

**MONTGOMERY COUNTY PLANNING COMMISSION**  
**January 12, 2022 7:00PM**  
**Multipurpose Room #2 | Montgomery County Government Center**  
**755 Roanoke Street, Christiansburg, VA**

**I. CALL TO ORDER**

**II. DETERMINATION OF A QUORUM**

**III. APPROVAL OF AGENDA**

**IV. APPROVAL OF CONSENT AGENDA**

- a. November 10, 2021 Meeting Minutes

**V. PUBLIC ADDRESS**

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

- a. Annual Report Information (no attachments)
- b. Short Term Rental Text Amendment Update (no attachments)
- c. County Transportation Plan Update (no attachments)
- d. 2022 Planning Commission Work Program Discussion (2021 Work Program attached)
- e. Resolution Recognizing Will Bulloss
- f. Resolution Recognizing Emily Gibson
- g. 2022 Liaison Appointments

**VIII. LIAISON REPORTS**

- Board of Supervisors – TBD
- Public Service Authority – TBD
- Blacksburg Planning Commission – Coy Allen
- Christiansburg Planning Commission – Trey Wolz / Bryan Rice
- Radford Planning Commission
- Tourism Council – Bob Miller
- Parks and Recreation – Adam Workman
- Interim Planning Director’s Report – Brea Hopkins

**IX. ADJOURNMENT**

**UPCOMING MEETING DATES:**

February 9, 2022	Meeting/Public Hearing	7:00 PM
February 16, 2022	Meeting/Public Hearing	7:00 PM
March 9, 2022	Meeting/Public Hearing	7:00 PM
March 16, 2022	Meeting/Public Hearing	7:00 PM

AT A MEETING OF THE MONTGOMERY COUNTY PLANNING COMMISSION ON NOVEMBER 10, 2021 IN MULTIPURPOSE ROOM 2, SECOND FLOOR, COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

**CALL TO ORDER**

Chair Foster called the meeting to order at 7:00.

**DETERMINATION OF A QUORUM**

Chair Foster called the roll to determine a quorum.

Present: Bill Foster, Chair  
Coy Allen  
William Bulloss  
Dale Hackney  
Robert Miller  
Bryan Rice  
Andrea Sharpe-Robinson  
Sara Bohn, Board of Supervisors Liaison

Absent\*: Trey Wolz, Vice Chair  
Adam Workman, Secretary

Staff: Emily Gibson, Director of Planning & GIS Services  
Brea Hopkins, Planning & Zoning Administrator  
Kimberley Wright, Planning Coordinator

Chair Foster introduced the two newly appointed members of the Planning Commission – Dale Hackney and Andrew Sharpe-Robinson, and welcomed them.

Ms. Sharpe-Robinson introduced herself as a member of Prices Fork District, having lived in the NRV for 17 years. She is the Director of the Accessibility Office at Radford University.

Mr. Hackney grew up in Blacksburg and currently lives in Elliston. He has been employed at Virginia Tech for 26 years. Mr. Hackney is excited to be a part of the Montgomery County Planning Commission.

**APPROVAL OF AGENDA**

On a motion by Mr. Miller, and seconded by Mr. Rice, the Planning Commission unanimously approved the agenda as presented.

**APPROVAL OF CONSENT AGENDA**

On a motion by Mr. Rice, and seconded by Mr. Miller, the Planning Commission approved (4-0-3, Allen, Hackney, and Sharpe-Robinson abstaining) the consent agenda as presented.

## PUBLIC HEARINGS

- a. **SUP-2021-00388** A request by **WF Pack III, LLC** (Agent: Kim Ridpath) for a Special Use Permit (SUP) to allow a commercial kennel within an existing structure on approximately 0.236 acres. The property is located at 4010 Riner Road (Rt. 8) approximately 0.3 miles west of the intersection of Fairview Church Road/Union Valley Road (St. Rt. 669) and Riner Road (Rt. 8). The proposed use is defined as Kennel, Commercial under the Zoning Ordinance, which is permitted in the GB General Business District only by a Special Use Permit. The property is further identified as Tax Map 119-A A 20 (Parcel ID: 017001), 0.236 acres, zoned General Business (GB) in the Riner Magisterial District. The property currently lies in an area designated as Village Expansion in the 2025 Comprehensive Plan and is further designated as Mixed Use in the Riner Village Plan.

Chair Foster recused himself from the public hearing and turned the meeting over to Mr. Miller.

Mr. Miller introduced the application for a Special Use Permit to allow a Commercial Kennel.

Ms. Gibson explained that the staff report was put together by Justin, who could not be present.

Ms. Gibson presented the information to the Commission, explaining the nature of the request and application details. The applicant seeks to renovate the existing brick structure located on the property to serve as a dog daycare facility with alterations that include utilizing the basement level for larger breeds and the main level for smaller breeds with a check-in area/office. A portion of the existing rear parking area would be turned into a fenced outdoor area for animals, utilizing grass or artificial turf grass for ground cover, and by enclosing with a 6-foot-tall privacy fence. Four to five parking spaces will be created as well as shared parking with adjacent uses. The facility would operate between 8 am and 6 pm Monday through Friday, with staggered drop off and pickup times provided. The applicant will evaluate the inclusion of Saturday hours based on need. Limited overnight boarding may be considered for existing daycare clients only.

Ms. Gibson reviewed the impacts on transportation, infrastructure, environment, noise, security and safety. The site is designated in the Comprehensive Plan as being part of the Riner Village, and is further designated in the Riner Village Plan as Mixed Use.

Currently, there are no dog daycare services located in Riner. The property location along Route 8 makes it easily accessible and the shared full volume commercial entrance is adequate for the anticipated increase in traffic. The existing structure is conducive to the proposed business with minimal improvements/alterations.

The applicant has proposed several strategies to mitigate traffic including limited the number of pets to be boarded and staggering the drop off and pickup times.

The site sketch that was provided with the application does show the fence recreation area with a double gate system. The site is already served by public water and sewer. There is no anticipated increase in demand. They do not plan on doing grooming, however, should they ever decide to add grooming the PSA will ensure that they have the appropriate mechanisms in

place to capture pet hair. Waste removal from the yard will be occur throughout the day, and removed from the site at least twice a week.

Extensive screening of animals being boarded is proposed, as well as behavior and temperament evaluations, required spaying and neutering, vaccinations, and physical examinations.

Several measures have been identified to limit noise including, limiting the number of animals allowed outside for recreation time, no outdoor kennels or runs, and excessive barking will not be tolerated (part of the temperament evaluation).

Staff recommended approval of the Special Use Permit and reviewed the suggested conditions.

It was noted that staff received no inquiries or comments from the public.

Mr. Bulloss asked if there were any concerns for stormwater with this type of use – specifically regarding outdoor pet waste. Ms. Gibson responded that concerns are mitigated by application - constant waste pickup, system of natural grass or special turf that will absorb waste.

Mr. Rice asked about shared parking with the next-door neighbor, and if it was in writing. Ms. Gibson responded that there is not a formal shared parking agreement, but spaces proposed at the site are adequate for the use.

Ms. Ridpath, applicant, stated that she feels like the site meets all requirements, once the back is fenced and grassy area is completed, it will be an efficient use of the site. Blacksburg and Christiansburg have dog daycares which are at capacity. This business is a growing need for the community. Ms. Ridpath explained that she has been a business owner in Riner since 2008, and this would be an added benefit to the community, meeting many needs.

Dr. Allen asked if this will be just a daycare, or also overnight kennel. Ms. Ridpath does not intend on having any outdoor kennels, but would like to offer overnight services only for her existing clients only.

Dr. Allen asked if there will be any issues with noise. Ms. Ridpath pointed out that the adjacent residents are all commercial, but the dogs will be housed inside and noise should be minimal. Ms. Ridpath also stated that she lives 0.2 miles from the site.

Mr. Miller asked about the drainage with astroturf. Ms. Ridpath has spoken with a representative from Ohio with Forever Lawn. Installation would include drilling a hole every foot, then place a type of stone on top to allow for complete drainage of the astroturf.

Ms. Sharpe-Robinson asked if there were any lighting requirements since the business will be open during dark time hours. Ms. Ridpath stated that the house has regular outside lighting. There is an outside pole light with two lights in the parking lot. Ms. Gibson added that Ms. Sharpe-Robinson asked a question via email, regarding how the dogs will be kept inside and the application did not address that.

Ms. Ridpath stated that large metal crates will be provided for inside housing.

Mr. Rice asked for the location of the Christiansburg dog daycare. Ms. Ridpath stated it is near Kroger, called Tail Chasers. It was formerly a nursery. Ms. Ridpath stated that the business is completely booked and having to turn people away.

Mr. Miller asked if the turning lane located there is three lanes wide.

Ms. Gibson responded that that is where the taper starts, and the County does have a project improvement scheduled in the future.

Mr. Bulloss asked if Ms. Ridpath intended to open the business before the fence and yard is completed. Ms. Ridpath responded no, that she anticipates opening in Spring, as the astroturf has to be laid in 40 degree weather to work correctly.

Hearing no further discussion from the Commission members, Mr. Miller thanked Ms. Gibson and opened the public hearing at 7:23 p.m. Seeing no speakers, Mr. Miller then closed the public hearing.

Mr. Rice stated that he is not favor of this application, as parking is minimal, the lot is .25 acre, and he does not believe there is enough room for a buffer. He also cited concerns in drop off and pickup times will already be congested as it is a high traffic time. Mr. Rice believes that the noise and smell does not fit within the community.

Mr. Bulloss is in favor of the proposal, but recommend amending condition #5, by stating that the business will not be permitted to open until fencing is installed.

Dr. Allen is generally in favor, there is a need in the community, and spoke to some of Mr. Rice's concerns and believes that there is no noise/smell with the dog daycare that he is familiar with.

On a motion made my Mr. Bulloss and seconded by Dr. Allen, and carried (5-1-1 with Mr. Rice opposing, Mr. Foster abstaining, and Mr. Wolz and Mr. Workman absent), the Planning Commission recommended approval of the application with amended condition #5 for **SUP-2021-00388** a request by **WF Pack III, LLC** (Agent: Kim Ridpath) for a Special Use Permit (SUP) to allow a commercial kennel within an existing structure, to the Board of Supervisors.

1. Site shall be developed in general conformance with the submitted concept sketch, dated September 27, 2021
2. A basic site plan addressing zoning conformance with landscaping, screening, parking, and other requirements shall be approved prior to issuance of any County permits
3. Typical hours of operation shall be 8:00 a.m. to 6:00 p.m, Monday through Saturday.
4. No more than twenty (20) dogs or other household pets shall be permitted on site at any given time
5. The business shall not open until the fencing and grass/turf area for the outdoor recreation area has been installed. The fence surrounding the outdoor recreation area shall be a six (6) foot privacy fence with no spacing between panels.

6. No chaining or caging of animals in the outdoor area is permitted. An employee shall be onsite when animals are allowed outside of the building.
7. The ground surface of the outdoor recreation area shall be covered primarily by grass or by synthetic turf material approved for canine use.
8. Approval by the Public Service Authority must be received prior to any addition of grooming services on the property to ensure compliance with water and sewer regulations

Chair Foster returned.

**b. SUP-2021-00389** A request by **Misty Osborne** for a Special Use Permit (SUP) to allow a Bed and Breakfast Inn in an existing dwelling on 1.404 acres, zoned A-1 Agricultural. The proposed use is defined as Bed and Breakfast Inn under the Zoning Ordinance, which is permitted in A-1 Agricultural District only by a Special Use Permit. The property is located at 1736 Taylor Hollow Road (St. Rt. 712), approximately 1.96 miles east of the intersection of Luster's Gate Road (St. Rt 723) and Taylor Hollow Road. The property is further identified as Tax Map 056-A 16B (Parcel ID: 250254), 1.404 acres, zoned Agricultural (A-1) in the Mount Tabor Magisterial District. The property currently lies in an area designated as Resource Stewardship in the 2025 Comprehensive Plan.

Ms. Hopkins presented the information to the Commission, explaining the nature of the request and application details for a Special Use Permit to allow a Bed and Breakfast Inn.

The applicant is proposing to utilize the existing two-bedroom, two bath residential structure as a short-term rental for transient guests. The applicants seek to preserve the rural nature and character of the site. A gravel parking area is to be created behind the residence to serve parking needs. No additional alterations are proposed. The applicants live on a nearby parcel along Taylor Hollow Road.

The property is located approximately 1.96 miles from the intersection of Taylor Hollow Road and Luster's Gate Road, state maintenance ends approximately 130 feet past the driveway entrance. Taylor Hollow Road is on the County's 6 Year Road Improvement Plan. There will be a minimal increase in traffic expected since the entire dwelling is rented versus individual rooms. VDOT took no exception to the Special Use Permit upon their review. The property is served by existing private well and septic, and is not located in a FEMA designated flood zone.

The Comprehensive Plan designates the site as Resource Stewardship.

The proposed Bed and Breakfast Inn will provide lodging for transient guests visiting Blacksburg and Montgomery County. It will be offered as a whole house rental – noise, lighting and traffic generated would be comparable to a traditional tenant occupied rental or single-family occupancy.

Staff recommended approval of the Special Use Permit to allow a Bed and Breakfast Inn and reviewed suggested conditions.

Staff has received no requests for more information.

It was noted that staff received no inquiries or comments from the public.

Dr. Allen asked if the owners are adjacent to the property. Ms. Osborne stated they are within 0.2 miles and would be meeting each tenant on site.

Ms. Robinson asked if there was going to be a minimum stay and if they will be limiting the number of cars on site, which could impact traffic? Staff confirmed that Ms. Osborne's septic is based on occupancy of four persons only.

The applicant, Ms. Osborne, noted that they will not allow partying and the short-term rental is a way to preserve the dwelling as opposed to allowing long-term rentals. The maximum occupancy would be two couples/four people. Ms. Osborne noted she was glad to see planned improvements to Taylor Hollow Road.

With no additional questions from the Commission, Chair Foster opened the public hearing at 7:43 p.m. Seeing no speakers present, Chair Foster then closed the public hearing.

On a motion made by Mr. Miller, and seconded by Mr. Bulloss, and carried unanimously (7-0 with Mr. Wolz and Mr. Workman), the Planning Commission recommended approval of the for **SUP-2021-00389** a request by **Misty Osborne** for a Special Use Permit (SUP) to allow a Bed and Breakfast Inn, to the Board of Supervisors

1. Site shall be developed in general conformance with the submitted concept sketch, dated September 30, 2021
2. The Bed and Breakfast Inn shall be for short term rental only, as currently defined in Section 15.2-983 of the Code of Virginia (fewer than 30 consecutive days)
3. The Bed and Breakfast Inn shall be provided only as a whole-house rental
4. Any exterior lighting installed on the property shall be designed to prevent glare onto adjacent properties and comply with "Dark Sky Friendly" standards.
5. All permits from other agencies must be provided to the Zoning Administrator prior to approval of the required site plan and issuance of subsequent County permits

## **PUBLIC ADDRESS**

Chair Foster opened this portion of the meeting at 7:45 pm. Having no speakers, the public address portion of the meeting was closed.

## **OLD BUSINESS**

There were no agenda items for Old Business.

## **NEW BUSINESS**

### 2022 Election of Officers

Chair Foster invited Mr. Miller to share the report of the Nominating Committee. Mr. Miller shared that the Nominating Committee was bringing forth the following slate of officers for the 2022 Calendar Year:

- Mr. Workman, Chair
- Mr. Rice, Vice-Chair
- Dr. Allen, Secretary

Mr. Miller noted that all three individuals had consented to being put forth for consideration and in serving in these roles in the coming year.

Chair Foster thanked Mr. Miller. He then opened the floor for any additional nominations for officer positions for the 2022 Calendar Year. Seeing no additional nominations, Chair Foster closed the floor for nominations.

On a motion by Mr. Miller, and seconded by Mr. Bulloss, the Planning Commission unanimously (7-0, with Mr. Wolz and Mr. Workman absent) approved the proposed slate of officers put forth by the Nominating Committee for 2022.

Ms. Gibson noted that the liaison positions will be reviewed at the January Commission meeting.

## **LIAISON REPORTS**

Board of Supervisors– Supervisor Bohn reported that David Clark from VDOT said that Taylor Hollow Road was closed for a day and that they should have been done with bridge replacement #1. She noted that her biggest concern is that the road drops off in five different places on either side, and she has asked VDOT to place cones at those places. She is excited that it will be fixed soon. She also shared that Yellow Sulfur Road will be finished soon.

She noted that the Board of Supervisors had recently approved the AFDs recommendations and NRV 911 Telecommunication Tower recently reviewed by the Commission.

Supervisor Bohn also shared that the Board had recently held a joint meeting with the School Board. During the meeting they discussed year end financials, American Rescue plan funds totaling \$19 million. The meeting also featured a representative from Davenport Company discussing options for bond issuance for school improvements.

Supervisor Bohn noted that the proposed CHS drawings show proposed improvements including four basketball courts, indoor track, and an increase in student capacity. \$5 million was requested from the County for engineering firm to do further analysis.

Supervisor Bohn shared that the School Board provided feedback to the Board of Supervisors regarding their opinions on the school voucher and tax credit proposal that was suggested to be included in the BOS legislative priorities. She shared that the Board had then voted on the legislative priorities at a subsequent meeting and approved them, with 3 Supervisors voting against the package. She noted that the legislative priorities had been unanimously passed in previous years, with only two exceptions. Supervisor Bohn noted that in the past three years, the Public Information Office has created a brochure that could be given to legislators, but it won't be done this year, but instead a regular typical resolution, with voting record.

She also noted that Johnson & Johnson would be opening a facility in the Corporate Research Center, after being awarded a \$100,000 incentive from the County. Supervisor Bohn also noted that at recent meetings, the Board had approved the New River Valley Passenger Rail Authority, bonuses for employees, a \$5 million appropriation for MCPS, and re-approved the ACCE program.

Public Service Authority – Supervisor Bohn reported that \$5m has been accepted for water issues. PSA employees received one-time bonuses as well.

Blacksburg Planning Commission – No Report.

Christiansburg Planning Commission – Mr. Rice stated they discuss a project on Patricia Lane, for a conversion of a structure to Multi Family use with seven units.

Radford Planning Commission – No report. Ms. Gibson noted that Planning Director Melissa Skelton noted that the Commission was busy with planning work on east end as well as hotel permitting.

Tourism Council – No report. Ms. Gibson noted that the new Tourism Director, David Rotzinger, started the day prior to the meeting. Mr. Rotzinger previously served as Tourism Director in Franklin County, but is originally from Montgomery County. He has worked with the extension program with WVU, and has a background with historic preservation and archaeology.

Parks and Recreation – No report.

Planning Director Report– Ms. Gibson stated that the Development Subcommittee has not yet reviewed changes to short-term rentals, and that staff would bring that to the Subcommittee in the new year. She noted that it is likely the December PC meeting will be canceled, as there are no applications or requests for that meeting. A final determination will be made by Thanksgiving. Ms. Gibson noted that the County would host a its first public outreach event for the County Transportation Plan on November 17 from 3:30-6:30. She noted that the consultant will have a lot to share, looking at Village areas, hot spots, will help to prioritize projects and funding sources. Ms. Gibson noted that staff would be utilizing Metro Quest surveys after the open house to gauge additional feedback. Links to the survey will be sent to the Planning Commission and will be shared via social media.

Ms. Gibson shared that two hearings were coming up for BOS regarding jurisdictional boundary adjustments in the Merrimac Road (CHP Merrimac) and Falling Branch (Industrial Park) area. She noted that with the CHP being located in the Town of Blacksburg, they will have access to more CDBG entitlement funding for affordable housing, and will be able to put more housing into project. Both jurisdictions will review and hold public hearings on the proposed boundary adjustments, and if they both approve the proposals, they will be heard by a judge.

## **ADJOURNMENT**

With no additional business, Chair Foster adjourned the meeting at 8:03 p.m.

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Chairman

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Secretary

# PLANNING COMMISSION 2021 WORK PROGRAM

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- Village Planning –
  - Prices Fork and Riner Village Plan- complete and send to BOS to adopt
- Transportation Planning –
  - County-wide Transportation Plan
- Housing Study –
  - Review study
  - Work on items referred to PC by BOS
- Training
  - As opportunities arise on all aspects, with a focus on infrastructure
- Text Amendments-
  - Wetland mitigation banks
  - Agricultural processing
  - As needed for housing recommendations





## RESOLUTION OF APPRECIATION

WHEREAS, Will Bulloss has provided dedicated and distinguished service to the people of Montgomery County as a member of the Montgomery County Planning Commission from 2018 to 2021; and

WHEREAS, Mr. Bulloss's commitment to better planning is evidenced by his completion of the Certified Planning Commissioner Training Program; and

WHEREAS, the wise council of Mr. Bulloss has always been for the betterment of the citizens of Montgomery County;

NOW THEREFORE, BE IT RESOLVED, that the Montgomery County Planning Commission hereby expresses its appreciation to Will Bulloss for over three (3) years of outstanding service to the people of Montgomery County.

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Adam Workman, Chair

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Bryan Rice, Vice-Chair

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Coy Allen, Secretary

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William Foster

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Dale Hackney

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Lonnie Linkous

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Bob Miller

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Andrea Sharpe-Robinson

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Trey Wolz



## RESOLUTION OF APPRECIATION

WHEREAS, Ms. Emily Gibson has provided dedicated and distinguished service to the people of Montgomery County while serving as Director of Planning and GIS Services from January 2015 to January 2022, and

WHEREAS, Ms. Gibson has used her professional skills, customer service skills and administrative abilities on a number of projects important to Montgomery County including: development of a strategic plan for agriculture and agritourism in the New River Valley, adaptive reuse of the Old Prices Fork Elementary School, enhancements to the County website, updates to the County Transportation Plan, updates to the County Comprehensive Plan and Village Plans, implementation of a Safe Walks to Schools project for the Auburn community, updates to the County Subdivision Ordinance, updates to the County Sign Ordinance, adoption of new permit management software, implementation of a new public Geographic Information Systems portal, coordination of 2020 Census activities, coordination of the Community Development Block Grant for the Neighbors in Need Program, and providing support and expertise to the Montgomery County Broadband Initiative, and

WHEREAS, Ms. Gibson provided ongoing support to the Planning Commission and Board of Supervisors, as well as other County departments and agencies, on land development, planning, and zoning issues, and

WHEREAS, Ms. Gibson actively served as a member of the Virginia Chapter of the American Planning Association and the Engaging Local Government Leaders professional organization,

NOW THEREFORE, BE IT RESOLVED, that the Montgomery County Planning Commission hereby expresses its sincere appreciation to Ms. Emily Gibson for seven years of outstanding service to the people of Montgomery County.

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Adam Workman, Chair

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Bryan Rice, Vice-Chair

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Coy Allen, Secretary

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William Foster

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Dale Hackney

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Lonnie Linkous

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Bob Miller

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Andrea Sharpe-Robinson

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Trey Wolz

# PLANNING COMMISSION LIAISON MEETINGS

## **Agriculture & Forestal District**

Current Planning Commission Liaison – Bob Miller  
Meet as necessary at the County Government Center

## **Blacksburg Planning Commission**

Current Planning Commission Liaison – Coy Allen  
Date: Public Hearing 1<sup>st</sup> Tuesday every month 6:30 p.m.  
Roger E. Hedgepeth Chambers, second floor of Blacksburg Municipal Building  
Televised Live on WTOB Channel 2  
Date: TYPICALLY Work Session 3<sup>rd</sup> Tuesday every month 5 p.m. (4 p.m. Field Trip)  
Meeting at Blacksburg Motor Company Building

## **Christiansburg Planning Commission**

Current Planning Commission Liaison – Trey Wolz/Bryan Rice  
Date: 2<sup>nd</sup> & 4<sup>th</sup> Monday every month 7 p.m. Town Hall (6 days after Town Council meeting)  
Meetings are recorded and posted on Town's [YouTube](#) Page

## **Development Sub-Committee**

Current Planning Commission Members – Bill Foster, Bob Miller, Trey Wolz  
Date: Meets as needed

## **Public Service Authority**

Current Planning Commission Liaison –BOS Liaison- TBD  
Date: 1<sup>st</sup> Monday every month 6:30 p.m. Multi-Purpose #2

## **Parks & Recreation**

Current Planning Commission Liaison – Adam Workman  
Date: 2<sup>nd</sup> Thursday every month 7 p.m. at the County Government Center

## **Radford Planning Commission**

Current Planning Commission Liaison – Vacant  
Date: 3<sup>rd</sup> Monday every month 5:30 p.m. at the Municipal Building

## **Tourism Council**

Current Planning Commission Liaison – Bob Miller  
Date: 4<sup>th</sup> Thursday 9 a.m. Location always TBD