DAMASCUS
VIRGINIA

208 W Laurel Ave

PLANNING COMMISSION

MEETING MINUTES
June 9, 2026
6:00 PM

Members Present: Mitchell Greer, Kerry Guest, Michael Wright, Caroline Henderson

Members Absent: Jeff Buckley, Pat Pritchett, David Atwood

Also Present: Chris Bell (Zoning Administrator)

CALL TO ORDER: *Mr. Guest* called the meeting to order at 6:03 PM.

QUORUM: Four voting members present – the Commission has quorum.

APPROVAL OF MINUTES:

A ***motion*** was made by *Mr. Greer* to accept and approve the meeting minutes of the May 12th, 2026 meeting, 2nd by *Mr. Wright* no further discussion – motion carried (4 – 0)

NEW BUSINESS:

Planning Commission was made aware of a variance request for 824 S. Shady Ave for the demolition and construction of a new home on the 3,500 square foot parcel. No action required.

OLD BUSINESS:

Property List – Update was provided by the Zoning Administrator on the master address list requiring attention and potential violation issues. Majority of property owners have received notification via letter from the town notating the specific violation and deadline to have issue resolved.

Planning Commission was reminded of upcoming Public Hearing on July 6th at 6PM at Town Hall for the Zoning Appendix A amendments for short-term rental in residential districts and restoring authority of conditional use permits to the Board of Zoning Appeals.

ADJOURNMENT:

A ***motion*** was made by *M. Henderson* to adjourn, 2nd by *Mr. Greer*; no further discussion – motion carried (4-0)

Chairman

Secretary