



**TOWN OF BOWLING GREEN  
PLANNING COMMISSION MEETING**

**A G E N D A**

**Thursday, May 15, 2025  
6:00 PM**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL AND DETERMINATION OF A QUORUM:**

**APPROVAL OF THE MINUTES:**

- [1.](#) April 17th, 2025 Meeting Minutes

**PUBLIC COMMENT:**

**UNFINISHED BUSINESS:**

**ANNUAL WORKPLAN UPDATE:**

2. Town Zoning Map Update, J.C. LaRiviere, Director of Community Development & Partnerships
- [3.](#) Discussion of Tiny Homes

**COMMISSION COMMENTS AND REPORTS:**

**ADJOURNMENT:**



## TOWN OF BOWLING GREEN PLANNING COMMISSION MEETING

### MINUTES

Thursday, April 17, 2025  
6:00 PM

Chair Seigmund called the meeting to order at 6:01 PM.

#### **PLEDGE OF ALLEGIANCE:**

#### **ROLL CALL AND DETERMINATION OF A QUORUM:**

Chair Seigmund conducted roll call. All Commissioners were present and quorum was established.

#### **PUBLIC COMMENT:**

Chair Seigmund opened public comment at 6:02 PM. No public comment was made and Chair Seigmund closed public comment at 6:03 PM.

#### **APPROVAL OF THE MINUTES:**

1. March 20th, 2025 Meeting Minutes

Upon motion by Councilman Voit and second by Commissioner Benjamin, the Commission voted unanimously to approve the minutes as presented.

#### **ANNUAL WORKPLAN UPDATE:**

2. Discussion of Tiny Homes, J.C. LaRiviere, Director of Community Development & Partnerships

Staff provided an initial report on benefits, disadvantages, and regulatory impacts related to the potential future introduction of tiny homes in town. The Commission submitted several interrogatories which staff indicated would be answered at the May meeting. Commission discussion included mobile vs immobile tiny homes, utility impacts, taxing, and minimum size requirements.

#### **UNFINISHED BUSINESS:**

#### **NEW BUSINESS:**

#### **COMMISSION COMMENTS AND REPORTS:**

#### **ADJOURNMENT:**

Upon motion by Commissioner Gattie, second by Commissioner Benjamin, and unanimous vote of the Commission, Chair Seigmund adjourned the meeting at 6:41 PM.



## **Planning Commission Memorandum**

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**TO:** Bowling Green Planning Commission  
**FROM:** J.C. LaRiviere, Director of Community Development & Partnerships  
**COPY:** India Adams-Jacobs, Town Manager & Zoning Administrator  
**SUBJECT:** Discussion of Tiny Homes  
**DATE:** May 15<sup>th</sup>, 2025

### **SUMMARY:**

Town Council, at their March 6<sup>th</sup> meeting, requested that the Planning Commission discuss tiny homes as part of the Comprehensive Plan update, and the item was added to the 2025 Planning Commission Annual Workplan at the Commission's March 20<sup>th</sup> meeting. At the April 17<sup>th</sup> Commission meeting, the Planning Commission initially discussed the topic of tiny homes and whether they align with the future vision of the Town as a part of the Comprehensive Plan. Commissioners submitted questions to Town staff which will be addressed at the May 15<sup>th</sup> Planning Commission Meeting.

### **BACKGROUND:**

The request from Council was to consider tiny homes within the context of the Comprehensive Plan update, slated for completion by the end of 2025, and not in the context of making any changes to the Zoning Ordinance. This distinction is of critical import, as the question before the Commission is not whether to add this as a permitted use and regulate the use, but rather, the Commission is being asked whether the potential future existence of tiny homes would be complimentary to the vision for the future of the Town within the context of the Comprehensive Plan.

Appendix Q of the 2018 Virginia Residential Code outlines stipulations regarding tiny homes. Tiny homes are defined as "A dwelling that is 400 square feet or less in floor area excluding lofts." Staff presented analyses of state building code regulations and assisted in facilitating discussion at the April 17<sup>th</sup> Planning Commission Meeting, providing an initial report on benefits, disadvantages, and regulatory impacts related to the potential future introduction of tiny homes in town.

### **FISCAL IMPACT:**

This is a discussion item only.

### **RECOMMENDATION:**

There is no staff recommendation at this time. This is a discussion item only.