Virginia: **At the regular meeting of the Chilhowie Planning Commission held Tuesday, November 12, 2024 at 5:30 p.m.**

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

Absent: **None.**

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

Review of Comprehensive Plan:

Mr. John Clark, Administrative Consultant, was requested to be involved with the Comprehensive Plan due to being the Town Manager for most of the Rewrite of the Comprehensive Plan process. Mr. Clark reviewed the edits with Planning Commission and Mr. Jordan Powers, Mount Rogers Planning District. Some of the edits included shifting two paragraphs around on page 11 of the Comprehensive Plan to allow the context to flow better. Mr. Clark recommended adding the paragraph that is listed on the Town's Facebook History as the last paragraph on page 11 of the Comprehensive Plan.

Under Community Facilities and Public Service Goal it was recommended to insert Strategy 1.4 – Continually Monitor Wholesale Water Sales to Smyth County at the Apple Valley and Fox Valley Meters. On page 17 of the Comprehensive Plan change Strategy 2.1 to Continue to Push Forward System Wide $4,000,000 Infiltration and Inflow Relining set to be completed in 2025. Strategy 2.4 should be inserted to say Continue to Monitor and Maintain County Sewer Meter at Packing House Road Monitoring Hundreds of County Customers, plus billing off Route 107. Strategy 3.6 needs to be added to state Continue Funding 20 Year Five Hydrant Replacement Project and Implementing same at $1 per 2,500 customers. Under Transportation Goal Strategy 1.4 add Safe Pedestrian Access. Mr. Martin suggested adding the draining pipe at Berry's as Strategy 1.5.

On page 45 of the Comprehensive Plan change Emory and Henry College to Emory and Henry University. The Barter Players no longer come to the Chilhowie High School Auditorium during the month of February, so that sentence needs to be removed. It was suggested to add, "Approximately 86% of calls are EMS and 14% Fire" under the Fire/EMS Protection section. It was also suggested to add the statement, "The Town's Insurance Services (ISO) is a 3, the lowest in Southwest Virginia under the Fire/EMS Protection section. Mr. Clark suggested to add, "The Town has an agreement between all fire companies in Smyth County and Saltville and Marion showing Primary and Automatic Aid area. The Agreement was reached in June of 2023" to the Fire/EMS Protection section. It was also suggested to add, "The Town, and Marion, have an Emergency Medical Service Agreement with Smyth County signed in August of 2023. The agreement basically reimburses the Towns 100% for any EMS expenses above reimbursement for EMS operations" under the Fire/EMS Protection section. Table 64: Fire/EMS Personnel Equipment was updated to reflect the current numbers.

Under the Law Enforcement section, it was suggested to change the introduction to, "The primary law enforcement agency for Chilhowie is the Chilhowie Police Department. It is professionally

staffed and equipped. Backup enforcement is provided by the Smyth County Sheriff's Department and the Virginia State Police. Advance training is emphasized." The Virginia State Police was suggested to be added to Table 6-5: Local Law Enforcement in Smyth County. In the Chilhowie Police Department Mission Statement, it was suggested to change the word "play" to "visit".

Under Table 6-6: Water Tank Capacity, Mr. Clark recommended to add the following, "The Town of Chilhowie completed a $250,000 service line inventory of all its connections in October 2023, as required by the Environment Protection Agency and the Virginia Department of Health. The Town has pending for the start of 2026 a $6,000,000 Chilhowie to Seven Mile Ford Water Line Replacement Project and a system wide meter replacement project. The Funding will be about 60% principal forgiveness from the Department of Health and 40% loan with no interest."

Mr. Clark suggested to add, "The $4,000,000Infilitration and Inflow is scheduled to be completed in 2025 should have a substantial impact on costs and aging of equipment" to the Town of Chilhowie Facilities. Under the Solid Waste Disposal Section, it was suggested to add "Green for Life (GFL) currently picks up solid waste one day per week." On Figure 7-2 Town Maintained Roads, Mr. Clark suggested adding a disclaimer to Sky View Drive (Extension), Clairmont Heights (Extension), and Echo Lane. The Disclaimer should state before any major improvements are made to these streets, research needs to be done on whether they are private right of way or belong to the Virginia Department of Transportation. Mr. Clark updated the 2023-2024 Meals Tax Collections to $865,262.40. It was suggested to add Deer Valley Park Narrative under the Economic Development Opportunities.

Motion by Donna Blevins, second by Jim Paine Planning Commission approves to incorporate the changes in the Comprehensive Plan. The motion was approved with the following recorded vote:

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

Mr. David Blevins reported on page 52 under Water Supply and Treatment the quotation marks for the one to twelve in diameter are in the wrong place. Mr. Blevins also recommended adding what three Towns own and operate wastewater treatment plants in Smyth County under the Sewer Facilities. Mr. Jim Bonham suggested having some of the major points in the Executive Summary.

Motion by Donna Blevins, second by David Blevins Planning Commission approves the Planning Commission to meet Tuesday, December 10, 2024, to review the Final version of the Comprehensive Plan and schedule a Joint Public Hearing with Council to be held in January 2025. The motion was approved with the following recorded vote:

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

Any Other Commission Business:

Mr. and Mrs. Blevins' term expires on December 31, 2024, they have graciously stated they would love to be reappointed another four years. Mr. Jim Paine has submitted his resignation to the

Planning Commission. The Planning Commission is seeking an individual that would like to fill Mr. Paine's vacancy. Mr. Paine's term does not end until December 31, 2027. The Planning Commission would like to extend an invitation to Council to allow a Council member to join the Planning Commission.

Motion by Jim Paine, second by Donna Blevins Planning Commission requests an appointment from Council members to serve on the Planning Commission. If there is no interest advertise on Facebook and marquee. The motion was approved with the following recorded vote:

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

Having no further business, upon motion by Flave Davis, second by David Blevins unanimously passed, the Commission adjourned the meeting at 6:44 p.m.

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Felicia Eller, CMC, Secretary