Virginia: **At the regular meeting of the Chilhowie Planning Commission held Tuesday, April 4, 2023 at 5:30 p.m.**

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

Absent: **Lynn Pease.**

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

Approval of January 10, 2023 Meeting Minutes:

Motion by Donna Blevins, second by David Blevins Planning Commission approves the January 10, 2023 meeting minutes. 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 Communications:

Mr. Clark reported he approved a division of the Pathway Park property. The property was transferred to a newly created Pathway Regional Industrial Facilities Authority. The Smyth County Economics Development Authority transferred 68.92 acres to the Pathway Regional Industrial Facilities Authority but kept .34 acres. The .34 acres contains a well that is rated several hundred gallons a minute. The water can be used for nonpotable purposes and makes the site more marketable.

Planning Commission Meeting Dates:

The Planning Commission currently meets the first Tuesday of the first month of each quarter. Due to conflicting schedules a Planning Commissioner cannot attend the meetings scheduled for these days. Planning Commission will begin meeting the second Tuesday of the first month of each quarter beginning July 11, 2023.

Motion by Donna Blevins, second by David Blevins Planning Commission will meet the second Tuesday of the first month of each quarter and as needed. The motion was approved with following recorded vote:

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

Revision of Comprehensive Plan:

The Comprehensive Plan must be revised every five years. The last revision was completed with assistance from Mount Rogers Planning District Commission in 2018. Mr. Clark has contacted Mount Rogers Planning District Commission requesting assistance with the 2023 revision of the

Comprehensive Plan. Mr. Clark is also budgeting $17,500 for the revision of the Comprehensive Plan. Mr. Gavin Blevins, Proctor for Mount Rogers Planning District, serves as a Planner and he will be assisting with the upcoming revision. The Planning Commission will begin to meet with Mr. Blevins Fall 2023.

Any Other Commission Business:

Mr. Bonham discussed the Planning Commission By-Laws that were adopted April 1972. Mrs. Blevins inquired if the By-Laws should be revised.

Mr. Clark reviewed the status of the Sidewalk Project stating it is well underway. Bids for the Splash Pad are due at 2:00 p.m. Thursday, April 6, 2023. The Dog Park is almost complete, a shade canopy has been ordered and the Public Works Department will supply water to the facility in the near future.

Having no further business, upon motion by Jim Paine, second by David Blevins unanimously passed, the Commission adjourned the meeting at 6:05 p.m.

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Felicia Eller, CMC, Secretary