

PLANNING COMMISSION
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
October 22, 2019

A meeting of the Berryville Planning Commission was held on Tuesday, October 22, 2019 at 7:30 p.m. at the Berryville-Clarke County Government Center in Berryville.

ATTENDANCE: Members of the Planning Commission present: Doug Shaffer, Chair; Kim Kemp, Vice Chair; Dale Barton; Gwen Malone; Michelle Marino; Sheryl Reid; William Steinmetz; Deb Zimmerman

Absent: Krish Mathur

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Others present: Dave Boeing, Dewberry

Press present: None

CALL TO ORDER

Chair Shaffer called the meeting to order at 7:30pm.

APPROVAL OF AGENDA

Ms. Zimmerman made the motion to approve the agenda as presented, seconded by Ms. Malone, the agenda was approved by voice vote.

APPROVAL OF MINUTES

Ms. Barton noted an error in the attendance roster. Ms. Reid moved to approve the minutes of the August 27, 2019 Planning Commission meeting as amended, seconded by Ms. Malone. The motion passed by voice vote.

REGULAR SESSION

Citizen's Forum

Chair Shaffer asked if anyone wished to speak. There were no speakers.

NEW BUSINESS

Set Public Hearing – Final Plat Fellowship Square

Ms. Dunkle described the request and general information about the subdivision. She said the original submission in 2005 included 63 lots adding that the proposed yield is now 50 lots. She said the developer has chosen a cluster design which allows for smaller lots and greater design flexibility. She described the transportation network including the construction of Fairfax Street, street names,

and the conditions of existing Fairfax Street. Ms. Dunkle noted concerns by Town staff on maintenance of storm water facilities identified as conservation areas due to the lack of maintenance permitted by DEQ in these areas. She said the applicant redesigned the storm water facility adjacent to Fairfax Street which removed the need for the conservation area.

There was a general discussion about process. There were no additional questions from Planning Commissioners.

Ms. Dunkle said that due to the Thanksgiving holiday, she had reserved the meeting room for the week before the regular meeting should Commissioners wish to modify the schedule. By consensus the meeting date was moved up by one week.

There being no further discussion, Ms. Reid made the motion to move the meeting date to Tuesday, November 19, 2019 at 7:30pm, seconded by Ms. Malone, the motion passed by voice vote.

PLANNING AND ZONING UPDATE

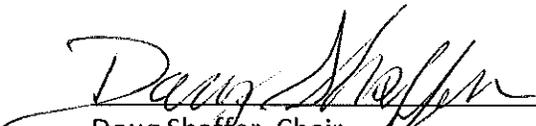
There was no additional update.

OTHER

There was no other business.

Adjourn

There being no further business, Vice Chair Kemp made a motion to adjourn the meeting, seconded by Ms. Zimmerman, the motion passed by voice vote at 7:50pm.



Doug Shaffer, Chair



Christy Dunkle, Recording Secretary