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

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

Absent: **Flave Davis**

Also Present: John E.B. Clark, Jr., Town Manager/Zoning Administrator; David Haynes, Building Inspector and Felicia Eller, CMC, Secretary.

Review of Comprehensive Plan:

Mr. Jordan Powers, Mount Rogers Planning Commission, made minor changes such as combining the Introduction and Purpose section of the Comprehensive Plan, recreating the Introduction Chapter of the Comprehensive Plan.

Mr. Flave Davis entered the meeting at 5:35 p.m.

Mr. Powers reviewed the Planning Chapter and verified the information was accurate and up to date. The Town History portion of the Comprehensive Plan was reviewed. The Climate section is also in the Hazardous Mitigation Plan, Mr. Powers added several references to the Hazardous Mitigation Plan. The Legal Status of the Comprehensive Plan has been updated to reflect the correct Code of Virginia. Mr. Bonham recommended to move the Legal Status of the Comprehensive Plan to follow the Introduction Purpose Chapter.

There were little change made to the Town Government chapter. Mr. Powers restructured Figure 9-1: Organizational Chart of Mayor and Town Council and Figure 9-2: Town's Classification Chart of Operations as of February 1, 2024. After discussion of Figure 9-1 and 9-2, the Planning Commission will change the name of Figure 9-1 to Political Subdivisions to allow a better understanding of what the chart is representing.

Mr. Powers will compile the Planning Commission's S.W.O.T. analysis and review during the next meeting. The next step to rewrite the Comprehensive Plan is land mapping, Mr. Powers along with the GIS Director, Mount Rogers Planning District Commission, will ride through Town and update usages and the mapping for the GIS System.

Land Use Education Program:

The Virginia Commonwealth University offers a certified Planning Commission course. The Land Use Education Program course is offered online and in person for any Planning Commissioner that is interested in becoming a Certified Planning Commissioner. Any Planning Commissioner who would like to attend should notify Mrs. Felicia Eller immediately, classes begin in March.

Any Other Commission Business:

The Apple Festival Committee has been clearing a lot on Sulphur Springs Road to build a metal storage building. The Apple Festival Committee must obtain a Special Conditional Use Permit to build the storage building. The storage building will meet all setbacks. There will be a Joint Public Hearing with Council on Thursday, March 14, 2024 to discuss the Special Use Permit. A notice of the joint public hearing will be certified mailed to each adjoining property owner.

Mr. Bonham stated there is an accessory building located on Old Stage Road that requires attention.

Having no further business, upon motion by Jim Paine, second by Donna Blevins unanimously passed, the Commission adjourned the meeting at 6:29 p.m.

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Felicia Eller, CMC, Secretary