



**KING WILLIAM COUNTY
PLANNING COMMISSION
REGULAR MEETING OF MARCH 4, 2025**

A regular meeting of the Planning Commission of King William County, Virginia, was held on the 4TH day of March 2025, beginning at 6:30 p.m. in the King William County Board Room of the Administration Building and via livestream.

Agenda Item 1. Call to Order

Chairman Sluder called the meeting to order at approximately 6:30 p.m.

Agenda Item 2. Electronic Participation Approval

Not needed.

Agenda Item 3. Roll Call

Darrell Kellum – Vice Chair	Present
Greg Henrich	Present
Otto Williams	Present
Ben Edwards	Absent
Matthew Sluder - Chairman	Present

Also in Attendance:
Stacey Davenport, County Administrator
Joyce Wolfe, Planner I
Ashley Gault, Planning Secretary

Agenda Item 4. Review And Adoption of Meeting Agenda

Chairman Sluder asked if the March 4, 2025 Planning Commission Regular Meeting Agenda had been overlooked for approval of adoption and amended the agenda to include the Pledge of Allegiance and Moment of Silence. Commissioner Williams moved for the motion to approve the adoption of the March 4, 2025 Regular Meeting Agenda with the amendments, Commissioner Henrich seconded the motion. The members were polled:

All were in favor with none opposed.

**APPROVED Minutes of the King William County Planning Commission
Regular Meeting of March 4, 2025**

Adoption of the March 4, 2025, Planning Commission Regular Meeting Agenda with the addition of the Pledge of Allegiance and Moment of Silence was approved.

Agenda Item 5. Approval of Minutes

5a. February 4, 2025, Regular Meeting Minutes

Commissioner Henrich motioned for the approval of the February 4, 2024 Planning Commission Regular Meeting Minutes. Commissioner Williams seconded the motion. The Chairman called for any discussion. With no additional edits, the members were polled:

All were in favor with none opposed.

The February 4, 2025 Planning Commission Regular Meeting Minutes were approved.

6. Public Hearing

6a. Adoption of the Farm Housing Ordinance

Chairman Sluder opened the Public Hearing for the Adoption of the Farm Housing Ordinance. Vice Chairman Kellum began with questions pertaining to the location of the Farm Housing section in the current ordinance and Muni Code updates. The Commissioners and staff decided a restructured ordinance was absolutely necessary and discussed which chapters of Muni Code need updating.

Planner I, Joyce Wolfe presented a PowerPoint presentation reviewing the history of the drafted Farm Housing ordinance sent back from the Board of Supervisors in January 2025 due to minimum acreage requirements and discussed the changes made since their suggestions. Mrs. Wolfe included the proposed revised farm housing ordinance amendment that would permit farm housing as an accessory use on a lot or adjacent lots comprising a bona fide agricultural operation. Adding to Article II of the Ordinance the definition of an agricultural operation and requirements of an affidavit proving acceptable farm usage is applicable on a case-by-case basis.

The Commissioners and staff discussed in depth the feedback from the Board of Supervisors and why recommendations were considered. Chairman Sluder explained after speaking with members of the BoS, he is under the impression they want less restrictions on the requirements for Farm Housing and suggested tabling the vote another 30 days to hear the comments from the Public Hearing, finalize the remaining details and receive feedback from Supervisor Edwards (Absent).

Chairman Sluder opened the Public Hearing for Adoption of the Farm Housing Ordinance.

With no public speakers or additional comments, Chairman Sluder closed the Public Hearing for the Adoption of the Farm Housing Ordinance at approximately 6:41pm and entertained the motion to table the matter for 30 days. Commissioner Henrich made a motion to table the Adoption of the Farm Housing Ordinance for 30 days, Commissioner Williams properly seconded the motion, and a roll call vote was ordered.

Ben Edwards
Darrell Kellum
Greg Henrich
Otto Williams
Matthew Sluder

Not Present
Aye
Aye
Aye
Aye

The motion to table the Adoption of the Farm Housing Ordinance passed by the majority.

6b. Approval of CUP 01-2025; Wainwright ADU

The Public Hearing for Conditional Use Permit 01-2025; Wainwright ADU was appropriately advertised.

Planner I, Joyce Wolfe presented a PowerPoint presentation outlining the details of Mr. Wainwright's request to allow an Accessory Dwelling Unit greater than 800 square feet in the A-C District. Mrs. Wolfe explained that the overall parcel is 6 acres in total, noting the specific area for the CUP is 2.89 acres and that a portion of the surrounding 6 acres is zoned Industrial for the applicant's welding business. Mrs. Wolfe reviewed aerial photos of the property and site plans for the ADU, highlighting that the 2041 COMP Plans calls for Diversified Housing to facilitate and promote safe, quality housing and recommended approval of CUP 01-2025 to the Board of Supervisors with the conditions that the proposed Accessory Dwelling Unit placement and elevation shall be in substantial conformance with the plan provided by the applicant and the maximum size approved for the ADU is 1,216 sq. ft. No expansion to the ADU shall be allowed without an amendment of the Condition Use Permit.

The Commissioners discussed the uniqueness of the property being zoned A-C with a portion zoned Industrial for Mr. Wainwright's welding business. Vice Chair Kellum explained that a section in the Zoning Ordinance allows living quarters in Industrial zone areas, noting other options for housing were available. Vice Chair Kellum and Commissioner Williams detailed their site visits to ensure the property was eligible for the ADU placement and talked with Mr. Wainwright about perc testing and septic requirements. Mr. Wainwright confirmed he indeed plans to build a new system and clarified that AOSE had approved the property to do so.

Other discussions regarding approval procedures with VDOT and VDH were elaborated on. Chairman Sluder considered the planned entrances, right of ways and what driveway would be used. Mr. Wainwright confirmed there was no ditch from the road and the applicant plans to use the existing driveway that circles the parent parcel. Estimating, Vice Chair Kellum suggested that the property has about 150 yards site distance to the left of the entrance and 280 yards to the right.

Chairman Sluder opened the Public Hearing for CUP 01-2025; Wainwright ADU.

Steven Hoy from the 2nd district spoke in support of his neighboring property owner and agreed with the Commissioners about the undeserved fee associated with the CUP and hopes the process will improve in the future.

With no other speakers or public comments, Chairman Sluder closed the Public Hearing for Cup 01-2025; Wainwright ADU at approximately 6:57pm and entertained the motion to recommend approval to the Board of Supervisors.

Commissioner Henrich made the motion to approve the recommendation for approval of CUP 01-2025; Wainwright ADU, properly seconded by Commissioner Williams and Vice Chair Kellum. A roll call vote was ordered as follows:

Darrell Kellum	Aye
Greg Henrich	Aye
Otto Williams	Aye
Ben Edwards	Not Present
Matthew Sluder	Aye

The motion to recommend approval of CUP 01-2025; Wainwright ADU to the Board of Supervisors passed by majority vote.

Agenda Item 8. Unfinished Business

8a. Business Management Site Readiness Initiative

Mrs. Wolfe gave an update on the rezoning initiative along the BMA explaining the applications sent to qualifying landowners and the applicants who had responded. Mrs. Wolfe outlined the updated tentative agenda with procedure information and detailed tax assessment correspondence with the Commissioner of Revenue.

Agenda Item 9. New Business

Mrs. Wolfe informed the Commission of the new permit software the Zoning and Building departments have implemented. Using SmartGov to improve the overall permitting and inspections process, the departments have received significant training and built a customized website to meet the needs of the County specifically, including a user-friendly portal for application submissions.

Agenda Item 10. Staff and/or Special Committee Reports

Agenda Item 11. Adjourn or Recess

Chairman Sluder motioned for adjournment. Commissioner Henrich motioned for adjourning, properly seconded by Commissioner Williams.

All were in favor and none opposed, the March 4, 2025 Regular Planning Commission Meeting adjourned at approximately 7:28pm.

X

Matthew Sluder
Chairman

X

Ashley Gault
Planning Secretary

APPROVED - NOT SIGNED

**APPROVED Minutes of the King William County Planning Commission
Regular Meeting of March 4, 2025**