Virginia: **At the regular meeting of the Chilhowie Planning Commission held Tuesday, July 8, 2025, at 5:30 p.m.**

Present: **David Blevins, Donna Blevins, Jim Bonham, Flave Davis, and Shannon Donnelly.**

Absent: **None.**

Also Present: **Brian Martin, Town Manager/Zoning Administrator; Mrs. Felicia Eller, CMC, Clerk-Treasurer; and David Haynes, Building Inspector.**

Approval of April 8, 2025 Planning Commission Meeting:

Motion by Donna Blevins, second by David Blevins Planning Commission approves the April 08, 2025, meeting minutes. The motion was approved with the following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Shannon Donnelly	Absent		

Special Presentation – Mr. Bill Rush, Berry Enterprise, Potential Housing Project:

Mr. Bill Rush, Berry Enterprise, appeared before the Planning Commission to present a Housing Project. Mr. Tom Bishop owns two acers of land in the Town limits and wants to partner with Mount Rogers Planning District Commission and the Smyth Strong Programs to build 18 Patio Houses. The site will be leveled to all four roads surrounding the lot and contain curb, guttering, and a sidewalk. The houses will be built on a 60x55 concreate pad twenty feet from the street. The houses will have two bedrooms and two bathrooms with approximately 1,200 square feet. The houses will contain a one-car garage with enough parking space in the driveway for two additional cars. The houses will be under the Homeowner Association, which is highly restricted, but affordable. The price of each house is currently unknown. Site engineering is ongoing, working with VDOT and Clegg Williams Smyth County Zoning. The homes will be pretty much cookie cutter style, three colors to choose from for siding, all will have a shingle roof. Same material for counter tops, cabinets, faucets. Nice homes, with walking access, five interested buyers currently, a total of 18 homes. Sidewalks to be on VDOT right of way at VDOT request. Will be meeting with VDOT soon, to discuss Hull Avenue and Walton. Requesting the Town Manager write a letter to VDOT on the 18FT radius in front of the houses in support of the project.

Motion by David Blevins, second by Donna Blevins Planning Commission authorizes the Town Manager to write a letter of support for the proposed entrances for the Berry Enterprise Housing Project. The motion was approved with the following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Shannon Donnelly	Absent		

Review of Communications:

Ms. Chanda Jennins – Branded Image Group New signage for the old Exxon sign. To revamp a new sign, with the new name ARCO, no building permit is required.

Mr. Ron Rudder-Owner of The Realm requested a sign permit. The permit was approved by the Town Manager.

Mr. Steven White-Design Team Sign Company, to revitalize Hardees, paint the building, and a new sign. This revitalization was approved by the Town Manager.

Mr. David Richards- The houses at 132 and 124 Pendleton Avenue are owned by the same owner, but the owner would like to sell 132 Pendleton Avenue and keep 124 Pendleton Avenue. The Town of Chilhowie's Zoning Ordinance requires each lot to have an eighty-foot frontage. If the lots at 132 and 124 Pendleton Avenue were to be subdivided, each lot would need an 18-foot variance. The Board of Zoning Appeals will meet on Tuesday, April 22, 2025, at 7:00 p.m. with the Public Hearing being held. The matter was presented to the Board of Zoning Appeals, a public hearing was held on April 22, 2025, and the Board of Zoning Appeals then voted unanimously to approve a variance for this subdivision to move forward. With that action having been undertaken, you proceeded with the official subdivision of the property, and it is evident to me that the new subdivision/plat is completely in line with your original proposal and in keeping with the intent of the approved variance. The signed plat from the variance was approved.

Motion by Donna Blevins, second by David Bevins, Planning Commission accepts the Zoning permit as presented. The motion was approved with the following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Shannon Donnelly	Absent		

Any other Commission Business:

The Town street map was presented. These are the streets and roads that the Town of Chilhowie maintain.

A list was presented on Building Permits issued from January 01, 2025 – July 08, 2025 a discussion in suite.

Having no further business, upon motion by David Blevins, second by Donna Blevins unanimously passed, the Commission adjourned the meeting at 6:39 p.m.

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Shannon Donnelly	Absent		

Felicia Eller, CMC, Secretary