-term rental. Using position to help or hinder citizens.

There being no other in person or via zoom to speak, Vice Chair Sluder closed the Citizen Comment period.

Agenda Item 7a. Public Hearing – CUP-05-23 Owner: Roger Elliott/Applicant: Steve Elliott

Ms. Graham presented CUP-05-23 a request by property owner, Roger Elliott, and applicant, Steve Elliott, and their agent, Gregory Henrich, for Conditional Use Permit 05-23, to construct a private 16' x 18' open-sided gazebo, and a 15' x 36' open-sided boathouse. The property is located at the end of Scotland Landing Road, tax map parcel 38-79, and is situated along the Mattaponi River. The property is zoned A-C (Agricultural-Conservation)

Staff recommends approval with the following conditions:

1. The proposed work must meet all the requirements of the State and Local agencies.
2. All work must be completed within two (2) years of the approval date, or the permit becomes invalid, and the applicants will need to re-apply.

Commissioner Kellum made a motion to approve with staff conditions. The motion was seconded by Chairman Greenwood. Vice Chair Sluder called for any discussion.

The members were polled:

Bonnie Hite	Aye
Otto Williams	Aye
Matthew Sluder	Aye
Darrell Kellum	Aye
Chairman Stephen Greenwood	Aye (Zoom)

Agenda Item 7b. Public Hearing- Z-02-23 Owner: Upper Mattaponi Tribe

Ms. Graham presented Z-02-23. Upper Mattaponi Tribe, is requesting that the property located at 8014 Richmond-Tappahannock Highway, identified as Tax Map Number 22-38, and consisting of approximately 2.13 acres, be rezoned from to A-C (Agricultural-Conservation) to B-1 (Local-

Business). The applicant wishes to rezone the property to B-1 in order to operate a dental office. There is currently a residential home on the property and the applicant would like to renovate the home in order to use the building as a dental office/practice. They also plan to add a handicapped ramp in order to make the building accessible and parking spaces.

Staff currently supports and recommends approval of the rezoning Case Z-02-23.

Commissioner Kellum made a motion to approve Z-02-23. The motion was seconded by Commissioner Williams. Vice Chair Sluder called for any discussion.

The members were polled:

Bonnie Hite	Aye
Otto Williams	Aye
Matthew Sluder	Aye
Darrell Kellum	Aye
Chairman Stephen Greenwood	Aye (Zoom)

Agenda Item 8. Unfinished Business

No Unfinished Business

Agenda Item 9. New Business

No New Business

Agenda Item 10. Staff and/or Special Committee Reports

Planning and Zoning Edmonds reports, Property Maintenance, and Violation reports were presented to the Commissioners by Christina Grover, Zoning Administrator.

Agenda Item 11a. Work Session Matters

Townhouse Development Definition Revision to include carriage homes and condominium structures that are single-family homes that share walls with neighboring units. Commissioners agreed on this change and recommended it go before the Board.

Sec. 86-110. Minimum site area and dimensional regulations for primary zoning districts. Family Subdivision add there shall be no less than eight (8) acres in the A-C zoning district and the parent parcel shall be no less than five acres. There shall be no less than six (6) acres in the R-R zoning district and the parent parcel shall be no less than three acres. The Commissioners agreed on this change and recommended it go before the Board.

Sec. 86-113. Yards and open space generally.

Add (c). Terraces, steps, chimneys, open, unenclosed porches, platforms, or paved terraces, not covered by roof or canopy and which do not extend above the level of the first floor of the building, may extend or project into a required front, side, or rear yard setback not more than six feet; provided, that no such projection may be closer than thirty (30) feet to the front property line and ten (10) feet to any side or rear property line with approval of an administrative waiver from the Director of Planning or by a variance approval through the Board of Zoning Appeals. The Commissioners agreed on this change and recommended it go before the Board.

Sec. 86-454. Minor residential subdivisions. Change (d) (1). Generally.

There shall be only one access to an adjacent primary highway. There shall be only one access to a secondary highway or a shared deeded driveway for every two lots that front a secondary highway. A shared access shall be provided on a 50-foot-wide easement extending from the existing public road to cover all lots within the subdivision. There shall be a road maintenance agreement for each lot in the subdivision. The Commissioners agreed on this change and recommended it go before the Board.

TCO Building Materials - The Commissioners agreed on this change and recommended it go before the Board.

Commissioner Hite asked Staff to review items to see if there are other items they could agree to go to the Board with no discussion.

Ms. Graham said the Comp Plan and rezonings need to be reviewed.

Commission Sluder asked to review the Use Matrix for what requires a CUP. Boathouses should not have to be approved by the Planning Commission and Board of Supervisors. Also, short-term rentals.

Commissioners discussed possible work sessions dates in January and February.

Agenda Item 12. Commissioner Comments

Commissioner Hite thanked the public and applicants, staff, and Planning Commission members. Thanked Chairman Greenwood for his service.

Commission William thanked the public.

Commission Kellum thanked the public and applicants, staff, and Planning Commission members. Thanked Chairman Greenwood for his service.

Commission Sluder thanked the public and applicants, staff, and Planning Commission members. Thanked Chairman Greenwood for his service. Need feedback from the public.

Chairman Greenwood stated he would be available if needed.

Agenda Item 13. Closed Meeting
13a. Motion to Convene Closed Meeting

Chairman Greenwood made a motion to convene in closed session in accordance with Section 2.2-3711(A)(7) of the Code of Virginia to consult with legal counsel, consultants, and/or staff on a matter of actual litigation in which the County is involved because discussion in open meeting may adversely affect the litigation position or negotiating strategy of the Board. Commission Kellum seconded the motion. The members were polled:

Otto Williams	Aye
Matthew Sluder	Aye
Darrell Kellum	Aye
Bonnie Hite	Aye
Chairman Greenwood	Aye (Zoom)

13b. Motion to Reconvene in Open Session

Commission Hite made a motion to reconvene in Open Session. Commission Kellum seconded the motion. The members were polled:

Matthew Sluder	Aye
Darrell Kellum	Aye
Bonnie Hite	Aye
Otto William	Aye
Chairman Greenwood	Aye (Zoom)

13c. Certification of Closed Meeting

Commission Sluder moved for the adoption of Standing Resolution 1 (SR-1) in accordance with Section 2.2-3712 (D) of the Code of Virginia, 1950, as amended; seconded by Commission Williams. The members were polled:

Darrell Kellum	Aye
Bonnie Hite	Aye
Otto William	Aye
Matthew Sluder	Aye
Chairman Greenwood	Aye (Zoom)

STANDING RESOLUTION – 1 (SR-1)
A RESOLUTION TO CERTIFY COMPLIANCE WITH THE FREEDOM OF
INFORMATION ACT
REGARDING MEETING IN CLOSED MEETING

WHEREAS, the King William County Planning has convened a Closed Meeting on this date pursuant to an affirmative recorded vote, and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 (D) of the Code of Virginia requires a certification by the King William County Planning Commission that such Closed Meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the King William County Planning Commission on this 5th day of December, 2023, hereby certifies that, to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were heard, discussed, or considered by the King William County Planning Commission in the Closed Meeting to which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed, or considered by the King William County Planning Commission.

DONE this 5th day of December, 2023.

13d. Action on Closed Meeting (if necessary)

No action necessary.

Agenda Item 14. Adjourn or Recess

Commission Williams made a motion to adjourn the meeting, seconded by Commissioner Hite. Vice Chair Sluder called for any discussion. The members were polled:

Darrell Kellum	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Matthew Sluder	Aye
Chairman Stephen Greenwood	Aye

There being no further business, the meeting was adjourned at 9:12 pm.

Mathew Sluder, Vice-Chair

Barbara Trimmer, Commission Secretary