CHILHOWIE PLANNING COMMISSION
AGENDA
Tuesday, January 7, 2019
5:30 P.M.

1. Roll Call

2. Approval of Minutes of October 1, 2019

3. Review of Communications

4. Any Other Commission Business

5. Adjournment
Virginia: At the regular meeting of the Chilhowie Planning Commission held Tuesday, October 1, 2019 at 5:30 p.m.

Present: Donna Blevins, Jim Bonham, Josh Lewis, Jim Paine and Lynn Pease.

Absent: None.

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

Approval of Minutes:

Upon motion of Donna Blevins, second by Jim Paine the Planning Commission approves the June 4, 2019 and June 17, 2019 meeting minutes. The motion was approved with following recorded vote:

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<th>Aye</th>
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<td>Donna Blevins</td>
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<td>Jim Bonham</td>
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<td>Josh Lewis</td>
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<td>Lynn Pease</td>
<td>Aye</td>
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Review of Communications:

The Planning Commission reviewed the Zoning Permits issued to Chris Farmer for 216 Pendleton Avenue, Jaima Mobley for 344 West Avenue, Brian Williams for North Sanders Avenue, Chilhowie High School for 1160 East Lee Highway and William Eugene Martin III for 304 Sanders Avenue. The Planning Commission also reviewed a Request for Zoning Verification Letter from Millman National Land Services for Valley Health Care; which was completed by John Clark, Jr., Zoning Administrator and Randy Sturgill, Building Official. No issues were found.

Any Other Commission Business:

Jim Bonham, Planning Commissioner, introduced Jason Czelusniak to the Planning Commission. Mr. Czelusniak lives in the Town of Chilhowie and is married to Whitney Bonham Czelusniak. While in college Mr. Czelusniak was an undergrad in planning work. Mr. Bonham stated that if an opening were to become available on the Planning Commission Mr. Czelusniak is willing to serve.

The Planning Commission also discussed the resignation of Curtis Rhea who recently resigned from the Smyth County Board of Supervisors. The Smyth County Board of Supervisors is allowed to appoint a person to the unfilled seat until a Special Election is held to fill the seat for the remainder of the term.

The next Planning Commission quarterly meeting is scheduled for Tuesday, January 7, 2020 at 5:30 p.m.
Having no further business, upon motion by Jim Bonham, second by Donna Blevins unanimously passed, the Commission adjourned the meeting at 6:25 p.m.

Felicia Eller, Secretary
Hello! I left you a message but thought I’d send you and email also. I need a zoning verification letter for the Motel 6 located at 108 River Road there in Chilhowie VA. Please provide the following if available:

What is the zoning classification code?
Are hotels acceptable in this area?
Are there any special use permits?
What are the set-back requirements?

Your letter via email is acceptable. If this property is not in your jurisdiction or if you need further information, please let me know. Thanks so much for your help!
October 18, 2019

Ms. Nancy Hester, Executive Assistant
PMC Commercial Trust
17950 Preston Road, Suite 600
Dallas, Texas 75252

Dear Ms. Hester:

In response to your email of October 16 for Motel 6 on 108 River Road, below are my answers to your questions regarding the zoning of the property:

the zoning classification is B-2 General Business;
hotels and motels are a permitted use in that zone;
special uses are allowed in the zone, but not required of a hotel or motel;
setback requirements are ten feet from any street right-of-way.

For further information you can access the Town’s zoning ordinance under www.chilhowie.org by finding “Information” under the horizontal bar, then “Zoning Ordinance”, then 3.3 “Business-General (B-2) District” on page 9.

Please call on me if I can be of further information.

Sincerely,

John E. B. Clark, Jr.
Town Manager

Cc: Ms. Felicia Eller, Planning Commission Clerk