



GLOUCESTER COUNTY
Planning, Zoning & Environmental
Programs Department
6489 Main Street
Gloucester, VA 23061
(804) 693-1224
www.gloucesterva.info

M E M O R A N D U M

TO: Planning Commission

CC: Carol Steele, County Administrator
George Bains, Deputy County Administrator
Ted Wilmot, County Attorney

FROM: Anne Ducey-Ortiz, Director Planning, Zoning, & Environmental Programs

DATE: November 21, 2024 for December 5, 2024 Planning Commission Meeting

SUBJECT: Planning Commission Chair and Vice Chair Elections

At the Planning Commission's November 2024 Meeting, the Chair received nominations for the 2025 Chair and Vice Chair positions. However, in accordance with the Commission's Rules of Procedure (Section 3-3), no vote was to be taken until the December meeting. Furthermore, any additional nominations shall be received during discussion of this at the December meeting with a vote to follow immediately.

Since members will serve one-year terms, may succeed their initial term for only one additional term, and Mr. Johnson (the Chair) and Mr. Meyer (the Vice Chair) have served two years in their current positions, they cannot be renominated for these positions. At the Commission's November meeting, Mr. Meyer and Ms. Johnson were nominated for the Chair and Vice Chair positions, respectively. Elected officers must receive a majority vote of the entire voting membership (at least 4 votes) and will start their term at the beginning of the January 2025 meeting.

Please notify our department if you are unable to attend this meeting so staff can ensure that a majority will be present to conduct the elections. Thank you for your diligent work on the Planning Commission. Feel free to contact Sean McNash or Anne Ducey-Ortiz at 804-693-1224 if you have any questions prior to the December meeting.

PC Action: Receive any additional nominations and elect a Chair and Vice Chair for 2025.