

TOWN OF BOWLING GREEN

PLANNING COMMISSION MEETING

MINUTES

1-24-11

MEMBERS PRESENT: Chairman Martin Hauser, Chad Webb, Jean Davis, Matt Rowe, Johnson Coleman, and Armando Flores

MEMBERS ABSENT: Gene Self.

OTHERS PRESENT: Town Manager/Zoning Administrator (ZA) Stephen Manster and Town Treasurer Kathy McVay.

The Chairman called the meeting to order at 7:00 P.M.

ELECTION OF OFFICERS: **On motion by Davis, seconded by Webb, the Planning Commission voted to elect Martin Hauser as Chairman of the Planning Commission for 2011. Voting Aye: Webb, Davis, Coleman, Flores, and Rowe. Abstain: Hauser.**

On motion by Webb, seconded by Davis, the Planning Commission voted to elect Matt Rowe as Vice-Chairman of the Planning Commission for 2011. Voting Aye: Hauser, Webb, Davis, Coleman, and Flores. Abstain: Rowe.

MINUTES – NOVEMBER 20, 2010 MEETING: **On motion by Rowe, seconded by Hauser, the Planning Commission voted to approve the minutes of November 20, 2010 as written. Voting Aye: Hauser, Webb, Davis, Coleman, and Rowe. Abstain: Flores.**

ZONING ADMINISTRATOR’S REPORT -

Capital Improvement Program - The ZA stated the Planning Commission had previously discussed projects for consideration in the Capital Improvement Plan for the Town. He stated that a process has been developed and a worksheet has been created that will standardize the presentation for each project presentation that also includes a cost estimate. He stated that Public Works Director William Stanley presented at the last meeting five projects related to the water and sewer system. The ZA passed out those sheets to the Planning Commission and copies of the presentations are attached to these minutes as Attachment A. The ZA stated that each project is described in the “Submission and Review Document” for the Planning Commission’s consideration and each project will be prioritized for the CIP Plan and for Town Council’s consideration. Hauser asked if there would be more water and sewer projects for consideration and the ZA stated that there would be

Chairman _____

Clerk _____

more. Hauser asked when the Planning Commission would receive the complete list and the ZA stated that the list should be available at the next meeting. Webb asked about the possibility of coordinating possible utility projects with VDOT road upgrades. The ZA responded that would be done.

Town Council Committee Reports - No reports

INFORMATIONAL ITEMS:

Bowling Green Town Council Representative's Report - A copy of the report is attached to these minutes as Attachment B.

Metrocast - The ZA stated that there had been some issues with the cable programming available through Metrocast and the General Manager has been invited to attend the March meeting of the Bowling Green Town Council. The ZA stated that if anyone was having trouble with their cable programming to please contact him.

Minor Subdivision Plat – Northview Properties - The ZA stated that he had received today a plat for a Minor Subdivision on A.P. Hill Boulevard. The subdivision would create a lot that would be conveyed to the Town of Bowling Green for a pump station which includes both permanent and temporary easements. This pump station is part of the Route 301 water and sewer expansion project planned on A.P. Hill Boulevard. He stated that the project is progressing. He stated that the Town had received approval from DEQ to construct and VDOT had completed its review of the project also. He stated that the Health Department review is expected by the end of the week. He stated that staff will be reviewing the plat and it will be placed on next month's Planning Commission agenda. Coleman asked if the Town would be purchasing the property and the ZA stated that he hoped that it would not be required.

George Washington Regional Commission (GWRC) – Regional Home Performance with Energy Star Program - The ZA stated the GWRC had received a \$1 million grant through the Regional Home Performance with Energy Start Program to assist local homeowners with energy efficient programs. The ZA stated that a meeting was scheduled for February 2, 2011 from 7-8:30 P.M. at the Bowling Green Town Hall. The meeting would be an opportunity for individuals to attend as a focus group and learn more about eligibility and other proposed elements of the project. The membership of the focus group would then provide comments on a proposed program. Participants would be asked to provide input into development or marketing programs for the project.

ADJOURNMENT: On motion by Rowe, seconded by Flores, the Planning Commission voted to adjourn at 7:39 P.M. Voting Aye: Hauser, Webb, Davis, Rowe, Coleman, and Flores.

Chairman _____

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