



DCSM/Zoning Ordinance Advisory Committee

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| J. Wayne Barrett | Jonelle Cameron |
| Steve Mitchell | Jim Kreider |
| Jacob Giovia | John McBride |
| Michael Kitchen | Robert Sweeney |
| Carl Willis | Carmella Patrick |
| Mitchell Rachlis | Samantha Kearney |
| Emily McKeown | Erik Spencer |
| Paul Johnson | Rick Canizales |
| Jeff Warner | David McGettigan |
| Channing Blackwell | Tom Smith |
| Joe McClellan | Mandi Spina |

MINUTES

**Development Services Building
Conference Room 202A/B**

**June 22, 2023
Organizational Meeting**

In Attendance: Wayne Barrett, Steve Mitchell, Jacob Giovia, Mike Kitchen, Mitchell Rachlis, Emily McKeown, Paul Johnson, Jeff Warner, Joe McClellan, Jonelle Cameron, Jim Krieder, Carmela Patrick, Erik Spencer, David McGettigan, Tom Smith, Mandi Spina, Robert Sweeney, Channing Blackwell, Carl Willis. Staff: Emily Emilie Wolfson, Paolo Belita, Joyce Fadeley, Yolanda, Reza, Aisha Medina, Raj Bidari, Mark Gaskill, Madan Mohan, Lindon Loh.

1. Call to Order **2:03 p.m.**

2. Quorum present

3. Approve the agenda for the June 22, 2023 meeting as presented – APPROVED

4. Discussion on DORAC bylaws:

- a. Bylaws come from the County Board of Supervisor approved Resolution: Res. No. 09-780.
- b. Option for virtual meetings discussed, must have a quorum in person and add a section to the bylaws to allow remote participation by members and be open to the public according to state law.
- c. Adding to Article 4 of the bylaws: Actions of the committee shall be approved by a majority of the members present. In case of a tie, no action will be taken, and the item will be taken up at the next meeting. The committee established that 40% of the committee membership is a quorum to take action on committee matters. Also added to Article 4, members must attend 75% of the yearly meetings.
- d. DORAC is advisory to staff and does not take committee action on proposed zoning text amendments or amendments to the DCSM. The final authority for approval lies with the Board of County Supervisors.
- e. Discussion on having two representatives from the Chamber of Commerce on the committee.

5. Procedural Matter – Approve BYLAWS OF THE DCSM/ZONING ORDINANCE ADVISORY COMMITTEE – APPROVED – MOTION CARRIED (VOTING RECORD: Motion made by Paul Johnson, Seconded by Robert Sweeney; Ayes by acclamation; Nays None; Absent from meeting Canizales, McBride, Kearney.

6. Discussion on restructuring the DORAC membership:

a. The DORAC membership is a large group. In the past, it was difficult to establish a quorum. It was suggested that the Directors, Service Authority, and VDOT, be removed from the committee roster since they have an active role in directing/reviewing zoning text amendments and DCSM amendments as Directors or other agency staff.

b. A change to the membership will require a resolution to be taken to the County Board of Supervisors for approval. Staff will propose language for the resolution to restructure the DORAC membership and follow up with the committee. The bylaws will have to be revised thereafter and reaffirmed by the committee

7. Agency Time

a. Planning (Wolfson)

i. The Planning staff will do its best to send out Zoning Text Amendments 30 days before the meeting of the committee for review.

ii. One of the text amendments will redefine curbside pickup and will no longer require a special use permit.

b. Transportation (Belita)

i. DCSM Section 600 update – addressing the new Mobility Chapter of the Comprehensive Plan, which was approved in December of 2022, and looking at the DCSM Section 600 in its entirety. A consultant (Dewberry) was hired to align county and VDOT transportation standards. The review was kicked off last month.

ii. Proposed revisions to the DCSM Section 600 will be sent out to the committee for review.

c. Fire (Loh)

i. Updating Section 300 of the DCSM by modifying the language.

ii. Additional code sections may be added.

d. Public Works (Raj/Madan – Environmental Management)

i. Updates to the floodplain are expected in the middle of next year along with technical updates.

ii. The State is looking to integrate the Erosion & Sediment regulations and the Stormwater Management regulations.

iii. Amendments to the Chesapeake Bay Preservation Regulations require an update to the DCSM Section 700.

8. Any Other Business

a. Next Tuesday Planning will be asking the BOCS to initiate another ZTA – Public Facility to allow greater flexibility in landscape area requirements for lots for public use.

9. Next Meeting – Thursday, July 27, 2023, 2:00 pm – 4:00 pm

10. Meeting adjourned at 3:12 p.m.