



**MINUTES
KING WILLIAM COUNTY
PLANNING COMMISSION
REGULAR MEETING OF JANUARY 11, 2024
AMENDED FEBRUARY 6, 2024**

A regular meeting of the Planning Commission of King William County, Virginia, was held on the 11th day of January 2024, beginning at 6:30 p.m. in the King William County Board Room of the Administration Building and via Zoom.

Agenda Item 1. Call to Order

Vice Chair Sluder called the meeting to order at 6:30 p.m.

Agenda Item 2. Electronic Participation Approval

Not needed.

Agenda Item 3. Roll Call

The members of the Planning Commission were polled:

Darrell Kellum	Present
Bonnie Hite	Present
Otto Williams	Present
Ben Edwards	Present
Mathew Sluder - Vice Chair	Present

Also in Attendance:

Sherry Graham, Director of Planning
Christina Grover, Zoning Administrator
Barbara Trimmer, Planning Secretary

Agenda Item 4. Review And Adoption Of Meeting Agenda

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

The members were polled:

Bonnie Hite	Aye
Otto Williams	Aye
Ben Edwards	Aye
Darrell Kellum	Aye
Mathew Sluder – Vice Chair	Aye

Agenda Item 5. Organization of the Planning Commission for the Calendar Year 2024
5.a. Election of Commission Chairman

Commissioner Hite nominated Vice Chair Sluder for the position of Commission Chairman. Commissioner Williams seconded the motion. Vice Chair Sluder accepted the nomination. The Vice Chair called for any discussion. The members were polled:

Otto Williams	Aye
Ben Edwards	Aye
Darrell Kellum	Aye
Bonnie Hite	Aye
Mathew Sluder – Vice Chair	Aye

5.b. Election of Commission Vice-Chairman

Commissioner Edwards nominated Commissioner Kellum for the position of Commission Vice-Chairman. Commissioner Hite seconded the motion. Commissioner Kellum accepted the nomination. The Chairman called for any discussion. The members were polled:

Ben Edwards	Aye
Darrell Kellum	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Mathew Sluder – Chairman	Aye

5.c. Election or Appointment of Commission Secretary

Chairman Sluder nominated Barbara Trimmer for the position of Commission Secretary. Commissioner Kellum seconded the motion. Barbara Trimmer accepted the nomination. The Chairman called for any discussion. The members were polled:

Darrell Kellum – Vice-Chair	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Ben Edwards	Aye
Mathew Sluder – Chairman	Aye

5.d. Adoption of Commission By-Laws for Calendar Year 2024

Commissioner Williams asked for information on the changes to the by-laws for the calendar year 2024.

Ms. Graham said Section 7-1 and Article 9.1-10, 9-1-11, and 9-1-12.

Commissioner Kellum asked for the Commissioners consideration in adopting a moment of silence and reciting the pledge of allegiance at the beginning of the Planning Commission meetings. The Commissioners had no objections to this request.

Commissioner Kellum made a motion to add a Moment of Silence and Pledge of Alliance to Article 9 – Order of Business. Commissioner Edwards seconded the motion. The Chairman called for any discussion. The members were polled:

Darrell Kellum – Vice-Chair	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Ben Edwards	Aye
Mathew Sluder – Chairman	Aye

Commission Hite asked for 9.1.2. Approval of Electronic Participation by a Board Member be updated to Approval of Electronic Participation by a Commission Member.

Commissioner Kellum made a motion to adopt the Commission By-Laws for Calendar Year 2024 with the recommended changes. Commissioner Hite seconded the motion. The Chairman called for any discussion. The members were polled:

Bonnie Hite	Aye
Otto Williams	Aye
Ben Edwards	Aye
Darrell Kellum – Vice Chair	Aye
Mathew Sluder – Chairman	Aye

The Chairman called for a moment of silence.

The Chairman led the pledge of allegiance.

5.e. Approval and Adoption of 2023 Planning Commission Annual Report

Chairman Sluder asked for any discussions.

Commissioner Hite requested a description of the request of each approved Conditional Use Permits and Rezoning Cases to be included in the report and to change Subdivision Plat Reviews to Approved Subdivision Plat Reviews.

Commissioner Hite made a motion to approve the amended 2023 Planning Commission Annual Report. Commissioner Kellum seconded the motion. The Chairman called for any discussion. The members were polled:

Otto Williams	Aye
Ben Edwards	Aye
Darrell Kellum – Vice-Chair	Aye
Bonnie Hite	Aye
Mathew Sluder – Chairman	Aye

5.f. Approval of Amended 2024 Meeting Dates

Commissioner Hite said some of the meeting dates are around holidays and wondered if Staff have enough time to prepare the meeting packets. Chairman Sluder asked Ms. Graham if staff had any concerns with getting meeting packets out. Ms. Graham had no concerns at this time.

Commissioner Hite made a motion to adopt the amended 2024 Meeting Dates. Commissioner Kellum seconded the motion. The Chairman called for any discussion. The members were polled:

Ben Edwards	Aye
Darrell Kellum – Vice Chair	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Mathew Sluder – Chairman	Aye

Agenda Item 6a. Approval of Minutes

Commissioner Hite moved for the approval of the amended December 5, 2023 regular meeting minutes; Commissioner Kellum seconded the motion. The Chairman called for any discussion. The members were polled:

Darrell Kellum – Vice Chair	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Ben Edwards	Aye
Mathew Sluder - Chair	Aye

Agenda Item 7. Citizen Comment Period

Chairman Sluder opened the Citizen Comment Period.

Lisa Mason – 2nd District – Read a research article to the Commissioners from PLOS ONE titled Airbnb and neighborhood crime: The incursion of tourists or erosion of local social dynamics? Written by Laiyang Ke, Daniel T. O’Brien and Babak Heydari.

Steven Hoy – 2nd District – Had a question on the Annual Population Growth Rate in the 2023 Annual Report on the 2022 population growth rate number listed on the paper and spoke with respect to the information Ms. Mason presented comparing short term rentals in King William County to the City of Boston crime rates as not being an equally comparison.

There being no additional speakers, Chairman Sluder closed the Citizen Comment period.

Agenda Item 8. Unfinished Business

Ms. Graham presented information on the amendments to the zoning and subdivision ordinances that had been reviewed in 2023 and Ordinances approved by the Board of Supervisors on October 23, 2023.

Ms. Graham asked the Commissioners if they were ready to hold a public hearing on the ordinances listed below. Ms. Graham said the Planning Commission could hold a Public Hearing in February. Chairman Sluder called for any discussion. The Commissioners agreed to proceed with Ms. Graham recommendations.

86-110 - The minimum lot area for a family division.

86-113 - Yards and open space generally.

86-136 – Transportation Corridor Overlay District

86-454 - Minor Residential Subdivision.

Article II – Zoning Definitions.

Article XVII – Site Plan Requirements – Conceptual and Preliminary Site Plan Requirements.

The Commissioners agreed to defer the ordinances listed below.

86-136 - Adding language for boundaries to be clearly depicted on the plat, concept plan, or site plan.

86-140 - Use Matrix

86-210 - Short-term business rentals, religious assembly

Short-term business rentals. 8(4) Requiring an annual renewal application and fee, valid complaints, COR not renewing business license until the annual permits are issued.

E (4) Age of guest from 18 to 25.

Article II - Definitions

Religious Assembly - Add primary, secondary schools, and daycare facilities shall be permitted with approval of a conditional use permit.

Ms. Graham presented Proposed Phases for Phase II and Phase III.

Re-Zoning Parcels Along 360
Industrial Zone
PUD
Buffers
Cluster Development
Solar Facilities
Data Centers
Tiny Homes
Conex Boxes
Minimum Square Footage
Mobile Home Age (Building and Zoning)

Commission Kellum said the priorities for 2024 should be TCO (pages 82-86), PUP (pages 153-163), Solar (pages 172-178), and Subdivisions (pages 192-204), with first priorities being rezoning properties on 360 and PUP.

Ms. Graham recommended holding a work session on the PUP at a later date.

Chairman Sluder said we also need to review the Comprehensive Plan and Land Use Map.

Ms. Graham reviewed the Planning and Staff work plan goals for the period January to June 2024.

Agenda Item 9. New Business

No new business was presented.

Agenda Item 10.a. Director's Report – Existing and Upcoming Projects

Ms. Graham provided an update on projects currently under review.

WAWA
The Orchards Section 1
The Orchards Section 2
McCauley Park Townhomes
Highview Subdivision
McCauley Park Carriage Homes
Starbucks
Pinecrest Apartments and Townhomes
Kennington 2B
Pump Station Upgrade

Ms. Graham provided an update on projects approved in 2023.

Forest Pro
Pla Mor
Southern State
McCauley Park Library Site
Three Daughter Storge Units
Nestle Purina
King William Transfer Station Upgrade

The Upper Mattaponi Tribe CUP was approved by the Board of Supervisors on January 8th and the CUP for Roger and Steve Elliott will be heard at the January 22nd Board of Supervisors meeting. The Planning Commission will hold a public hearing on the ordinance changes on February 6th. Pending resubmittals for Public Hearings include Central Apartments, Kisner Sand and Gravel, 3 Rivers Land Management. Pending submittals include Cornerstone, Dairy Queen, Dunkin Donuts, YMCA, King William Mini Storage, and Henrico Doctors Hospital. Dunkin Donuts will be submitting an application.

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 12. Commissioner Comments

Commissioner Hite thanked everyone that came out and the citizens that came forward to speak. Welcomed Mr. Edwards to the Commission. Looking forward to making progress in updates to the ordinances and thanked Ms. Graham for providing information on the staff goals for 2024.

Commissioner William thanked everyone for coming out and welcomed Mr. Edwards; said it was nice to see participation from the audience; looking forward to 2024 and working out problems to make the County run smoother.

Commissioner Edwards said he is glad to be here; has a lot to learn and get accustomed to how people do things in the County; has good background in business and industry and will polish up on it to be on the Commission, used to being in the field.

Commissioner Kellum welcomed Mr. Edwards and everyone who came out; Sherry and staff for information provided in the reports, it is helpful in providing a snapshot of where we are and where we need to be and how to achieve that goal. Hopes in our first 2024 meeting shows our willingness to move items along quickly; make good progress to get tough items off the plate; move on to other things that need to be addressed and have a positive year.

Chairman Sluder welcomed Mr. Edwards; said he is looking forward to new ideas and his expertise, thanked staff for the reports; said a lot was going on last year and sees a lot to go on in the year ahead; need to shore up ordinances, comp plan, use matrix; have a lot of work ahead of us, need to prioritize and in every meeting and work session move the ball forward and next year will be able to look back and say we had a successful year.

Agenda Item 13. Adjourn or Recess

Commissioner Kellum made a motion to adjourn the meeting, seconded by Commissioner Williams. Chairman Sluder called for any discussion. The members were polled:

Darrell Kellum -Vice Chair	Aye
Bonnie Hite	Aye
Otto Williams	Aye
Ben Edwards	Aye
Mathew Sluder - Chair	Aye

There being no further business, the meeting was adjourned at 7:51 pm.

Mathew Sluder, Chairman

Barbara Trimmer, Commission Secretary