



**TOWN OF BOWLING GREEN  
PLANNING COMMISSION MEETING**

**A G E N D A**

**Thursday, February 16, 2023  
6:00 PM**

**PLEDGE OF ALLEGIANCE:**

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

**PUBLIC COMMENT:**

**PUBLIC HEARING:**

**APPROVAL OF THE MINUTES:**

- [1.](#) Approval of January 25, 2023 Organizational Meeting Minutes

**NEW BUSINESS:**

**REPORT OF THE ZONING ADMINISTRATOR:**

**UNFINISHED BUSINESS:**

**INFORMATIONAL ITEMS:**

**COMMISSION COMMENTS AND REPORTS:**

**ADJOURNMENT:**

**WORKSESSION:**

Special Events



**TOWN OF BOWLING GREEN  
PLANNING COMMISSION MEETING  
AGENDA ITEM REPORT**

**AGENDA ITEM:** Approval of January 25, 2023 Organizational Meeting Minutes

**ITEM TYPE:** Action Item

**PURPOSE OF ITEM:** Decision - By Motion

**PRESENTER:** Trish Chenault, Town Clerk

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Minutes from January 25, 2023 Planning Commission Organizational Meeting

**ATTACHMENTS:**

01/25/2023 Organizational Meeting Minutes

**REQUESTED ACTION:**

Approve Minutes

**TOWN OF BOWLING GREEN  
PLANNING COMMISSION ORGANIZATIONAL MEETING  
DRAFT MINUTES**

Wednesday, January 25, 2023

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

Town Manager Ms. Finchum called the meeting called to order and noted a quorum was present.

**MEMBERS PRESENT:**

Lisa Gattie  
Valarie Coyle  
Tina Gambill  
Scott Seigmund  
Jeff Voit, Ex-Officio

**Also Present:**

Allyson Finchum, Town Manager  
Trish Chenault, Town Clerk

**Planning Commission 2023 Organizational Matters:**

Organizational meeting was called to order by Ms. Finchum at 6:06 pm

A motion was made by Ms. Gattie, seconded by Mr. Seigmund, which carried a vote of 4-0, the Planning Commission voted to appoint Ms. Tina Gambill as Chairperson for the 2023 Planning Commission.

A motion was made by Ms. Coyle, seconded by Ms. Gattie, which carried a vote of 4-0, the Planning Commission voted to appoint Mr. Scott Seigmund as Vice-Chairperson for the 2023 Planning Commission.

Dates and times for regular Planning Commission meetings for the 2023 calendar year were agreed upon to commence on the 3<sup>rd</sup> Thursday of every month at 6:00 pm. A separate additional meeting can be called at any time as needed.

The Town Manager, Ms. Finchum closed the Organizational meeting at 6:20 pm.

**PUBLIC COMMENT:**

None

**PUBLIC HEARING:**

None

**APPROVAL OF MINUTES:**

Motion by Ms. Gattie, seconded by Ms. Coyle, which carried a vote of 4-0, the Planning Commission voted to approve the October 20, 2022 Meeting Minutes.

A motion by Mr. Seigmund, seconded by Ms. Gattie, which carried a vote of 4-0, the Planning Commission voted to move New Business on the agenda to the worksession at the end of the meeting.

**REPORT OF THE ZONING ADMINISTRATOR:**

Ms. Finchum advised that she has resigned her position of Town Manager effective June 30, 2023. Ms. Finchum would still like to be the Zoning and Planning Administrator if approved by Council.

**UNFINISHED BUSINESS:**

None

**INFORMATIONAL ITEMS:**

None

**COMMISSION COMMENTS AND REPORTS:**

Chairperson Gamble advised Commission about an email she received about DEQ and will forward said email to the rest of the Planning Commission members.

Ms. Gattie spoke about power cord crossing over the sidewalk in front of a residence on S. Main Street that are plugged into a car parked on the street. This is a major safety concern with people walking, running etc. down the sidewalk where the power cord crosses over the sidewalk. The Town Manager will look into the code for this.

**ADJOURNMENT**

A Motion was made by Mr. Seigmund, seconded by Ms. Coyle to adjourn Planning Commission meeting at 6:30 pm.

**WORKSESSION:**

The worksession began at 6:35 pm.

**NEW BUSINESS:**

Fence Regulations = Discussed in worksession

Special Events Regulations = Discussed in worksession

Other Matters = Discussed in worksession