



MINERAL PLANNING COMMISSION ANNUAL ORGANIZATIONAL MEETING AGENDA

January 22, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townclerk@townofmineral.net

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. ADOPT/AMEND AGENDA

E. WELCOME NEW MEMBERS

1. Maggie Larson
2. Ryan Stowe

F. REORGANIZATION ITEMS

1. Nominations and Election of Mineral Planning Commission Chairman for 2026
2. Nominations and Election of Mineral Planning Commission Vice Chairman for 2026
3. Nominations and Election of Mineral Planning Commission Secretary for 2026
4. Motion to continue same meeting dates and time of meetings or revise
5. Review/Revise/Re-adopt Mineral Planning Commission Bylaws & Rules of Procedure
6. Discussion & adoption of Civility Pledge for new members and all meeting attendees

G. PUBLIC COMMENT

H. APPROVAL OF MINUTES

1. Approve or amend minutes 9.25.2025

2. Approve or amend minutes 10.30.2025
3. Approve or amend minutes 11.20.2025

I. OLD BUSINESS

1. Discuss & vote on Mineral Planning Commission 10/30/2025 Public Hearing held on Code Section 425, Article IV – Light Commercial Zoning Classification. (Public Comments Concluded)
2. Mineral Planning Commission vote upon a recommended list of projects to include in the first year of the new Capital Improvement Plan.

J. NEW BUSINESS

1. A. Consider changes to the Town Code Section 425-58 Article X Signs. Add item C, Public Notification Signs.

B. Town Code Section 425-60 Change Title to read, “Issuance of Permits, Licenses and Public Notice Signs.” Add to the first sentence....or authority to issue permits, licenses and public notice signage which shall conform to the provisions of this chapter.

C. Action on the above code section to recommend that the revised permitting process shall include provision of Town developed and issued public notice signs to be placed on all properties in advance of all requested rezoning, conditional use permits, Board of Zoning Appeal permits and for any request to the Town to open or close any undeveloped town streets or alleys appearing on the 1890, W.L. Bishop map of the Town of Mineral. The cost of the signage shall be paid for by the applicant at the the time of permit application. A designated portion of the signage cost will be returned to the applicant if returned to the town in like condition.

K. REPORTS

1. **Zoning Administrator**
2. **Commissioners' Comments**

L. CLOSED SESSION (As Necessary)

M. ADJOURN

Commission Members: Edward Kube - Chairman, Jim Snider - Vice-Chairman,

Teresa Newton, Maggie Larson, Ryan Stowe