



Nelson County Planning Commission Meeting Minutes September 22nd, 2021

Present: Chair Mark Stapleton and Commissioners Chuck Amante, Mike Harman, Mary Kathryn Allen, and Ernie Reed

Staff Present: Dylan Bishop, Director and Emily Hjulstrom, Planner/Secretary

Call to Order: Chair Stapleton called the meeting to order at 7:00 P. M. in the General District Courtroom, County Courthouse, Lovingston.

Review of the minutes July 28th, 2021

Ms. Allen made a motion to approve the July 28th minutes. Mr. Harman seconded the motion.

Yes:

Mark Stapleton

Charles Amante

Mike Harman

Ernie Reed

Mary Kathryn Allen

Public Hearings

Chair Stapleton reviewed the following guidelines:

Nelson County Planning Commission

Public Hearing Guidelines

Adopted 4-25-2018

1. The Presentation by the Petitioner's representative(s) will be limited to fifteen (15) minutes. If it is difficult to fully explain a complex proposal orally within the time limit, it is recommended that the petitioner submit in advance to the Planning and Zoning Office written information that can be mailed to the Planning Commission prior to their respective meetings.
2. Speakers representing a group will be allowed five (5) minutes to speak if their presentation will reduce the number of persons to make a public comment.
3. Subsequent speakers will be allowed a maximum of three (3) minutes each and cannot allocate their time to another individual.
4. Speakers must come to the podium, give their name and address before making their remarks.
5. Speakers will be timed by a staff assistant and given notice when they have one (1) minute left and when their time has expired. Upon notification the speaker shall relinquish the podium and return to their seat.
6. Speakers are asked to not be repetitive and to insure their remarks are relevant to the request at hand.
7. When the public hearing is closed the Planning Commission will deliberate on the agenda item, during which the public may remain present but will not be allowed to speak. Members of the Planning Commission may ask questions of anyone in the audience in order to seek clarification of issues that were brought out at the hearing.
8. Abusive and inappropriate language will not be tolerated.
9. The Chair will fairly enforce the above rules.

Rezoning #358 / Special Use Permit #371 – B-1 Conditional to R-1 / Two Vacation Houses

Ms. Bishop presented the following information:

**Nelson County
Planning Commission**

To: Planning Commission
From: Dylan M. Bishop, Director of Planning & Zoning *DMB*
Date: September 22, 2021
Re: REZ #358 – B-1 Conditional to R-1
SUP #371 – Two Vacation Houses
161 Avon Road (Scott Koehler)

BACKGROUND: This is a request to rezone property from B-1 Conditional to R-1 with a concurrent Special Use Permit request to allow two vacation houses.

Public Hearings Scheduled: P/C – September 22; Board – October 12 (tentative)

Location / Election District: 161 Avon Road / North District

Tax Map Number(s) / Total acreage: 6-A-46B / 1.19 acres +/- total

Applicant Contact Information: Scott Koehler, 2041 Mountain Road, Afton, VA 22920, 804-729-7729, scottkoehler@yahoo.com

Owner Information: 161 Avon Road LLC (Scott Koehler), 8807 Sierra Road, Richmond, VA 23229

Comments: This property is currently split-zoned. The southern portion contains address #161 and an accessory structure and is zoned R-1 (appx. 0.9 acres), while the northern strip containing address #197 is zoned B-1 Conditional (appx. 0.294 acres). Rezoning #98 was granted in 1988, which rezoned the northern strip to B-1, with the condition that any rights and uses provided for under B-1 zoning other than those allowing operation of an auto body repair are not permitted. There was a rezoning application in 2016 that did not come to fruition, where a contract purchaser of the property was requesting to rezone from B-1 Conditional to B-1 to allow a manufacturing use. The GIS site does not distinguish between B-1 and B-1 Conditional, therefore it is understandable that the conditional aspect of the zoning was not obvious. According to the applicant, the previous owner was utilizing this structure as their primary residence. It is unclear when the structure was converted to a dwelling use. In discussions with the current owner, staff recommended the proposed rezoning to R-1 to align the zoning designation with that of adjoining properties, with a concurrent Special Use Permit to allow both structures to be utilized as vacation houses.

DISCUSSION:

Land Use / Floodplain: This area is residential and agricultural in nature, and located along an adjacent corridor containing commercial uses (Route 151). Zoning in the vicinity is R-1 and A-1. There are no 100-year floodplains on this property.

Access / Traffic / Parking: Property is accessed by an entrance on Avon Road. Comments (if any) will be provided at the meeting.

Utilities: The applicant will be required to receive a Certificate of Occupancy from the Building Inspections Department for the structure that was previously utilized as an auto repair garage. This is also contingent upon review by the Heath Department. Comments (if any) will be presented at the meeting.

Comprehensive Plan: This property is located in an area designated Rural Residential on the Future Land Use Map, which "would allow low density residential and compatible non-residential uses in rural areas where agriculture is not the predominant use... These sites are adjacent to identified development areas and adjacent to existing institutional or small-scale industrial uses."

RECOMMENDATION: The approval of rezoning requests should be based on one or more of the following factors:

1. Good Zoning Practice
2. Public Necessity
3. General Welfare
4. Convenience

The approval of special use permits should be based on the following factors:

1. The use shall not tend to change the character and established pattern of development of the area or community in which it proposed to locate.
2. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property.
3. The proposed use shall be adequately served by essential public or private water and sewer facilities.
4. The proposed use shall not result in the destruction, loss or damage or any feature determined to be of significant ecological, scenic or historical importance.

Attachments:
Application
Plats
Zoning
Aerial

Ms. Allen asked if the Planning Commission could make a recommendation on the Rezoning or SUP without making a recommendation on the other. Ms. Bishop confirmed that they could. Mr. Amante asked why they didn't need at least 2 acres per dwelling. Ms. Bishop explained that both dwellings are already existing. Ms. Allen asked what the zoning was across the street from the parcel. Ms. Bishop noted that it was zoned A-1.

Mr. Scott Koehler lives at 2041 Mountain Rd in Afton. He noted that when they originally bought the property it was listed as a commercially zoned property. He explained that when he called the Planning and Zoning office that the best information they had at the time showed that it could be a vacation home. He explained that they learned that it had been conditionally rezoned after they had already bought the property. Mr. Amante asked what his primary address was. Mr. Koehler noted that their primary residence was in Richmond and that they also had the property on Mountain Rd.

Mr. Stapleton opened the public hearing at 7:10

Mr. Stapleton closed the public hearing at 7:10.

Mr. Amante noted that he was hesitant to recommend approval for a request that is purely commercial with no on site management. He noted that he would prefer that one of the homes be a primary residence. He added that in absence of any input from neighbors he was loath to go against the rights of the property owner. Ms. Allen noted that she doesn't like that the parcel was already spot zoned. Ms. Allen noted that she wishes some of the neighbors were there to provide more context. Mr. Reed noted that he had looked at the property earlier that day and that it is catty corner to Wild Man Dan and is keeping in the character of the neighborhood from his perspective. He noted that he had also talked to Phil Proulx earlier that day and that she did not seem to have any concerns that she expressed to him.

Mr. Amante made a motion to recommend approval of Rezoning #358 B-1 Conditional to R-1 and SUP #371 – Two Vacation Houses. Ms. Allen seconded the motion.

Yes:

Mark Stapleton

Ernie Reed

Charles Amante

Mike Harman

Mary Kathryn Allen

Special Use Permit #397 – Campground (One Site)

Ms. Bishop presented the following information:

Nelson County Planning Commission

To: Planning Commission
From: Dylan M. Bishop, Director of Planning & Zoning *DMB*
Date: September 22, 2021
Re: SUP #397 – Campground (One Site) – Patrick Henry Hwy (Mais)

BACKGROUND: This is a request for a Special Use Permit on property zoned A-1 Agriculture to allow a campground with one site.

Public Hearings Scheduled: P/C – September 22; Board – October 12 (tentative)

Location / Election District: Patrick Henry Hwy / Central District

Tax Map Number(s) / Total acreage: 31-A-54 / 2.69 acres +/- total

Applicant Contact Information: Margaret & Daniel Mais, 902 Park Ridge Drive, Crozet, VA 22932, 540-490-0284 / 540-260-3395, dorrier25@gmail.com / daniel.mais@gmail.com

Owner Information: Light Years LLC (Mais), P.O. Box 572, Crozet, VA 22932

Comments: This is currently a vacant property with an active building permit for a permanent yurt that will be constructed to meet the statewide building code as a single family dwelling, to be utilized as the owners' primary residence. The applicants are requesting one camp site (temporary yurt) to be utilized for short-term camping rentals. Any place used for transient camping where compensation is expected to stay in a tent, travel trailer, or motor home is classified as a campground.

DISCUSSION:

Land Use / Floodplain: This area is residential and agricultural in nature, and located along a corridor containing commercial uses (Route 151). The property is approximately half a mile south of the intersection of Route 151 and Beech Grove Road. Zoning in the vicinity is A-1. There are no 100-year floodplains on this property.

Access / Traffic / Parking: Property is proposed to be accessed by an entrance on Patrick Henry Highway. Comments (if any) will be provided at the meeting.

Utilities: Comments from the Health Department (if any) will be presented at the meeting.

Comprehensive Plan: This property is located in an area designated Rural and Farming on the Future Land Use Map, which “would promote agricultural uses and compatible open space uses but discourage large scale residential development and commercial development that would conflict with agricultural uses. [It] would permit small scale industrial and service uses that complement agriculture. Protection of usable farmland should be encouraged.”

RECOMMENDATION: The approval of special use permits should be based on the following factors:

1. The use shall not tend to change the character and established pattern of development of the area or community in which it proposed to locate.
2. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property.
3. The proposed use shall be adequately served by essential public or private water and sewer facilities.
4. The proposed use shall not result in the destruction, loss or damage or any feature determined to be of significant ecological, scenic or historical importance.

Attachments:
Application
Site Plan
Zoning
Aerial

Ms. Bishop added that the main dwelling was not intended to be used as a primary residence. Ms. Bishop added that when the applicants initially applied for the permit they planned to build them both to the standard of a dwelling but didn't have enough acreage.

Ms. Bishop noted that VDOT has commented that it can be served by a private entrance. She added that the Health Department has approved and issued sewage disposal permits for both yurts.

Margaret Mais is the applicant and lives at 902 Park Ridge Dr in Crozet Virginia. She noted that she is a member of Light Years LLC and owner of the parcel. She explained that the lot is very close to Devil's Backbone and Bold Rock and that it is right on Route 151 and not in a neighborhood. She explained that she and her husband have already begun construction on the main dwelling that is to be used as a vacation house. She added that they are requesting to build a second yurt that will be used for long term stays for her mother and that she would act somewhat like a property manager while on the property. She explained that they would rent the yurt out to transient lodgers when it is not in use by her mother. She added that lodging is hard to find as you go up the mountain and that they would like to provide a space for loved ones and out-of-towners to stay safely after brewery and winery events. She added that the yurts are heavy duty and built to withstand high winds and inclement weather. She explained that

AirBnB has a category just for yurts. She noted that they wanted to offer a glamping experience for people to stay comfortably. She added that the yurt would be constructed by Blue Ridge Yurts and have a dark green exterior of heavy duty fabric that would blend into the treeline. She then showed photos of what the yurt will look like and added that it would not be very visible from the road. She noted that it would be made with a concrete foundation and have a heavy duty roof. She explained that it would meet the highest standards for a yurt structure and be 24' in diameter (452 sq ft). She noted that the well and septic system are adequate to support the two structures. She added that the second yurt would be further back from the road and that they don't plan to add more dwellings or camp sites. She explained that the the yurts will meet setbacks. She added that they have AirBnB super host status and that they want to make sure their guests are respectful and courteous to their neighbors as well as their own property. She explained that there isn't enough lodging for the growing tourism in the area without going over the mountain. She added that the community would benefit from the lodging keeping drunk drivers off the road and providing job opportunities for businesses that would support the project. She also noted that the County would benefit from the added sales and lodging tax.

Mr. Stapleton asked if Ms. Mais' mother would be staying in the main house. Ms. Mais explained that the main yurt would be more of a long term rental but that they want the option to rent it our short term when she is not staying there. Mr. Harman asked if the campground site would be used for less than 30 days at a time. Ms. Mais confirmed that it would. Mr. Amante noted that one would be a permanent structure but that the other one was not supposed to meet the building code for a dwelling. Ms. Mais explained that one of them was not going to have a kitchen and that both of them are removable. Ms. Mais added that the temporary yurt would have a bathroom.

Ms. Bishop added that yurts can meet building code for a dwelling or can fall under the definition of tent, she then read the definition of a tent from the Zoning Ordinance.

"Tent: A structure or enclosure, constructed of pliable material, which is supported by poles or other easily removed or disassembled structural apparatus. "

Mr. Reed explained that he went to the site that day and saw that the one set further back is not able to be seen from the center of the road but that the other would be visible. Ms. Mais explained that both are 452 Sq ft. Mr. Reed added that the property is surrounded by residential and that it could change the complexity of the neighborhood. Mr. Amante noted that you could put a yurt in your backyard as long as you weren't renting it out.

Mr. Stapleton opened the public hearing at 7:34 PM

Charles Webster lives at 125 Old Orchard Lane. He noted that he is strongly opposed to the application and that all the structures in this area are single family dwellings. He explained that this is clearly a plot to get two permanant structures on a lot that is not designed to suit them. Mr. Stapleton asked if he shared a property line. Mr. Webster confirmed that he did.

Allen Adell lives at 6 Old Orchard Lane. He explained that he came prepared to talk about one thing but that he is now hearing a different story. He added that he only saw campgrounds addressed in commercial and business zoning code. He added that on the application and associated site plan that one would be used as a permanent residence but now he learns that was a county error. He noted that now they say Ms. Mais' mother will live there but not all the time. He noted that the structure is not

temporary and that they aren't going to take it down. He said it would then become a campground of two sites. He asked what would stop adjacent pop up tents from coming in. He asked the Planning Commission to recommend denial of the application. He asked what SBDs were as shown on the site plan.

Sue Waterman lives at 125 Old Orchard Ln. She noted that she is confused by the story changing. She added that it looks like someone wants to have two houses where there should be one. She added that she would be fine with one house being rented out but not two.

Mr. Stapleton closed the public hearing at 7:41 PM.

Ms. Allen added that 2.69 acres is not a lot and that she is not a fan of two vacation homes being surrounded by residents. Mr. Amante noted that he saw their other Air BnBs and that they look great. He added that he hopes that Ms. Mais can empathize with the neighbors. He added that if one person caused an issue on the property they could prevent them from coming again, but that it doesn't stop a new person coming in to cause issue. Ms. Mais explained that it's not really a campground. Mr. Amante noted that if it were technically two vacation houses then it would be worse in a way. She explained that it is more soundproof than a campground and that you could see the stars from the top. She explained that mainly she would like to get people off the roads. Ms. Allen recommended that Ms. Mais stick with what she has and prove to her neighbors what she can do, then come back later to seek approval. Mr. Stapleton explained that the root of the problem was not that it was a yurt but that it was two rentals on less than 4 acres without a permanent staff. Mr. Amante noted it would be different if it were a larger piece of property.

**Ms. Allen made a motion to recommend denial of Special Use Permit #397 – Campground (One Site).
Mr. Amante seconded the motion.**

Yes:

Mark Stapleton

Ernie Reed

Charles Amante

Mike Harman

Mary Kathryn Allen

Special Use Permit #398 Brewery

Ms. Bishop presented the following information:

Nelson County Planning Commission

To: Planning Commission
From: Dylan M. Bishop, Director of Planning & Zoning *DMB*
Date: September 22, 2021
Re: SUP #398 – Brewery – 7995 Thomas Nelson Hwy (Holm)

BACKGROUND: This is a request for a Special Use Permit on property zoned B-1 Business to allow a brewery use in an existing structure.

Public Hearings Scheduled: P/C – September 22; Board – October 12 (tentative)

Location / Election District: 7995 Thomas Nelson Hwy / East District

Tax Map Number(s) / Total acreage: 67-A-9A / 1.2 acres +/- total

Applicant Contact Information: Dave Holm, 285 Harlow Lane, Arrington, VA 22922, 540-313-5758, outbackbrew@gmail.com

Owner Information: Jay & Crystal Harris, P.O. Box 26, Lovingston, VA 22949, 434-263-6209

Comments: This property was previously utilized for a church (The Well). The applicant is leasing the property and is proposing to operate a microbrewery, where small batches of craft beer will be brewed and served for on-site consumption. The applicant is not currently proposing to manufacture beer for distribution, and hours of operation are proposed for weekends only (Fridays 1pm-10pm, Saturday 12pm-10pm, and Sunday 1pm-7pm).

DISCUSSION:

Land Use / Floodplain: This area is residential and agricultural in nature, and located along a corridor containing commercial uses. The property is approximately half a mile south of the intersection of Route 151 and Beech Grove Road. Zoning in the vicinity is A-1. There are no 100-year floodplains on this property.

Access / Traffic / Parking: Property is accessed by an existing entrance on Thomas Nelson Highway. There is sufficient parking to support the proposed use. Comments from VDOT (if any) will be provided at the meeting.

Utilities: The applicant is currently working with the Health Department to upgrade the existing septic system. Comments from the Health Department (if any) will be presented at the meeting.

Comprehensive Plan: This property is located in an area designated Light Industrial / Mixed Commercial on the Future Land Use Map. The Light Industrial model “combines both industrial uses and an activity center of residences, shops, and amenities that support the nearby industries, all within a walkable, clearly defined area.” The Mixed Commercial model is a “commercial center offering regional shopping and county-wide services as well as multi-family housing near a primary highway but dependent on internal access and connectivity so all stores and attractions may be reached without continued reliance on the primary highway.”

RECOMMENDATION: The approval of special use permits should be based on the following factors:

1. The use shall not tend to change the character and established pattern of development of the area or community in which it proposed to locate.
2. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property.
3. The proposed use shall be adequately served by essential public or private water and sewer facilities.
4. The proposed use shall not result in the destruction, loss or damage or any feature determined to be of significant ecological, scenic or historical importance.

Attachments:
Application
Email - Narrative
Zoning
Aerial

Dave Holm lives at 285 Harlow Ln in Arrington. He explained that this building was originally built as a garage, then was a printing company, and then a church. He noted that this is not a brewery doing distribution or large production. He explained it would be craft beer for onsite consumption only and that there would be about 900 sq ft. He added that Loose Shoe Brewery in Amherst is similar to what he plans to do. He explained that this would not be a tourist spot or event space, and that he wanted to be a craft brewery for locals. He added that their federal alcohol license is completed and that their state license is completed pending zoning approval. He explained that he is working with VDOT to update the entrance. He added that an advisor from VDH is coming down from Charlottesville to see their equipment.

Ms. Allen asked if there was a playground on the property. Mr. Holm noted that he believed that the church had had a playground. Ms. Allen asked if he had adequate parking. Mr. Holm explained that he would have 19 parking spots in the front and 10 in overflow. Mr. Harman asked if there would be outdoor events, bands, or music. Mr. Holm explained that they don't have a lot of space for an event but that he has looked at local artists potentially playing music inside. Mr. Harman asked if they needed to upgrade the septic due to the large amount of waste from the brewery production. Mr. Holm explained that their nanobrewery would not involve as much waste water as the average brewery. He explained that they would make about two batches a week and have about 30 gallons of waste per day but that about 20 gallons of that is cooling water and comes out as it goes in and can be dumped outside as drainage. He explained that he will take the waste barley home to feed to his animals.

Mr. Harman noted that he would like to see a local business there. Mr. Reed asked how large the building is. Mr. Holm explained that the inside of the structure would be about 900 sq ft that are open to the public with about 1200-1300 sq ft overall inside. Mr. Reed asked how large the brewery production space would be. Mr. Holm explained that it would be about 72" wide, 34" deep, and 5.5' tall. Mr. Reed asked if there was a requirement to see the plans inside. Ms. Bishop noted that there was not a requirement for their office but that Building Inspections might have a requirement.

Mr. Stapleton opened the public hearing at 8:00 PM

Mr. Stapleton closed the public hearing at 8:00 PM

Ms. Allen stated that she was glad to see business moving to the south end of the County.

Mr. Harman made a motion to recommend approval of Special Use Permit #398 Brewery. Mr. Amante seconded the motion.

Yes:

Mark Stapleton

Ernie Reed

Charles Amante

Mike Harman

Mary Kathryn Allen

Rezoning #399 – R-2 to B-1

Ms. Bishop presented the following information:

DRAFT

Nelson County Planning Commission

To: Planning Commission
From: Dylan M. Bishop, Director of Planning & Zoning *DMB*
Date: September 22, 2021
Re: REZ #399 – R-2 to B-1 – 740 Front Street (McClellan / Holman)

BACKGROUND: This is a request to rezone property from R-2 Residential to B-1 Business to align the zoning designation of the property with its use.

Public Hearings Scheduled: P/C – September 22; Board – October 12 (tentative)

Location / Election District: 740 Front Street / East District

Tax Map Number(s) / Total acreage: 58B-3-22A / less than 1 acre

Applicant/Owner Contact Information: Joe Lee McClellan / Sarah Holman, P.O. Box 395, Lovingson, VA 22949, 434-531-2124, sarahholman2@gmail.com

Comments: This property contains an existing structure that was built in 1950 that is currently utilized as a garage and for storage. According to the applicant, the building has previously been home to a grocery store, car dealership, auto parts sales and service, and as office/storage space. When zoning districts were established in the County in the 1970s, this property was designated R-2 Residential. There are no development plans as part of this request; the owners are proposing to align the zoning designation with the existing use.

DISCUSSION:

Land Use / Floodplain: This area is commercial and residential in nature. Zoning in the vicinity is R-2, B-1 and SE-1. There are no 100-year floodplains on this property.

Access / Traffic / Parking: Property is accessed by an existing entrance on Front Street. Comments from VDOT (if any) will be provided at the meeting.

Utilities: There are no development plans as part of this request.

Comprehensive Plan: This property is located in an area designated Rural Small Town on the Future Land Use Map. The Rural Small Town model is a "well-defined center of activity following Nelson's historic small town pattern of guided streets creating blocks with sidewalks, and includes residential and small scale commercial uses as well as places for civic and public use."

RECOMMENDATION: The approval of rezoning requests should be based on one or more of the following factors:

1. Good Zoning Practice
2. Public Necessity
3. General Welfare
4. Convenience

Attachments:
Application
Zoning
Aerial

Ms. Bishop added that she has drafted a mixed used district based on the Service Enterprise district and that it is what she would like to see for areas like Lovingston.

Mr. Harman asked how it was zoned residential. Ms. Hjulstrom explained that the R-2 zoning was likely established when the Zoning Ordinance was adopted in the 1970's.

Sarah Holman is a partner of Joe Lee McClellan Inc and lives at 1162 Stoney Creek West in Nellysford. She explained that the back corner of the property is being utilized as a garage and that in the front is a small office and records and equipment storage. She added that she would like to get all of her dad's properties clean and organized. She added that the Lovingston revitalization plan would support it being zoned B-1 and that it would draw more tenants. She added that her daughter is an interior designer and was showing her what could be done on the property. Ms. Allen asked if any of the surrounding properties were dwellings. Ms. Bishop noted that she didn't think that there were any on that side of the street. Ms. Allen noted that they should be careful of mixing the zoning. Ms. Bishop explained that the ultimate goal is to have the entire area be a mixed use district .

Mr. Reed noted that Jim Bolton used to work on his Volkswagons in the garage on that parcel. He asked how long it has been since there has been an operating enterprise in the main structure. Ms. Holman explained that it was in operation as an apparel shop until about April of 2020.

Mr. Stapleton opened the public hearing at 8:12 PM

Mr. Stapleton closed the public hearing at 8:12 PM

Ms. Allen made a motion to recommend approval of Rezoning #399 R-2 to B-1 . Mr. Amante seconded the motion.

Yes:

Mark Stapleton

Ernie Reed

Charles Amante

Mike Harman

Mary Kathryn Allen

Board of Supervisors Report:

Mr. Reed noted that the Board had a preliminary report on tax assessments and that across the board there are going to be some pretty significant increases in assessments to property. He noted that there would likely be some minor redistricting and that they have seen one proposal and have a request for others. Ms. Allen asked if there would be a public hearing for it. Mr. Reed noted that he did not know.

He then read from Steve Carter's report "A draft RFP has been completed and submitted to the local Planning Commission for review and comment. Planning and Zoning have received and reviewed the comments from the commission members and are incorporating the comments into the RFP. The next step is to submit the RFP to the Board of Supervisors for review and comment. Once the Board's input is received, reviewed and incorporated as applicable, the RFP will be publicly advertised." Mr. Reed noted that the RFP process seems to be going slowly and that the Board still hasn't seen it. Ms. Bishop added that Mr. Carter will be back in the office the next day and that they would send it out then and then plan to advertise at the end of the month. Mr. Stapleton asked if it needed Board approval before being advertised. Ms. Bishop explained that it didn't have to go to a meeting and would be circulated internally for comments from the Board.

Mr. Reed added that the Board approved the transient occupancy tax code and that there was some discussion about transient occupancy. He asked if it was appropriate for them to consider transient lodging before the Comprehensive Plan comes out. Mr. Amante noted that only if they could tax out of County landlords and not in County. Ms. Bishop explained that she and Ms. Hjulstrom have been doing a lot of research on transient lodging and that it is a hot topic currently. She explained that it has been left to localities to have their own regulations and that they hope to look at it by the end of the year. Ms. Hjulstrom added that she would like to address transient lodging before the Comprehensive Plan.

Ms. Allen made a motion to adjourn the meeting at 8:20 PM. Mr. Amante seconded the motion.

Yes:

Mark Stapleton

Ernie Reed

Charles Amante

Mike Harman

Mary Kathryn Allen

Respectfully submitted,

A handwritten signature in black ink that reads "Emily Hjulstrom". The signature is written in a cursive, flowing style.

Emily Hjulstrom

Planner/Secretary, Planning & Zoning

DRAFT