

The Smithfield Planning Commission held its regular meeting on Tuesday, September 8<sup>th</sup>, 2015. The meeting was called to order at 6:30 p.m. Members present were Mr. Bill Davidson, Chairman; Ms. Julia Hillegass, Vice Chair; Mr. Charles Bryan, Mr. Mike Swecker, Mr. Randy Pack, Dr. Thomas Pope, and Mr. Michael Torrey. The staff member present was Mr. William G. Saunders IV, Planning and Zoning Administrator. There were no (0) citizens present.

Chairman Davidson – I would like to welcome everyone to the September 8<sup>th</sup>, 2015 Planning Commission meeting. If everyone will please stand, we will say the Pledge of Allegiance.

*Everyone present stood and recited the Pledge of Allegiance.*

Chairman Davidson – The first item tonight is the Planning and Zoning Administrator's Activity Report.

Planning and Zoning Administrator – Thank you, Chairman. You are well aware that Cary and Main Subdivision rezoning came before the Planning Commission at the last meeting and forwarded to the Town Council. A briefing was given to the Town Council at their Committee meeting at the end of August to make them aware of the procedural issues and activities that took place at the Planning Commission. They have set a public hearing for their November 3<sup>rd</sup> meeting. There will probably be a presentation at their committee meeting in October. The O'Reilly Auto Parts has finally gotten through the permitting stage. They are currently breaking ground adjacent to Advance Auto Parts. Thank you.

Chairman Davidson – The next item is Upcoming Meetings and Activities. On September 15<sup>th</sup> at 6:30 p.m. we will have the Board of Historic and Architectural meeting. The Board of Zoning Appeals meeting for September 15<sup>th</sup> has been cancelled. The Town Council Committee meetings will be held on September 28<sup>th</sup> and 29<sup>th</sup> at 4:00 p.m. The next Town Council meeting will be on October 7<sup>th</sup> at 7:30 p.m. Town offices will be closed on October 12<sup>th</sup> in observance of Columbus Day. Our next Planning Commission meeting will be on October 13<sup>th</sup> at 6:30 p.m. The next item on the agenda is Public Comments. The public is invited to speak on any matters except scheduled public hearings. We do not have anyone to speak tonight. The next item is Planning Commission Comments. Does anyone have any comments? Hearing none, we will

move to Preliminary & Final Plan Review – Cypress Creek Phase VII B&C – Steven Romeo, VHB, applicant. Could we have a staff report please?

Planning and Zoning Administrator – Thank you, Chairman. This phase of Cypress Creek Subdivision has been under review. Currently the town has no further comments. There are a few minor stormwater management comments with Isle of Wight County. None of those comments should require any substantial redesign of the subdivision to satisfy those. If you approve it tonight, I would recommend the motion be based on the fact that a few minor outstanding stormwater management comments will be handled administratively. This phase adds forty-two lots to the Cypress Creek Subdivision and makes use of the newly extended and connected Cypress Creek Parkway.

Chairman Davidson – Would the applicants like to speak?

Mr. Romeo – My name is Steve Romeo with VHB. I live in Williamsburg. I have no comments but will be happy to answer any questions that you may have.

Chairman Davidson – Does anyone have any questions of the applicant? Hearing none, I assume you have all looked at the plans. There are no surprises here. If there are no questions, I would entertain a motion.

Vice Chair Hillegass – I would like to make a motion to approve as presented with the minor stormwater issues to be worked out administratively.

Councilman Pack – Second.

Chairman Davidson – A motion has been made and properly seconded that we approve the subdivision plan review with minor stormwater issues to be worked out administratively. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Mr. Bryan voted aye, Chairman Davidson voted aye, Vice Chair Hillegass voted aye, Mr. Pack voted aye, Dr. Pope voted aye, Mr. Swecker voted aye, and Mr. Torrey voted aye. There no votes against the motion. The motion passed.

Chairman Davidson – Our next item is Approval of the August 11<sup>th</sup>, 2015 Meeting Minutes.

Planning and Zoning Administrator – Mr. Chairman, I have reviewed the minutes and I would recommend they be approved with a few minor revisions.

Councilman Pack – So moved.

Vice Chair Hillegass – Second.

Chairman Davidson – A motion has been made and properly seconded that we approve the minutes with minor revisions. All those in favor say aye, opposed say nay.

On call for the vote, seven members were present. Mr. Bryan voted aye, Chairman Davidson voted aye, Vice Chair Hillegass voted aye, Mr. Pack voted aye, Dr. Pope voted aye, Mr. Swecker voted aye, and Mr. Torrey voted aye. There no votes against the motion. The motion passed.

Chairman Davidson – If there is no further business, we are adjourned. The meeting adjourned at 6:35 p.m.

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Mr. Bill Davidson  
Chairman

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William G. Saunders, IV  
Planning and Zoning Administrator