Virginia: **At the regular meeting of the Chilhowie Planning Commission held Tuesday, January 10, 2023 at 5:30 p.m.**

Present: **David Blevins, Donna Blevins and Jim Bonham.**

Absent: **Jim Paine and Lynn Pease**

Also Present: John E.B. Clark, Jr., Town Manager/Zoning Administrator; David Haynes, Building Official and Marlene Henderson, MMC, Secretary.

Approval of October 11, 2022 Meeting Minutes:

Motion by Donna Blevins, second by David Blevins Planning Commission approves the October 11, 2022 meeting minutes. The motion was approved with following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Jim Paine	Absent
Lynn Pease	Absent		

Election of Chair and Vice Chair:

The election for Chairman and Vice Chairman supersedes the election held during the July 2022 Planning Commission meeting.

Mr. Jim Paine entered the meeting at 5:37 p.m.

Motion by Donna Blevins, second by Jim Paine Planning Commission nominates Jim Bonham to serve as Chairman to the Planning Commission. The motion was approved with following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Jim Paine	Aye
Lynn Pease	Absent		

Motion by David Blevins, second by Donna Blevins Planning Commission nominates Jim Paine to serve as Vice Chairman to the Planning Commission. The motion was approved with following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Jim Paine	Aye
Lynn Pease	Absent		

Review of Communication:

Mr. J.B. Bonham III, requested a lot to be subdivided. The lot that was subdivided remained over 15,000 square feet that meets Ordinance requirements. Mr. Bonham is currently working on the house, fence and obtaining a new power line to an auxiliary building.

Ms. Maria Caudill submitted a inquiry for a possible Bed and Breakfast at 242 Aker Avenue. Mr. Clark reviewed the permitted uses stated in the Zoning Ordinance that was submitted to Ms. Caudill.

Any Other Commission Business:

Mr. Clark reviewed the Loman's property status on Sulphur Springs Road. The Town boarded up the property prior to Thanksgiving and is in the process of placing a lien against the property.

The Town is currently working with a property owner in the west end of Town area concerning the cleanup of a mobile home that burned.

Mr. Bonham inquired if there has been any interest expressed for Pathway Park located in the west end of Town. Mr. Clark stated there have been a couple of general inquiries from Smyth County concerning water and sewer rates for the area.

Mr. Bonham inquired about the status of the Dog Park. Mr. Clark reported the fence is installed and a sunshade is being reviewed to order and be installed. The water line is slated to be installed this spring. Signage was also discussed.

Mr. Clark reported on the status of the Splash Pad. Bid advertisement is scheduled for February 2023 with construction to begin as early as April 2023.

Mr. Clark reported on the status of the Phase II East Lee Highway Sidewalk project. The Contractor's Notice to Proceed will be issued by the first of March 2023.

Having no further business, upon motion by Donna Blevins, second by David Blevins unanimously passed, the Commission adjourned the meeting at 6:10 p.m.

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Marlene Henderson, MMC, Secretary