

**MINUTES OF THE PLANNING COMMISSION MEETING**  
**Wednesday, January 17, 2018**  
**City Council Chambers**  
**2400 Washington Avenue**  
**Newport News, Virginia**

**PRESENT:** Mark W. Mulvaney, Chairman; Daniel L. Simmons, Jr., Vice-Chairman; Willard G. Maxwell, Jr.; Sharyn L. Fox; Zachary E. Wittkamp; Michael F. Carpenter; Katie Stodghill; Elizabeth W. Willis; N. Steve Groce; (Staff: Sheila McAllister, Director of Planning; Claudia Cotton, Manager of Current Planning; Flora Chioros, Planning Coordinator; Johnnie Davis, Planner; Jonathan Herman, Landscape Planner; Lynn Spratley, Deputy City Attorney; Christine Mignogna, Zoning Administrator)

**ABSENT:** None

**CALL TO ORDER**

Deputy City Attorney Lynn Spratley called the meeting to order at 2:00 P.M.

Mr. Mulvaney read the Planning Commission's purpose as stated in Section 15.2-2210 of the Code of Virginia. He made a motion to adopt the agenda before the Planning Commission. Ms. Fox seconded the motion. The City Planning Commission voted to adopt the agenda by acclamation.

**INVOCATION**

Dr. Maxwell presented the invocation.

**ELECTION OF OFFICERS**

Ms. Spratley presided over the meeting and opened the floor for the nomination of Chairman for the Planning Commission. Mr. Carpenter made a motion to nominate Mr. Mulvaney as Chairman. Mr. Simmons seconded the motion. There being no other nominations, the nominations were closed. Ms. Spratley called for a vote for the position of Chairman.

**Vote on Roll Call**

**For:** Maxwell, Fox, Wittkamp, Carpenter, Mulvaney, Simmons, Stodghill, Willis, Groce

**Against:** None

**Abstention:** None

The City Planning Commission voted unanimously (9:0) to elect Mr. Mulvaney to the position of Chairman.

After being elected Chairman, Mr. Mulvaney presided over the meeting. He thanked his fellow commissioners for electing him Chair for a second year. Mr. Mulvaney opened the floor for the nomination of Vice-Chairman. Ms. Willis made a motion to nominate Mr. Simmons as Vice-Chairman. Ms. Fox seconded the motion. There being no other nominations, the nominations were closed. Mr. Mulvaney called for a vote for the position of Vice-Chairman.

**Vote on Roll Call**

**For:** Fox, Wittkamp, Carpenter, Simmons, Stodghill, Willis, Groce, Maxwell, Mulvaney

**Against:** None

**Abstention:** None

The City Planning Commission voted unanimously (9:0) to elect Mr. Simmons to the position of Vice-Chairman.

**MINUTES**

The minutes of the December 6, 2017 public hearing and December 13, 2017 work session were approved as presented.

**EXECUTIVE SECRETARY REPORT**

Ms. McAllister congratulated Mr. Mulvaney and Mr. Simmons on their appointments as Chairman and Vice-Chairman.

Ms. McAllister stated originally we had scheduled a work session on the comprehensive plan immediately following our meeting, but due to inclement weather we have decided to reschedule the meeting. She stated the earliest we can reschedule it on a regularly scheduled meeting date is February 21, 2018. Ms. Fox asked if we have a definite date for the finalization of the comprehensive plan. Ms. McAllister stated no, everything is tentative.

Mr. Wittkamp made a motion to reschedule the comprehensive plan work session to February 21, 2018. The motion was seconded by Mr. Simmons. The Planning Commission voted by acclamation.

Ms. McAllister stated the February 7, 2018 public hearing will include a rezoning, two conditional use permits and a special exception for redevelopment of the southeast corner of Jefferson Avenue and Harpersville Road into a convenience store with gas pumps, car wash and laundromat. She stated we will also hear a rezoning on Ivy Avenue at 9<sup>th</sup> Street for Newport News Redevelopment and Housing Authority to develop an office and community building for Lassiter Courts and a conditional use permit for an electronic display sign for a church at 1024 Harpersville Road.

**COMMITTEE REPORTS**


Mr. Carpenter stated we had a very successful Regulations Committee meeting today having to do with modifications of our regulations for the Chesapeake Bay Preservation Act. He stated that will be coming to Planning Commission in March 2018. Mr. Carpenter stated the modifications had to do with items that were recommended by the Virginia Department of Environmental Quality.

**NEW BUSINESS**

Mr. Mulvaney welcomed Ms. Katie Stodghill to the Planning Commission.

There being no further business, the meeting adjourned at 4:09 P.M.

  
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Recording Secretary

  
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Executive Secretary