

**MINUTES OF THE MEETING OF THE ISLE OF WIGHT COUNTY
PLANNING COMMISSION HELD ON THE TWENTY-SIXTH DAY OF
MARCH IN THE YEAR TWO THOUSAND AND TWENTY-FOUR**

CALL TO ORDER

Bobby Bowser, Chairman, called the Isle of Wight County Planning Commission meeting to order at 6:00 PM on March 26, 2024, at the Isle of Wight County General District Court, located at 17000 Josiah Parker Circle, Isle of Wight, Virginia 23397

INVOCATION

Cynthia Taylor delivered the invocation.

PLEDGE OF ALLEGIANCE

Chairman Bowser invited everyone present to join in the Pledge of Allegiance.

ROLL CALL/DETERMINATION OF A QUORUM

PRESENT

Bobby Bowser, Chairman
Thomas Distefano, Vice-Chairman
Brian Carrol
Cynthia Taylor
James Ford
Jennifer Boykin
George Rawls
Rick Sienkiewicz
Raynard Gibbs

ABSENT

Rick Sienkiewicz
Matthew Smith

A quorum was determined.

ALSO IN ATTENDANCE

Bobby Jones, County Attorney
Don Robertson, Assistant County Administrator
Amy Ring, Community Development Director
Sandy Robinson, Planner II
Trenton Blowe, Planner II
Caleb Kitchen, Planner I
Kristi Sutphin, Economic Development Director
Amanda Landrus, Secretary

ACTION ON REQUESTS TO WITHDRAW OR TABLE PENDING AGENDA ITEMS

Chairman Bowser asked if there were any requests to table or withdrawal agenda items. Amy Ring, Community Development Director, stated there were no requests.

APPROVAL OF AGENDA

Chairman Bowser called for a vote to approve the agenda. Commissioner Boykin made the motion to approve the agenda. Commissioner Ford seconded the motion. Chairman Bowser asked for all in favor to signify by saying aye. The motion passed unanimously.

APPROVAL OF CONSENT AGENDA

Chairman Bowser called for a vote to approve the consent agenda. Commissioner Taylor made a motion to approve the consent agenda, with the correction to the minutes on page 48 to correct Commissioner Carroll's title. Commissioner Carroll seconded the motion. Chairman Bowser asked for all in favor to signify by saying aye. The motion passed unanimously.

CITIZENS' COMMENTS

There being no comments, Chairman Bowser closed citizens' comments.

PUBLIC HEARINGS

Chairman Bowser called for consideration of the first public hearing item:

Application CUP-1-24 of Robert M. and Hollis G. Bridges, property owners, for a conditional use permit to operate a commercial kennel on 10.34 acres located at 24030 Ennis Mill Road with tax map number 55-01-035A in the Rural Agricultural Conservation (RAC) zoning district.

Sandy Robinson, Planner II, gave the following presentation.

Application CUP-1-24 Bridges Commercial Dog Kennel



Planning Commission Regular Meeting
March 26, 2024

DESCRIPTION

Tax Map ID#:	55-01-035A
Location :	24030 Ennis Mill Road, Windsor
Current Zoning :	RAC
Parcel Acreage:	10
Election District:	D4
Request:	Conditional Use Permit to operate a commercial kennel on two acres

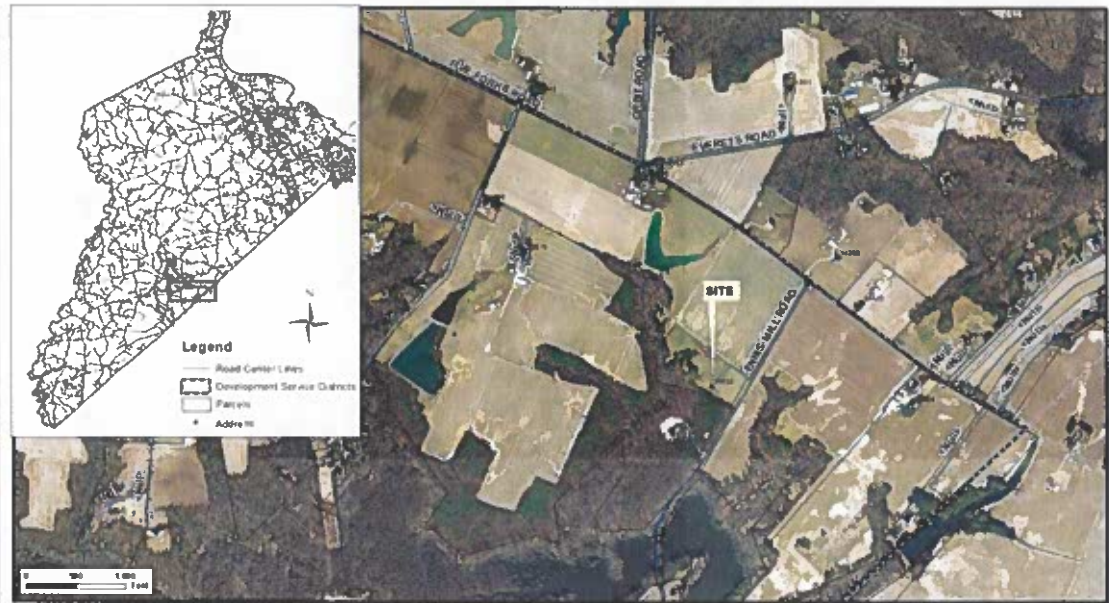
BACKGROUND

- The property contains a total of ten acres of land in agricultural use.
- Two acres is required by the Zoning Ordinance for the requested use.
- In 2022, a zoning permit was issued for a farm structure to be constructed on the property.
- The commercial kennel use was established without permits. County code enforcement sent the owner a notice of violation in November 2023 informing the owner that the commercial kennel requires a Conditional Use Permit.
- Applicant is seeking an after-the-fact approval of a dog training and boarding facility on two acres of the parcel. The conditions that have been offered by the owner include the following:
 - All stationary kennels are located indoors;
 - Dogs will be kenneled inside each night by 9:30 p.m.;
 - Solid waste will be scooped, bagged and disposed of in a trash can; and
 - Dogs will be supervised when in the outside exercise yard.

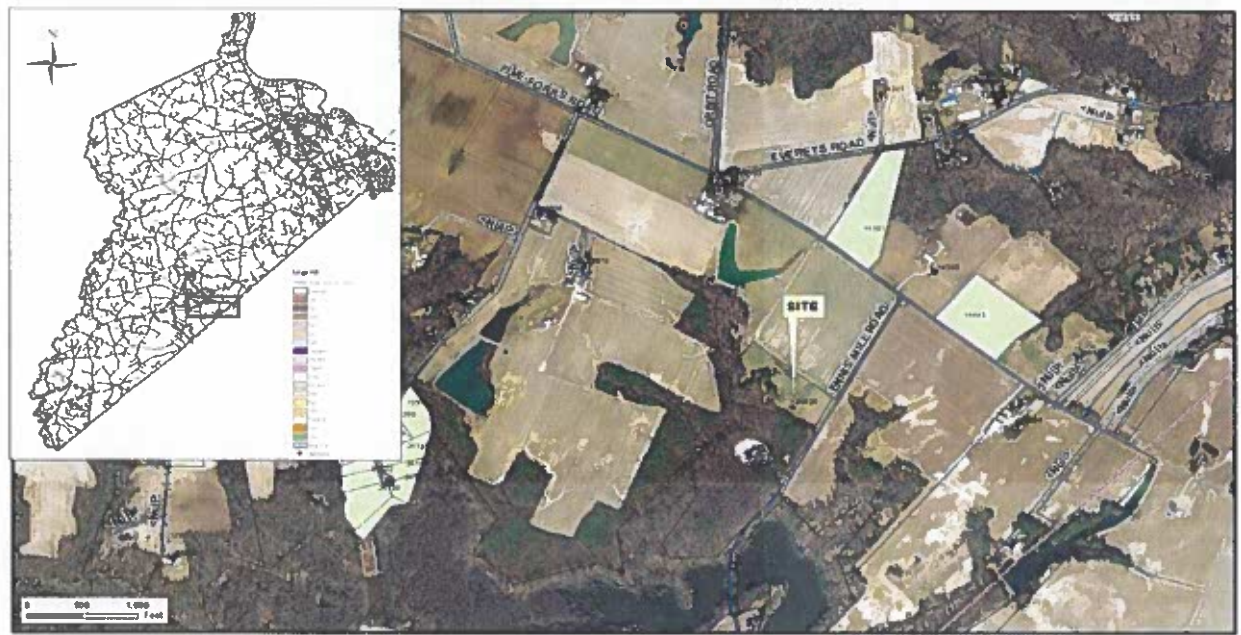
ORDINANCE REVIEW

- If the CUP is granted, the owner will be required to meet all supplementary use regulations for the commercial use type, must submit a site plan and application for review and approval, obtain Health Department approval for the waste management system, and meet all applicable building code regulations to obtain a certificate of occupancy.
 - The supplemental use regulations for a commercial kennel are as follows:
 1. Animal waste shall be disposed of in a manner applicable to all federal, state and local laws and regulations.
 2. Crematoria or land burial of animals in association with a commercial kennel shall be prohibited.
 3. The minimum area required shall be two acres.
 4. All facilities associated directly with the commercial kennel, whether indoors or outdoors, shall be located not less than fifty feet from the nearest property line or two hundred feet from the nearest residence on an adjoining lot whichever is greater and shall meet the screening zone requirements as specified in article VIII.
 5. The site shall front on and have direct access to a publicly owned and maintained street.
-

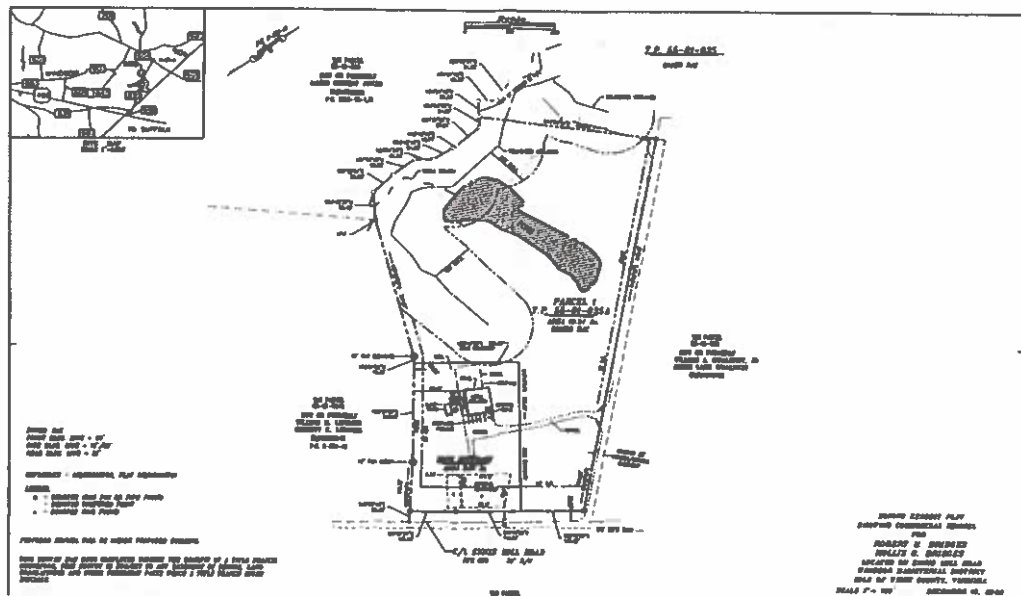
CUP-01-24 Conditional Use Permit - Location Map

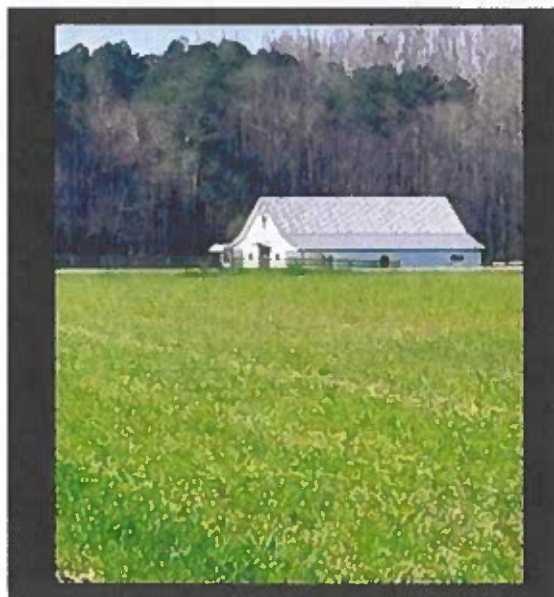
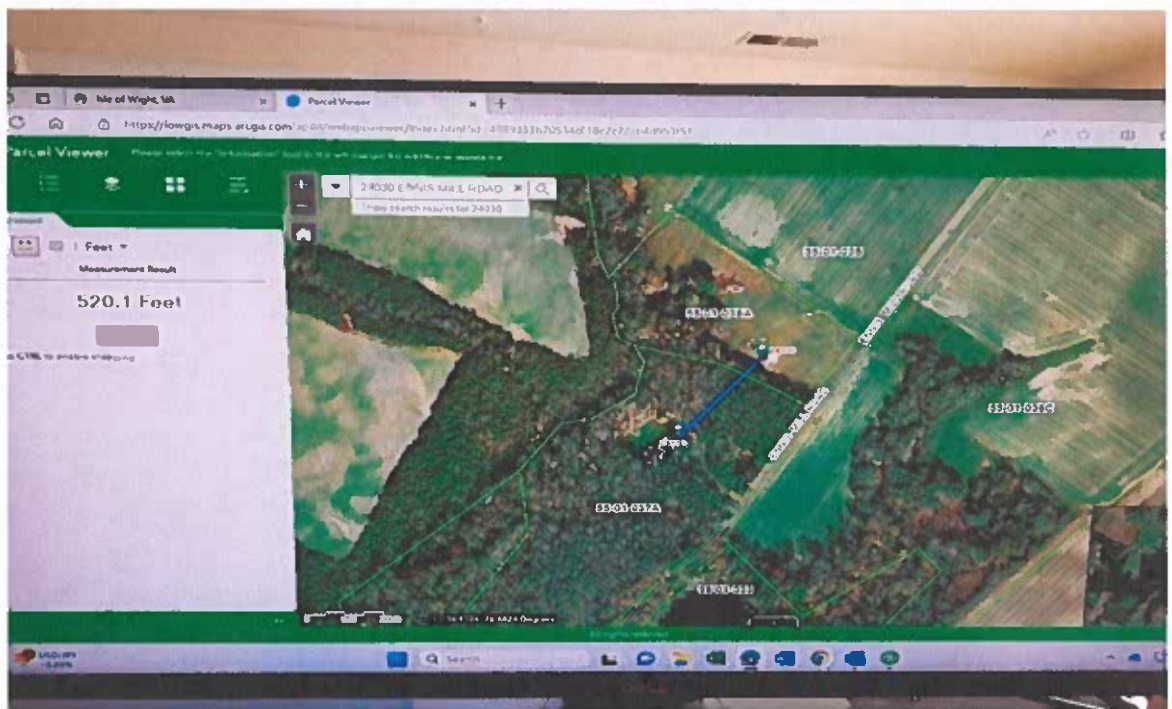


CUP-01-24 Conditional Use Permit - Zoning Map



CUP-1-24 CONDITIONAL USE PERMIT - LAND USE MAP







STAFF CONCLUSIONS

Strengths:

- The proposed use will have minimal impact on community facilities and resources.
- Approval will allow for an existing business in the County to grow their clientele.
- The facility is at least five hundred feet from any adjoining single-family residence.

Weaknesses:

- The facility was built and is operating without required permits.
-

STAFF RECOMMENDATION

Staff recommends approval of the CUP subject to the conditions offered by the owner, and all necessary permits be obtained prior to a Certificate of Occupancy being issued.

Chairman Bowser opened the public hearing and invited the applicant to speak.

Robert Bridges, applicant, 20262 Orbit Road, stated he is working with VDOT, the Health Department and the building official, so the kennel meets all local and state standards and asked the for the Planning Commission's favor on his application.

Billy Gwaltney, 23489 Deer Path Trail, Windsor, stated he owns the property that surrounds the kennel and thinks it is an asset to our community. Mr. Gwaltney added that the property is well maintained, landscaped and is good-looking building. He also stated he has no objection to the application.

Chairman Bowser closed the public hearing and called for discussion from the Commissioners.

Commissioner Boykin asked how many dogs will be on site and will staff be on site as well.

Mr. Bridges stated the kennel has capacity to hold 34 dogs, and there are full-time kennel staff during business hours.

Commissioner Boykin asked if the kennel was for training or boarding.

Robert Bridges stated the kennel is for obedience and retriever training and boarding.

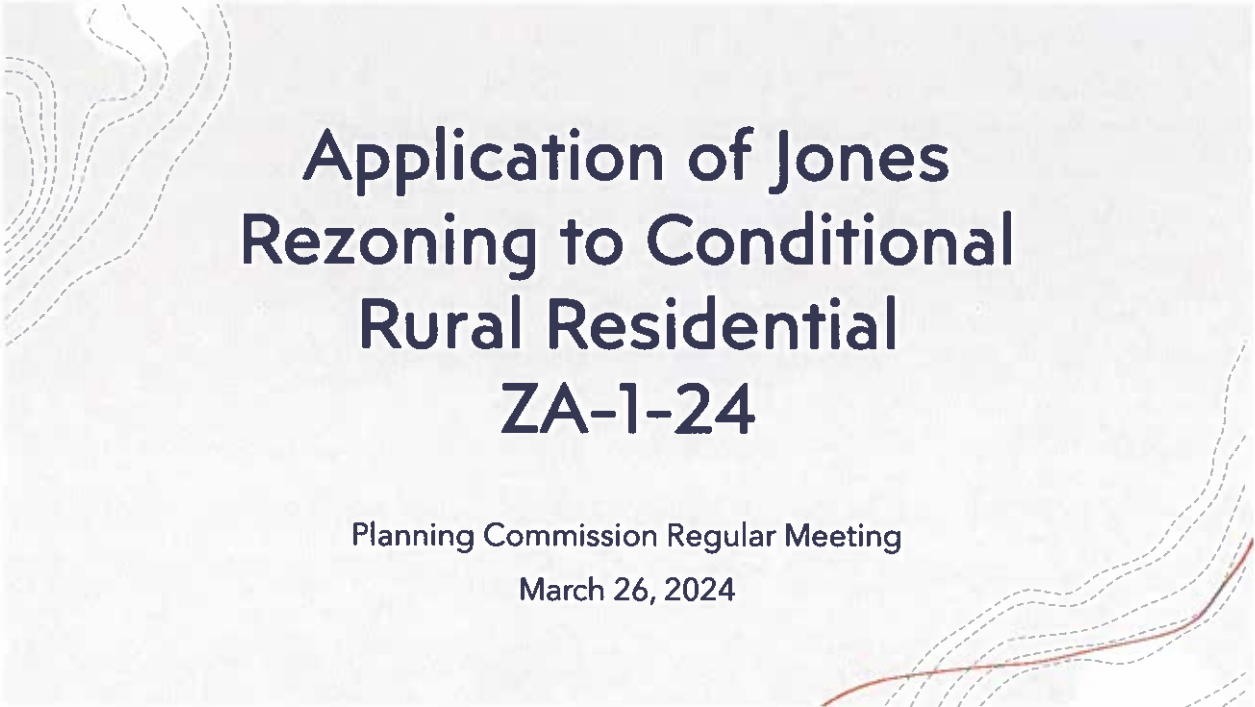
Commissioner Carroll made the motion to recommend approval of the application to the Board of Supervisors. Commissioner Gibbs seconded the motion, which was adopted with Commissioners Bowser, Boykin, Distefano, Ford, Rawls, Taylor, Gibbs, and Carroll voting in favor of the motion and no commissioner voted against (8-0).

The motion passed, and the item will go to the April 18, 2024, Board of Supervisors' meeting.

Chairman Bowser called for consideration of the next application.

Application (ZA-1-24) of Robert T. Jones, property owner, for a change in zoning classification from Rural Agricultural Conservation (RAC) to Conditional Rural Residential (C-RR) for approximately 5.3 acres located at 13356 Jones Town Road (Rt. 637) with tax parcel number 17-01-045. The purpose of the application is to create one single family residential lot around an existing dwelling.

Caleb Kitchen, Planner I, gave the following presentation.



Application of Jones Rezoning to Conditional Rural Residential ZA-1-24

Planning Commission Regular Meeting
March 26, 2024



Site Description

+ Tax Map ID#:	17-01-045
+ Location:	13356 Jones Town Road (Rt. 637)
+ Current Zoning:	RAC
+ Election District:	D5
+ Request:	To rezone 5.3 acres around an existing single family dwelling to Conditional Rural Residential.

Background

- The 77.9 acre property currently consists of one home site, approximately 61 acres of forest land, and the remainder is agricultural land.
- Proposed rezoning is to accommodate a 5.3 acre single-family residential lot with no further subdivision from the lot, including family member transfer.
- A previous rezoning to create one single-family residential lot was approved in 2007. Under the sliding scale option in the Rural Residential Zoning District, a total of two single family residential lots are allowed.
- If this rezoning is approved, there will be no more rezoning options for this property, however family member transfers will still be allowed on the remainder.

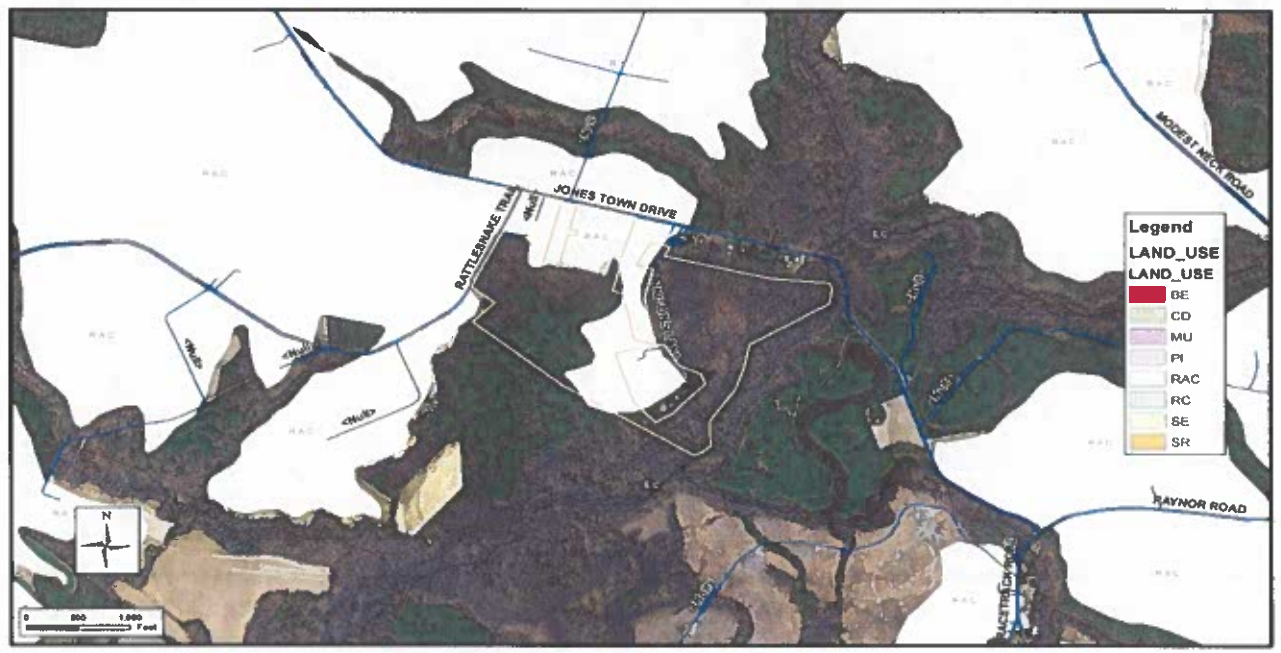
ZA-1-24 Rezoning Request - Location Map



ZA-1-24 Zoning Map



ZA-1-24 Land Use Map





Agency Review

- +The following departments had no concerns with the rezoning application as presented:
 - +General Services
 - +Emergency Services
 - +Environmental Planner
 - +Virginia Department of Transportation
 - +County Attorney
 - +Isle of Wight County Public Schools

Staff Conclusions

+Strengths:

- +The application is compatible with existing land uses in the vicinity and within the guidelines of the Future Recommended Land Use Designation.
- +The proposed lot meets lot size requirements for the RR zoning district.
- +The lot will be for an existing residence, so no additional service impacts are anticipated.
- +No weaknesses were identified.

Staff Recommendation

Staff recommends approval of the rezoning application as proffered.

Chairman Bowser opened the public hearing and invited the applicant's representative to speak.

Al Jones, Attorney, Smithfield, VA, representing the applicant, stated the application is straight forward and asked for the Planning Commissions approval.

There being no comments, Chairman Bowser closed the public hearing and called for discussion from the Planning Commission.

Commissioner Gibbs made the motion to recommend approval of the application to the Board of Supervisors. Commissioner Taylor seconded the motion, which was adopted with Commissioners Bowser, Boykin, Distefano, Ford, Rawls, Taylor, Gibbs, and Carroll voting in favor of the motion and no commissioner voted against (8-0).

The motion passed, and the item will go to the April 18, 2024, Board of Supervisors' meeting.

OLD BUSINESS

Chairman Bowser called for consideration of the old business items.

Application (LUP-1-23) of the Industrial Development Authority of Isle of Wight and Hollowell Holdings LLC, property owners, and Meridian Property Purchaser, LLC, applicant, for a Comprehensive Plan Amendment on 154.3 acres located on properties with tax map numbers 54-01-086J and 55-01-013 to amend the Comprehensive Plan Future Recommended Land Use Map designation from Mixed Use to Planned Industrial

Application (ZA-4-23) of the Industrial Development Authority of Isle of Wight and Hollowell Holdings LLC, property owners, and Meridian Property Purchaser, LLC, applicant, for a change in the zoning district from Rural Agricultural Conservation to Conditional Limited Industrial for approximately 154.3 acres on tax map numbers 54-01-086B, 54-01-086J, and 55-01-013 to allow the following uses: Custom manufacturing, Industry Type 1, Warehousing and Distribution, Industry Type II, and Reconstructed Wetland

Trenton Blowe, Planner II, gave the following presentations.

Tidewater Logistics Comprehensive Plan Amendment LUP-1-23

**Planning Commission Regular Meeting
March 26,2024**

SITE DESCRIPTION

Tax Map ID#: 54-01-086J and 55-01-013

Current Zoning: RAC

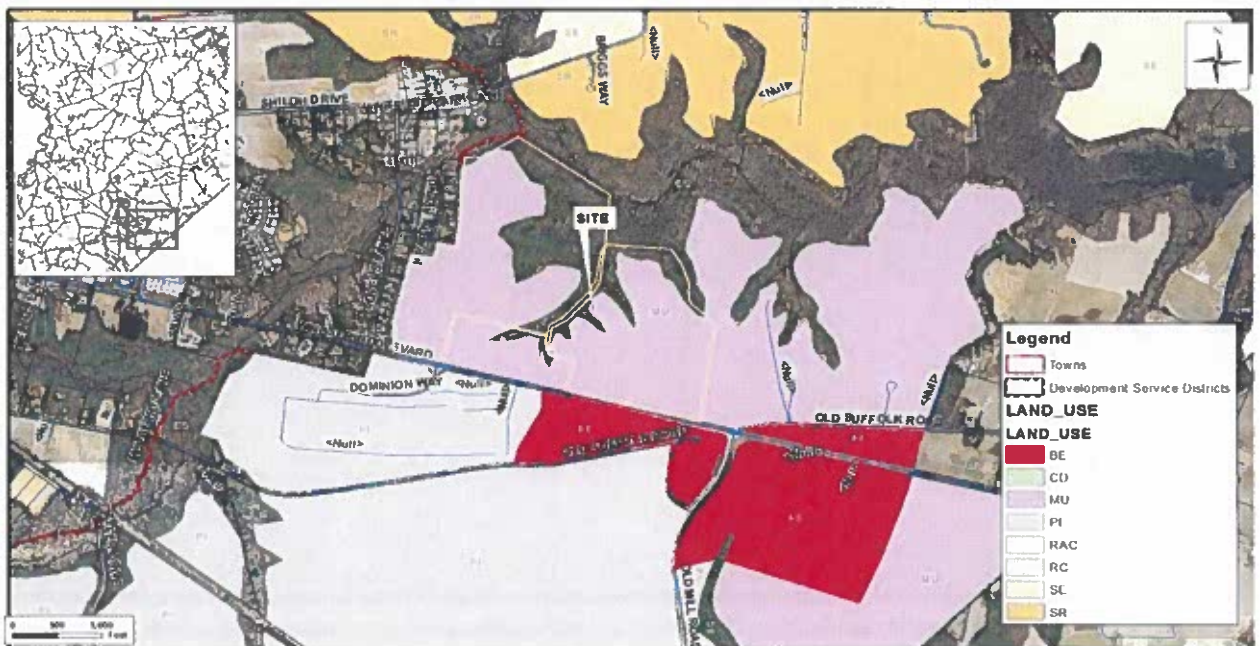
Election District: District 4

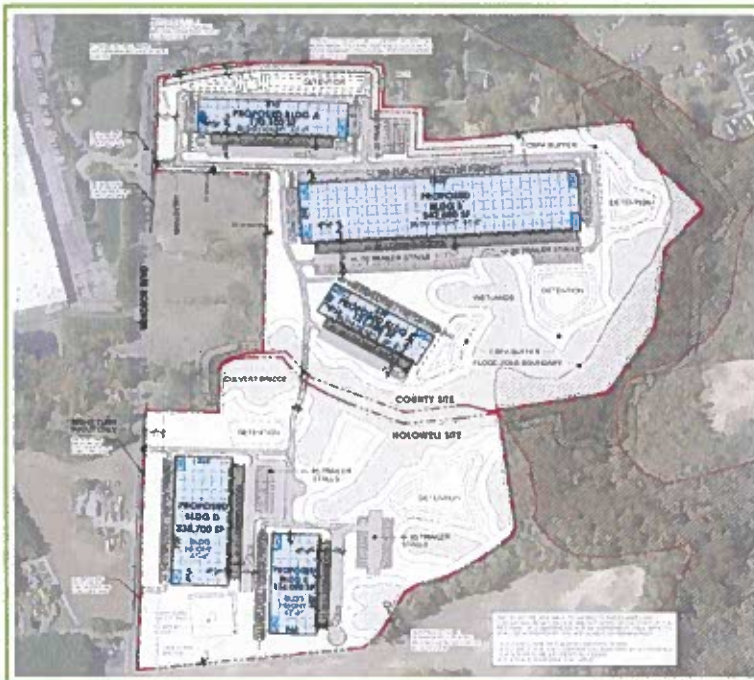
Request: Application (LUP-1-23) of the Industrial Development Authority of Isle of Wight and Hollowell Holdings LLC, property owners, and Meridian Property Purchaser, LLC, applicant, for a Comprehensive Plan Amendment on 154.3 acres located on properties with tax map numbers 54-01-086J and 55-01-013 to amend the Comprehensive Plan Future Recommended Land Use Map designation from Mixed Use to Planned Industrial

PROJECT DESCRIPTION

- In order to support the associated application for a change in zoning from RAC to Conditional-Limited Industrial, the applicant has submitted this comprehensive plan amendment application.
- Applicant bases their request on the significant and growing demand for warehousing and distribution centers in the Hampton Roads region.
- Applicant asserts that establishing the future land use designation for the subject property would be consistent with the industrial designation south of 460 and create a much more consistent and compatible land use scenario

LUP-1-23 - Comp Plan Amendment - Land Use Map





Concept Plan

Project Update

- February 26, 2024 - PC approved motion to continue discussion on the application with the following additional information requested: the supplemental Traffic Impact Analysis (TIA) for Lovers Lane, a noise study, and additional input from the Commissioner of the Revenue and Emergency Services.
- Supplemental TIA memorandum attached to staff report.
- March 7, 2024 - Commissioner of Revenue and applicant meet to review applicant's revenue projections - COR submitted revised comments.
- Fire Rescue also submitted additional comments. They project an additional 30 EMS calls and 15 additional fire calls to be generated by the development. Additional calls will not be detrimental to the current level of service. Do not foresee the need for any additional or specialty equipment to be generated by the development.

Project Update

- Applicant submitted a noise study dated March 20, 2024, which is attached to staff report.
- Noise study uses a daytime maximum noise level of 65 dBA between the hours of 7:00 AM and 11:00 PM and a nighttime maximum noise level of 55 dBA from 11:00 PM to 7:00 AM.
- Study recommends no noise attenuation features.
- A similar study from the City of Hampton for an 833,000 square-foot warehousing and distribution project sets a project noise goal of 50 dBA during the daytime and nighttime hours
- The proffered conditions from the applicant set a maximum noise level along the western boundary line of 50 dBA as measured by a Type I integrating sound level meter.

Project Update

- If the proffered lower 50 dBA is used as the noise level goal for the Tidewater Logistics study, staff believes a noise abatement feature may be recommended.
- Existing noise levels at the project site were not included in this study as in the Hampton study.
- Staff recommends that the study be revised to include existing noise levels as well as a new noise level standard of 50 dBA to be consistent with the proffered condition with any necessary abatement measure recommendations.
- Other proffered condition changes include making Industry Type II uses subject to a conditional use permit.

STAFF ANALYSIS – FINDINGS UNCHANGED

Strengths:

1. The proposed land use location recommendation is consistent with the location criteria as recommended in the County's Comprehensive Plan.
2. The proposed PI designation is located within the Windsor DSD.
3. The proposed PI designation would encourage job creation and additional nonresidential tax revenue for the County to support future public service needs.

Weaknesses:

1. Expected development in PI might include light and heavy manufacturing, warehousing, distribution, and other uses which may impact surrounding development due to noise, smell, dust or similar features without adequate buffers.
2. The concept shows impacts to Resource Protection Area buffers for parking lots that do not meet exception criteria included in the Chesapeake Bay Preservation Area Ordinance.

STAFF RECOMMENDATION- UNCHANGED

Staff recommends approval of the application dependent on the implementation of adequate mitigation measures to protect adjacent residential uses from noise, smell, dust, intrusive lighting, or other detrimental impacts.

Tidewater Logistics Conditional Rezoning Request ZA-4-23

**Planning Commission Regular Meeting
March 26, 2024**

SITE DESCRIPTION

Tax Map ID#: 54-01-086B, 54-01-086J, and 55-01-013

Current Zoning: RAC

Election District: District 4

Request: A change in the zoning district from Rural Agricultural Conservation to Conditional Limited Industrial for approximately 154.3 acres on tax map numbers 54-01-086B, 54-01-086J, and 55-01-013 to allow the following uses: Custom manufacturing, Industry Type 1, Warehousing and Distribution, Industry Type II, and Reconstructed Wetland

PROJECT DESCRIPTION

- Applicant requests conditional LI zoning for the subject parcels.
- Proffered conditions will limit the permitted uses to the following: Custom manufacturing, Industry Type 1, Warehousing and distribution, Industry Type 2, and Reconstructed wetland.
- Proffers specifically prohibit the following uses: Fertilizer Storage Assembly and Repair of Storage Equipment, Forestry, Silvicultural, Agricultural Farming Operation, Timbering, Sawmill, Adult Care Center, Adult Entertainment Establishment, Laundry, Lawn and Garden Services, Mini Warehouse, Motor Vehicle Repair Service/Major, Construction Yard, Convenience Center, Meat Packing, Recycling Center, Abattoir or Livestock Processing, Asphalt Plant, Industry Type III, Industrial Landfill, Rubble Landfill, Transfer Station, Resource Extraction, Scrap and Salvage Service, Petroleum Storage for resale purposes, Manufacture of production of aluminum, Sand, gravel, or brick operations, and General Aviation Facility.



Concept Plan



Conceptual Aerial Elevation



Conceptual Elevation West Side

STAFF RECOMMENDATION

Based on the findings listed on the previous slide, staff recommends approval of the application with the conditions proffered by the applicant.

Project Update

- February 26, 2024 - PC approved motion to continue discussion on the application with the following additional information requested: the supplemental Traffic Impact Analysis (TIA) for Lovers Lane, a noise study, and additional input from the Commissioner of the Revenue and Emergency Services.
- Supplemental TIA memorandum attached to staff report.
- March 7, 2024 - Commissioner of Revenue and applicant meet to review applicant's revenue projections- COR submitted revised comments.
- Fire Rescue also submitted additional comments. They project an additional 30 EMS calls and 15 additional fire calls to be generated by the development. Additional calls will not be detrimental to the current level of service. Do not foresee the need for any additional or specialty equipment to be generated by the development.

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Project Update

- If the proffered lower 50 dBA is used as the noise level goal for the Tidewater Logistics study, staff believes a noise abatement feature may be recommended.
 - Existing noise levels at the project site were not included in this study as in the Hampton study.
 - Staff recommends that the study be revised to include existing noise levels as well as a new noise level standard of 50 dBA to be consistent with the proffered condition with any necessary abatement measure recommendations.
 - Other proffered condition changes include making Industry Type II uses subject to a conditional use permit.
-

STAFF RECOMMENDATION

Based on the findings listed on the previous slide, staff recommends approval of the application with an updated noise study addressing the concerns noted by staff as well as the conditions proffered by the applicant.

Chairman Bowser called for discussion from the Planning Commission.

Chairman Bowser asked Mr. Tom Boylan, applicant, if the building could be moved back.

Tom Boylan stated it would hinder the project's viability. He also stated that the noise study was a good idea, and a second noise study would be done at site plan. Mr. Boylan also stated the proffered noise maximum was reduced by forty percent.

Commissioner Rawls made the motion to recommend denial of application LUP-01-23 to the Board of Supervisors, because the Town of Windsor and adjacent residents were not in favor of the application. Commissioner Boykin seconded the motion, which was adopted with Commissioners Boykin, Distefano, Rawls, Taylor, Gibbs, and Carroll voting in favor of the motion, and Chairman Bowser voting against the motion and Commissioner Ford abstained (6-1-1).

The motion passed, and the item will go to the April 18, 2024, Board of Supervisors meeting with the recommendation of denial of the application.

Commissioner Rawls made the motion to recommend denial of application ZA-4-23 to the Board of Supervisors, because the Town of Windsor and adjacent residents were not in favor of the application. Commissioner Boykin seconded the motion, which was adopted with Commissioners Boykin, Distefano, Rawls, Taylor, Gibbs, and Carroll voting in favor of the motion, and Chairman Bowser voting against the motion and Commissioner Ford abstained (6-1-1).

The motion was passed and will go to the April 18, 2024, Board of Supervisors meeting with the recommendation of denial of the application.

NEW BUSINESS

Chairman Bowser called for consideration of the new business item.

Application (EXC-1-24) of Isle of Wight County, property owner, for an exception to Section 6-1010.A.5 and A.11 of the Highway Corridor Overlay (HCO) District requirements for the Route 10 waterline booster pump station on 1.01 acres located at 10200 Old Stage Highway (Rte. 10) on property with tax map number 21-01-001B.

Amy Ring, Community Development Director, gave the following presentation.

Route 10 Booster Station Highway Corridor Overlay District Exception Request EXC-1-24



Local Roots,
Global Reach

Planning Commission Regular Meeting
March 26, 2024

SITE DESCRIPTION

Tax Map ID#:	21-01-001B
Location :	10200 Old State Highway (Rte. 10)
Current Zoning :	Rural Agriculture District (RAC)
Election District:	D3
Request:	County Utility Services Department seeks to amend their previous HCO district exception approval to be able to use barbed wire on top of the chain-link fence and to remove the faux windows from the building.



BACKGROUND

- Board of Supervisors previously approved a conditional use permit for the waterline booster pump station on June 22, 2022, along with an exception to Section 1010.A.11 from the HCO requirements in order to allow a six foot tall vinyl coated chain-link fence.
- Approval included permission to use a vinyl coated chain-link fence with no barbed-wire.
- Elevation included with the CUP application which showed the proposed building meeting all other applicable HCO architectural requirements to include a minimum of 16% of windows and doors on the front of the building and standing seam metal roof.





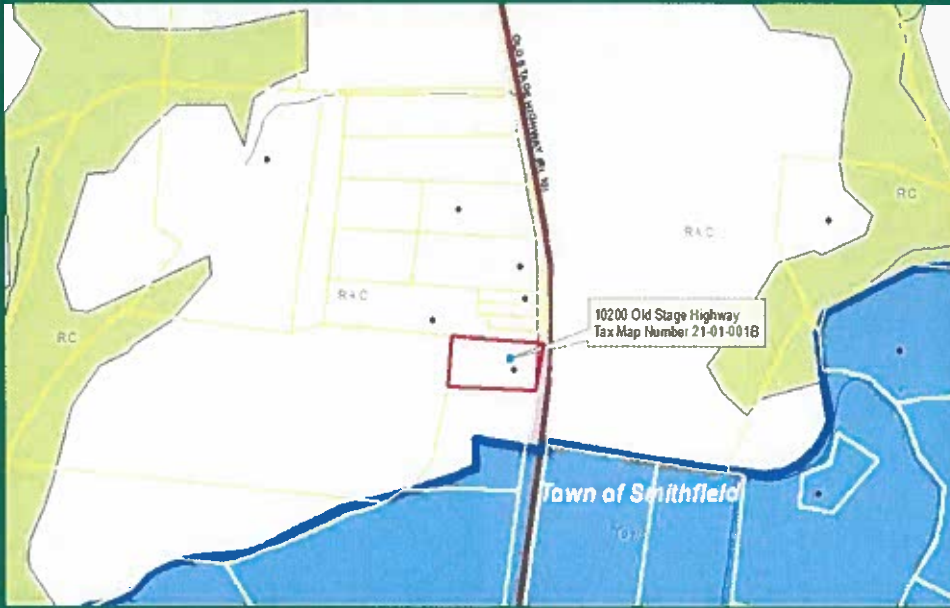
2022 Elevation

OLD STAGE ROAD BOOSTER PUMP STATION BUILDING RENDERING
PRELIMINARY PLAN APPLICATION

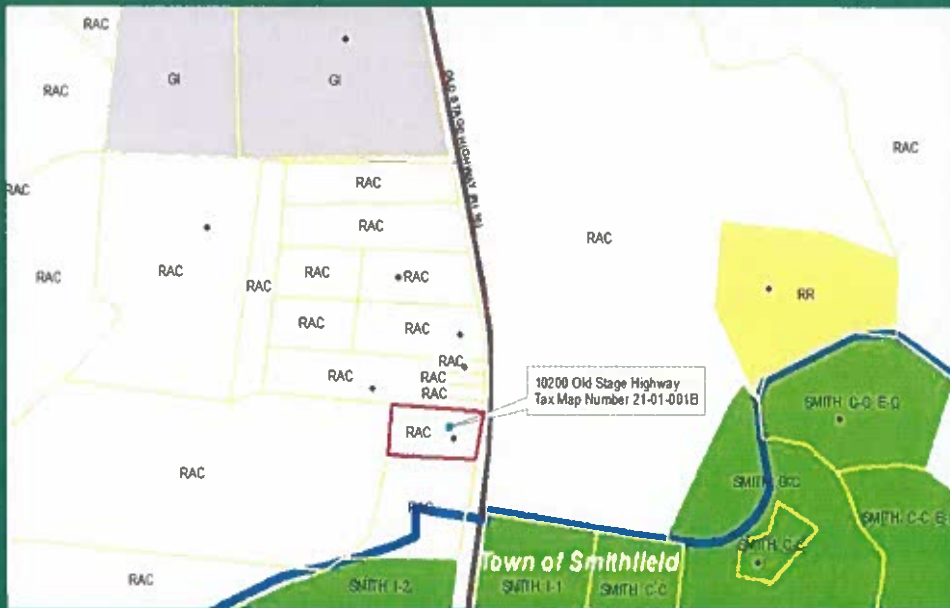
03-23-2022
Not To Scale



SITE LOCATION



FUTURE
RECOMMENDED
LAND USE



ZONING
DISTRICT MAP



View From Site Entrance



North Side View

EXCEPTION CRITERIA §section 6-1015)

Exceptions to HCO requirements may be approved by the Board of Supervisors following a recommendation by the Planning Commission. The Board may grant such exceptions after considering the following criteria:

1. Such exception shall be no less beneficial to the residents or occupants of the development, as well as neighboring property, that would be obtained under the applicable regulation;
2. That the exception is reasonable because of the high level of design and construction that will be incorporated in the development; and
3. That the exception will result in design and construction that is in accordance with accepted engineering and building standards.



ANALYSIS

Strengths:

1. The building includes brick veneer which meets HCO requirements.

Weaknesses:

1. The application includes a request to amend the previous HCO exception approval to allow barbed wire on top of the chain-link fence; and
2. The application includes a request for an exception from the HCO district requirements to not meet the minimum percentage of windows on the building facade.



RECOMMENDATION

Because the building has previously demonstrated the ability to meet the HCO requirements, staff recommends denial of the request.

Chairman Bowser called for discussion from the Planning Commissioners.

Commissioner Taylor asked how far back this building sat from the road.

Ms. Ring stated eighty to eighty-five feet from the road.

Commissioner Taylor asked if the building would be required to be landscaped.

Ms. Ring stated that because the building is the principal use for the property, the existing landscaping around the property met the landscaping requirement.

Commissioner Carroll asked when the building was constructed, and if the applicant knew the requirements at the time.

Ms. Ring stated that they knew the requirements ahead of building construction.

Commissioner Boykin asked what the reasoning was for the exception.

Ms. Ring responded that it was for additional safety and to negate additional maintenance costs.

Commissioner Carroll made the motion to deny the application to the Board of Supervisors, Commissioner Gibbs seconded the motion, which was adopted with Commissioners Bowser, Boykin, Distefano, Ford, Rawls, Taylor, Gibbs, and Carroll voting in favor of the motion and no Commissioner voting against. (8-0)

The motion passed, and the item will go to the April 18, 2024, Board of Supervisors meeting with the recommendation of denial of the application.

COUNTY ATTORNEY'S REPORT

Bobby Jones confirmed there were no items for the County Attorney's Report.

PLANNING DIRECTORS REPORT

Chairman Bowser asked for the Planning Director's Report item.

Comprehensive Plan Five Year Review Status Report

Amy Ring gave the following presentation.

Five Year Review for *Envisioning the Isle* Comprehensive Plan

Planning Commission Regular Meeting
March 26, 2024



PROJECT DESCRIPTION

- Section 15.2-2230 of the *Code of Virginia* stipulates that at least once every five years, the comprehensive plan shall be reviewed by the local planning commission to determine whether it is advisable to amend the plan.
- Five year deadline is 2025 for review of the County's comprehensive plan, *Envisioning the Isle*, adopted in 2020.
- Planning Commission will lead the schedule for the review and the formation of a stakeholder workgroup to assist with this effort.



TENTATIVE SCOPE OF WORK– WORKING GROUP

- Provide feedback during the development of the proposed Growth Rate Impact Scenario Study to be prepared by an outside consultant and incorporate the study's findings into proposed revisions to the Comprehensive Plan as necessary.
- Provide feedback during the development of the proposed Housing Study to be prepared by an outside consultant and incorporate the study's findings into proposed revisions to the Comprehensive Plan as necessary.
- Form subcommittees from the larger stakeholder workgroup to review each of the Plan's chapters. Each subcommittee will be responsible for presenting proposed revisions to their chapters at the end of the review process to the larger workgroup for incorporation into the draft revised Plan document.
- Workgroup members will also provide feedback on the community input survey, public meeting format, and draft plan documents.



Envision the Isle Comprehensive Plan 2025 Review Tentative Schedule (Subject to Change Based on Meeting Availability and Consultant Deliverable Timeframes)

March 26, 2024	Review of Tentative Review Schedule and Stakeholder Group Work Scope with Planning Commission
April – May 2024	Budget Proposal for Capital Impact Model Update, Operational Impact Model, Growth Rate Impact Scenario Study and Housing Study Consultant Services to County Administrator and Board of Supervisors
July 9, 2024	Initial Meeting of the Comprehensive Plan Review Stakeholder Workgroup – subcommittee chapter review assignments
July 2024	Consultants under contract and begin scenario development and draft community feedback survey
August – September, 2024	Initial growth rate scenario findings and draft community survey presented to stakeholder workgroup for feedback
September 2024	Initial Community Feedback Survey and Initial subcommittee workgroup meetings
October 2024	Subcommittee workgroup meetings and Feedback Survey result analysis
November 2024	Feedback Analysis, Summary Report, and subcommittee meetings
December 2024 – January 2025	Subcommittee draft revisions submitted, draft consultant deliverables presented to Stakeholder Workgroup. Development of draft plan begins.
January 2025	Presentation of draft comprehensive plan revisions and initial consultant reports to Planning Commission
February 2025 – March 2025	Draft Comprehensive Plan revisions presented for community feedback
April 2025	Presentation of Comprehensive Plan revisions to Planning Commission for public hearing and consideration
May 2025	Presentation of Comprehensive Plan revisions to Board of Supervisors for public hearing and consideration



There was a brief discussion on the best way to address the Comprehensive Plan five-year plan update. It was decided to have a work session to further discuss this matter. A work session was scheduled for April 9, 2024.

CLOSED MEETING

Chairman Bowser confirmed there were no items to discuss in closed meeting.

ADJOURNMENT

There being no further information to discuss, Chairman Bowser adjourned the meeting at 7:06 PM.

Adopted this 23 day of April, 2024

Bobby Bowser
Bobby Bowser, Chairman, Isle of Wight County Planning Commission

Attest: Amanda Landrus
Amanda Landrus, Secretary