

**TOWN OF COLONIAL BEACH
PLANNING COMMISSION**

Minutes

**Thursday, March 25, 5:30 PM
Town Center, 22 Washington Avenue**



Members Present: Victoria Luna, Chair
Bob Christiansen, Vice Chair
Fletcher Lee
Nathan Howell
Bryon Mack
Steve Ale
Maureen McCabe

Staff: Kathleen Easley, Planning Director

Others Present: Mike Cabrey, Planning Commission Liaison

Call to Order

The meeting was called to order at 5:31 pm.

Approval of Agenda

Agenda approved.

Approval of Minutes

Mr. Christiansen noted that his last name was misspelled on the second page of the February minutes and requested that more information and clarification be added to the Appointment of Chair and Vice Chair section. The agenda was approved with these changes being made.

Public Comment on Planning Commission Matters Not on the Agenda

Eric Nelson spoke on behalf of the Colonial Beach Foundation giving an update regarding the joint effort between them and the Chamber of Commerce to implement a town-wide Wi-Fi program.

Comprehensive Plan Update

Ms. Easley reported that she had received comments from the Virginia Department of Transportation. We have also received a quote from the Berkley Group to finish writing the plan. We are waiting to receive a quote from Hill Studios and need to have a third quote from another vendor before proceeding.

CIP Discussion

Mr. Howell gave an update on the Capital Improvement plan saying that Community Center upgrades are being re-introduced to the CIP. He said that he will be meeting with a representative of the school over the next month to discuss any additions they have to the CIP. More information and planning regarding stormwater infrastructure needs to be done in order to obtain any physical items which can be added to the CIP.

Other Topics

- Committees
 - Ms. Luna discussed filling committees that do not have any members as well as create new committees and assigning new Planning Commission members to committees.
 - Mr. Lee gave an update on the Outreach Committee. He found that the town was not able to support an email account for the Planning Commission and will revisit the issue when the new web service takes over the town website. The outreach Committee has also been tasked with taking the minutes for the meeting. Ms. McCabe suggested restarting the newsletter. Mr. Lee is going to investigate areas to post a newsletter to reach the most citizens.
- Ms. Luna invited the commissioners to a resiliency workshop by RAFT as well as a Chamber of Commerce update on the Harry Nice Bridge construction
- Ms. McCabe gave an update on the vaccination effort of the Guadalupe clinic.

Adjournment

The meeting was adjourned at 6:17 p.m.