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

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

Absent: **Jim Paine**

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

Procedure on the Conditional (Special) Use Permit Public Hearing:

The Chilhowie Community Apple Festival has petitioned to place a storage building on Sulphur Springs Road at Tax Parcel 53-A-54A. The Planning Commission reviewed the Zoning Permit and the plat of where the storage building will be located. The storage building will be enclosed and used to hold monthly Apple Festival Committee meetings and for storage of the floats and decorations for the Apple Festival. The Conditional (Special) Use Permit will be advertised in the Smyth County Newspaper on March 2 and March 9, 2024. Certified letters alerting property owners of the Public Hearing for the Conditional (Special) Use Permit certified mailed to each neighboring property owner. The Town will only charge the Chilhowie Community Apple Festival Committee for the ad in the newspaper and the certified mailing. The Planning Commission will make a recommendation to Council at the Joint Public Hearing on March 28, 2024. A discussion ensued about the Conditional (Special) Use Permit Public Hearing.

Review of Comprehensive Plan:

Mr. Jordan Powers, Mount Rogers Planning Commission, reviewed Chapter 3, Population. Mr. Powers updated the population numbers using 2020 Census information, and updated the Age and Sex Distribution section to include gender. Chapter 5, Land Use, of the Comprehensive Plan was reviewed with Planning Commission. Mr. Powers and the GIS Director drove through Town and mapped how land is used within the corporate and planning boundaries of the Town. The Existing Land Use Classifications, Enterprise Zone Map and Floodplain, Slope, and Watersheds Maps were updated to reflect the newest data. Mr. Bonham recommended to add information for the Enterprise Zone Map.

Mr. Powers will compile the Planning Commission's S.W.O.T. analysis and review at the next meeting. The next steps for the rewrite of the Comprehensive Plan are the Housing and Economy Chapters.

Any Other Commission Business:

Mrs. Eller reported the Land Use Education Program offered at Virginia Commonwealth University is full for March 2024. Planning Commission will be alerted when the next class is available for anyone that would like to attend.

Downtown Merchants are inquiring with the United States Postal Office requesting a postal box in the Downtown area.

Having no further business, upon motion by David Blevins, second by Donna Blevins unanimously passed, the Commission adjourned the meeting at 6:35 p.m.

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Felicia Eller, CMC, Secretary