Virginia: **At the regular meeting of the Chilhowie Planning Commission held Tuesday, October 8, 2024 at 5:30 p.m.**

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

Absent: **Flave Davis**

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

Approval of July 9, 2024 and August 8, 2024 Planning Commission Meeting:

Motion by Jim Paine, second by David Blevins Planning Commission approves the July 9, 2024 meeting minutes. The motion was approved with the following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Jim Paine	Aye		

Motion by Jim Paine, second by David Blevins Planning Commission approves the August 8, 2024 meeting minutes. The motion was approved with the following recorded vote:

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Jim Paine	Aye		

Review of Communications:

Mr. Paul F. Farris, Jr., 1437 Old Stage Road, applied for a Zoning Permit for a one-story structure located on Old Stage Road, Tax Parcel 53-03-9. The Zoning Permit was reviewed, no issues were found.

Mr. Brian Williams, 699 Fox Valley Road, applied for a Zoning Permit for building a small house at 136 Eller Avenue. The Zoning Permit was reviewed. The proposed house would be built over the Town's main sewer line. The Town has worked with Contractors and the Public Works Department to find a solution. It has been suggested to Mr. Williams to reduce the size of the house by one to two feet on each side.

Discussion of Streets and Roadways

Towns with more than 3,500 in population maintain their own roads and receive money from the Virginia Department of Transportation to do so. Typically, with Towns with less than 3,500 population the streets are maintained by the Virginia Department of Transportation. The Town of Chilhowie maintains fifteen streets during inclement weather. Mr. Martin worked with Mount Rogers Planning District Commission to develop a map that shows which streets the Town maintains, and which streets the Virginia Department of Transportation maintains.

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

David Blevins	Aye	Donna Blevins	Aye
Jim Bonham	Aye	Flave Davis	Absent
Jim Paine	Aye		

Review of Comprehensive Plan Rewrite:

The Planning Commission was presented a corrected copy of the Comprehensive Plan rewrite to review. The Planning Commission will meet on Tuesday, November 12, 2024, with Mr. Jordan Powers, Mount Rogers Planning District Commission, to make final edits. Once all edits are complete the Planning Commission will hold a Joint Public Hearing with Council.

Mr. Bonham suggested adding a closing summary to the Comprehensive Plan to highlight what the Comprehensive Plan is about. A discussion ensued.

Having no further business, upon motion by Jim Paine, second by Donna Blevins unanimously passed, the Commission adjourned the meeting at 6:00 p.m.

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Felicia Eller, CMC, Secretary