

The Poquoson Planning Commission met in a work session on Monday, April 18, 2016 at 6:00 p.m. in the Council Chambers located at 500 City Hall Avenue.

PRESENT: Commissioner Bonnie W. Shriver, Chairwoman
Commissioner William J. Travis, Vice Chairman
Commissioner Gustavus A. Goddin, Member
Commissioner James K. Titlow, Member
Commissioner Leigh Fenigsohn, Member

Deborah L. Vest, Director of Community Development
Kevin M. Wyne, Planner
Victoria H. Diggs, Clerk

ABSENT: Commissioner Richard D. Clifton, Member
Commissioner Christopher R. Williamson, Member

Chairwoman Shriver called the work session to order at approximately 6:00 p.m.

Comprehensive (Comp) Plan Update

Chairwoman Shriver requested that the candidates for the Community Participation Team (CPT) be discussed by using the assigned application number until such time as the chosen candidates could be notified. During the discussion relative to the application process and the applicants, the Commission made the following comments:

- That a good response, twenty-two applications, was received;
- That the process used to select the top twelve applicants involved the use of randomly assigned application numbers;
- That five applicants tied for the 13th place;
- That alternate members would not be needed, although it is difficult to reject willing volunteers;
- That the submitted applications did not provide the desired membership diversity, i.e. renter/homeowner, socioeconomic status and precinct; and
- That those applicants not selected and all citizens should attend the upcoming Comprehensive Plan public input sessions to express their opinions and provide their input.

During the Commission's discussion, it was agreed that gathering citizen opinions/input from all sectors of the community should be the goal of the CPT. The importance of the composition of the Comprehensive Plan Steering Committee was discussed as they would ultimately be responsible

for the final, updated Comp Plan that would be forwarded to Council for consideration and action. A consensus was reached that at least two Commissioners would be members of the Steering Committee and responsible for keeping the update process on course and moving forward. As Chairwoman Shriver had announced that she was resigning from the Commission at the end of her current term, i.e. November 30, 2016, Vice Chairman Travis and Commissioner Fenigsohn volunteered to assume the Steering Committee leadership role. Commissioner Titlow stated that he too would assist with this task as much as his full-time job would allow. Since the majority of the Commissioners work full-time, it was suggested that should a Commissioner have a specific chapter(s) of the Plan in which they wished to be involved, they could serve on the Steering Committee when it addresses that particular section(s). In addition it was also agreed that a letter would be sent from the Planning Commission to the Mayor and the Chairman of the Economic Development Authority (EDA) asking if a member from each group could serve on the Steering Committee.

Staff was requested to telephone each of the twelve citizens selected to serve on the CPT notifying them of their appointment prior to the information becoming public. In addition, it was requested that a letter be sent to those who were selected notifying them of the first CPT meeting and also a letter of regret to those not chosen. The Commission felt that it was important to move forward with the process in order to maintain the current level of enthusiasm. In conclusion, Vice Chairman Travis stated that the Steering Committee must ensure that the updated Plan reflects the citizens' vision.

City Planner, Kevin Wyne, stated that staff will act as facilitators, provide the updated demographics, and draft the revised language of the Plan pursuant to the Steering Committee's direction.

In conclusion, Chairwoman Shriver stated that she and Vice Chairman Travis had attended the recent Council Retreat at which time a variety of economic development questions were posed to all participants, i.e. preferred uses/development, how to attract them to the City, etc.

There being no further discussion, the meeting was adjourned at approximately 6:55 p.m.

ADOPTED: May 14, 2016

ATTESTE: Victoria H. Diggs
Victoria H. Diggs, Clerk