



AGENDA

COMPREHENSIVE PLAN UPDATE

CITIZENS WORKING GROUP

REGULAR MEETING

JANUARY 7, 2025

3:00 PM CALL TO ORDER (Village Building - Conference Room)

1. Call to Order
2. Review of Minutes from December 17, 2024, CWG Meeting
3. Review of Strategic Plan
4. Review of Key Impacted Areas of Comprehensive Plan
 - a. Economic Development (Chapter 4, 2021 Comprehensive Plan)
 - b. GIS Layers for Economic Development
 - c. Deliverables from December 17th Meeting
5. Adjourn



**VIRGINIA: AT A REGULAR MEETING OF THE COMPREHENSIVE PLAN CITIZEN
WORKGROUP HELD IN THE VILLAGE BUILDING CONFERENCE ROOM,
3910 OLD BUCKINGHAM ROAD IN POWHATAN COUNTY, VIRGINIA ON
DECEMBER 17, 2024**

1. Call to Order

Meeting was called to order by Chairman Timberlake at 6:30 pm.

2. Review of Minutes from December 2, 2024, CWG Meeting

Minutes were reviewed by the group and the highlighted areas in question were addressed and corrected in the final signed copy.

- Mr. Riley made the motion for approval of minutes as amended
- Seconded by Mr. Rissmeyer

VOTE 12-0

Motion PASSED

3. Review and Approval of By-Laws

Chairman Timberlake asked for any comments or questions on the By-Laws. He pointed out the changes suggested by the County Attorney was to the “all virtual” meetings which would not be allowed, and no absentee votes would be allowed.

- Mr. Melton asked for clarification on only being able to vote in person and did that mean if you attended virtually, your vote would not be allowed.
- Chairman Timberlake explained that attending virtually was considered to be present in the meeting and therefore a vote would be accepted. But email voting for those not in attendance either in person or virtually would not be accepted. No meetings shall be totally virtual. In other words, the public would not be informed of an open public meeting to then come to an empty room that the entire group is attending via Zoom or other virtual means.

- Mr. Rissmeyer motioned to approve the By-Laws as written
- Mr. Schiefer seconded the motion

VOTE 12-0

Motion PASSED

4. Review of Future Meeting Schedule`

Chairman Timberlake asked for any issues or concerns with the meeting schedule. Mr. Rissmeyer asked if per previous discussions, could April 1 be changed to April 8. Chairman Timberlake asked if everyone was ok with that change and did it allow enough time before the April Board meeting if another CWG meeting needed to be held.

- Mr. Rissmeyer made the motion to change the April 1 meeting date to April 8
- Mr. Anderson seconded

VOTE 12-0

Motion PASSED

5. Review of Comprehensive Plan Update CWG Webpage:

https://www.powhatanva.gov/1879/14630/Comprehensive-Plan-Update-Citizens-Worki#liveEditTab_widgets.

Chairman Timberlake reviewed the newly created webpage and how to access it through search engines and/or using the county website. The newly created Comp Plan Feedback form that is linked on the webpage was shown. The ability to upload attachments by citizens in the Feedback Form was questioned as a possible addition. Suggestions were made to add a link for the livestream/video page on the County YouTube channel as well.

6. Review of Strategic Plan

Chairman Timberlake informed the group the Strategic Plan approval by the Board of Supervisors was moved to their January meeting as there are still significant changes to be made specifically to the Housing and Residential sections. Review of those chapters will need to be put on hold until those sections are approved. Chairman Timberlake

suggested starting with Economic Development as no further changes were brought up in the previous nights' Board of Supervisor Meeting. Chairman Timberlake explained how the draft Strategic Plan referenced certain chapters of the current Comprehensive Plan. He suggested starting with any 'asks' that the group might have, i.e., maps from GIS, to aid in future meeting discussions and then to make subcommittee assignments if that was how the group would like to proceed.

7. Determine Key Impacted Areas of Comprehensive Plan

- a. Economic Development (Chapter 4, 2021 Comprehensive Plan)
- b. Housing (Chapter 5, 2021 Comprehensive Plan)
- c. Land Use (Chapter 8, 2021 Comprehensive Plan)

8. Identify Potential Data Request (GIS, PlanRVA, etc)

- Mr. Shust asked for parcel and tax generation statistics as they may be helpful looking at the overall picture and how deep of the dive did the group have time to do.
- Chairman Timberlake asked Mrs. Salerno, working with Mr. Reilly, to make the request of GIS for that information for the group and include that information in the next meeting agenda but also to distribute to the group as soon as it is available.
- Chairman Timberlake clarified a question about zoning changes by Mr. Rissmeyer. No changes to parcel zoning will be made by this group. Only identifying parcels that could be future Economic growth areas that are already listed as such on the Future Land Use Maps.

Further discussion took place on the task of identifying potential growth areas to achieve the 85/15 tax goal set by the Board of Supervisors.

- Mr. Shust asked if current and future infrastructure information could also be provided as a layer on a GIS map to be able to not only see what currently available, but what areas could potentially be added and how it can be done.

- Mr. Rissmeyer suggested Transportation infrastructure to look at keeping jobs in Powhatan instead of citizens commuting out of the county.
- Mr. Melton commented a Thoroughfare Plan would be good to keep in mind and one was done years ago if it could be added as layer to the interactive map.
- Mr. Rissmeyer suggested unemployment information would be helpful to have as a reference. Mr. Melton mentioned a study done several years ago by PlanRVA in conjunction with VCU Business School that would be helpful if it could be updated. Ms. Shickle was not aware of the study but asked Mrs. Salerno to send it to her and she would look into getting it updated or getting some of the same information from the PlanRVA team sent to the group.
- Ms. Salerno suggested information that would be available once the Economic Development Strategic Plan was completed by the Spring would be helpful as well and she would see how soon she would be able to gather some of the information from that.

Discussion continued about businesses vs workforce and how that effects the future outlook and planning for the county.

- Mr. Melton mentioned the “gap” areas in the Comp Plan which are the areas in between the pockets of commercial development. Mr. Rissmeyer agreed that looking at the purpose of the gap area and revisiting this would be helpful.

9. Identify Any Subcommittee(s) and Membership

Chairman Timberlake asked for any volunteers for the Economic Development subcommittee as they will hold off on the others until they are formed after receiving the final Strategic Plan from the Board of Supervisors.

- Mr. Anderson asked if the subcommittees would be recorded and have minutes like the main group. Chairman Timberlake agreed that yes, a recording would be made of any subcommittee work and clarified that any subcommittee recommendations would then be brought back to the entire Group to discuss and vote if necessary.
- Chairman Timberlake also questioned if the group did in fact want subcommittees at this point since they are only discussing the first topic of Economic Development or if designating certain meetings would be a better approach.

- The group decided to use the January meetings to focus on Economic Development while awaiting the final Strategic Plan from the Board of Supervisors and that also sending an informal email to the Board of Supervisors from the CWG letting them know the April date for deliverables may need to be extended in their Charter depending on when they received the final Strategic Plan.
- Mr. Melton asked if the group could get some clarification on draft Strategic Plan #3 from the Board of Supervisors, then maybe they could move forward with a housing discussion.
- Mr. Anderson asked about getting confirmation from the Board of Supervisors that the Economic growth portion of the Strategic Plan will not be changing so they are good to move forward as group.

Discussion continued about getting clarification from the Board on the direction and level of detail expected of the CWG by the Board of Supervisors.

10. Identify the Following: Deliverables and Major Milestones

Discussion took place between the group members on how to identify what the deliverables were and how the milestones would be identified.

- Mr. Melton asked Ms. Shickle if PlanRVA had any suggestions or direction that would help the group. Ms. Shickle responded there were plenty of resources that could be provided from PlanRVA, once a direction was clearer from the Board of Supervisors and the CWG had a better feel of their goals and that a staff member would be at each CWG meeting to stay ahead of those needs.
- Mr. Reilly stated he would work with Mrs. Salerno on getting the various layers of information they had requested to be able to have the interactive map ready for the January 7 meeting.

Milestones: April deadline and ED strategy

Deliverables: Jan 7th Data return and only focus on Economic Development until more information from the Board of Supervisors.

11. Adjourn

Mr. Reilly made a motion to adjourn.

Mr. Rissmeyer seconded

Meeting adjourned 8:31 PM

Powhatan County Comp Plan Citizen Workgroup
Regular Meeting
December 17, 2024

These minutes approved by motion and second at the January X, 2025, meeting of
the Comprehensive Plan Citizen Work Group.

Jamie Timberlake, Chairman
Comprehensive Plan Citizen Work Group

ATTEST:

Ligon Webb, Clerk
Comprehensive Plan Citizen Work Group

DRAFT