

AT A MEETING OF THE MONTGOMERY COUNTY PLANNING COMMISSION ON JANUARY 16, 2008 IN THE BOARD ROOM, SECOND FLOOR, COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

**CALL TO ORDER:**

Mr. Miller, Chair called the meeting to order and William Seitz, Secretary, established the presence of a quorum.

Present: Robert Miller, Chair  
Walt Haynes, Vice Chair  
William Seitz, Secretary  
Frank Lau, Member  
Steve Howard, Member  
Steve Cochran, Member  
Bryan Rice, Member  
Malvin Wells, Member  
John Muffo, Board of Supervisors Liaison  
Steven Sandy, Planning Director  
Brea Hopkins, Zoning Technician

Absent: David Moore, Member

**Public Address:**

None

**Approval Of Agenda:**

On a motion by Mr. Howard, seconded by Mr. Wells and unanimously carried the agenda was approved as presented.

**Approval Of Consent Agenda:**

On a motion by Mr. Cochran, seconded by Mr. Howard and unanimously carried the consent agenda was approved as presented.

**Old Business:**

2008 Work Program

Mr. Sandy discussed the revised Work Program based on the comments at the last meeting.

Mr. Miller noted that the Purchase of Development Rights (PDR) ordinance development would require some education of the members before proceeding.

Mr. Sandy stated that training would be incorporated into the development process.

The commission members discussed the possibility of adding deadline dates to some of the items.

Mr. Sandy stated that the dates should be flexible and used to establish priorities.

The commission asked staff to develop a time frame for completing the first four items for ordinance amendments.

**New Business:**

2008-2009 Departmental Budget

Mr. Sandy reviewed the proposed FY 2009 budget for Planning & GIS services. The only addendum requested was to increase the salaries of the Planning Commission, Board of Zoning Appeals, and adding a salary for the Agriculture Forestal District (AFD) Committee.

## **Work Session:**

On a motion by Mr. Haynes, seconded by Mr. Howard and unanimously carried the Planning Commission entered into worksession.

### Comprehensive Plan Implementation discussion

The Planning Commission deferred their discussion to the February meeting. Each chapter will be discussed individually.

### Planning Commission By-Laws Revisions

Mr. Sandy stated that the by-laws required an Annual report. This report will be presented next month.

Mr. Miller stated that a parliamentarian may benefit the commission.

Mr. Seitz suggested that it be included as a duty of the Secretary.

On a motion by Mr. Seitz, seconded by Mr. Howard and unanimously carried the Planning Commission approved an amendment to the by-laws to add Parliamentarian duties to the role of the Secretary.

Mr. Seitz stated the Roberts Rules of Order should be followed. He presented a copy for review.

It was the consensus of the commission that the simplified Roberts Rules of Order be used. This should not require an amendment to the by-laws.

Mr. Sandy stated that the department would provide the commission members with the text.

Mr. Seitz discussed the section 7-2 limiting the speakers to 3 minutes. He suggested that it be changed to "Chairman's discretion".

Mr. Cochran stated he felt this was not an issue.

Mr. Lau stated the commission may consider adding something about demonstrations in the by-laws.

Mr. Sandy stated another option would be to provide a handout at the beginning of the meeting to establish the rules for the public. The chair could also read this at the beginning of the meeting.

It was the consensus that staff develop a handout or instructions for the public and present it to the commission for review and discussion.

Mr. Sandy discussed the format for the packets and possible changes.

Mr. Sandy presented the Cash Proffers Report.

On a motion by Mr. Cochran, seconded by Mr. Rice and unanimously carried the Planning Commission closed the worksession.

There being no further business, the meeting was adjourned.