

BERRYVILLE PLANNING COMMISSION
Berryville-Clarke County Government Center
Organizational Meeting Minutes
January 28, 2025

A meeting of the Berryville Planning Commission was held on Tuesday, January 28, 2025 at 7:00 p.m. at the Berryville-Clarke County Government Center in Berryville.

Attendance: Members of the Planning Commission present: William Steinmetz, Michael Bell, Gwen Malone, Michelle Marino, William Gilpin, Dana Libby, Tim Sinclair

Absent: Tom Parker

Staff present: Terry Russell, Community Development Director

Press present: none

1. Call to Order – Terry Russell

Mr. Russell called the meeting to order at 7:00 p.m.

2. Election of Officers – Chair and Vice Chair

Mr. Russell asked for nominations for chair and vice chair. Ms. Malone made the motion, seconded by Mr. Bell, nominating Mr. Steinmetz for Chair. The motion passed by voice vote. Ms. Marino made the motion, seconded by Mr. Gilpin nominating Ms. Malone for Vice Chair. The motion passed by voice vote.

3. Approval of Meeting Dates

Ms. Marino made the motion to approve the 2025 meeting dates, seconded by Mr. Bell. The motion passed by voice vote.

4. Approval of Agenda

Ms. Malone made the motion to approve the agenda as presented, seconded by Mr. Sinclair. The motion passed by voice vote.

5. Approval of Meeting Minutes

Mr. Bell made the motion to approve the minutes of the November 26, 2024 meeting as presented, seconded by Ms. Malone. The motion passed by voice vote.

6. Citizens' Forum

There were no comments.

7. Planning Update

There was no update.

8. Other

There was no other business.

9. Adjourn

Mr. Bell made the motion to adjourn the meeting, seconded by Ms. Malone. The meeting was adjourned at 7:10 p.m.



William Steinmetz, Chair



Terry Russell, Secretary