

**Town of Broadway  
Planning Commission  
Meeting Minutes  
Monday, December 11, 2023**

The Broadway Planning Commission met in the Council Chambers of the Broadway Town Hall on Monday, December 11, 2023. Planning Commission members present were Eddie Long, Tim Schmoyer, Brenda Pultz, and Travis Driver. Planning Commission member David Jordan was absent. Staff members present were Deputy Town Manager, Cari Orebaugh and Town Clerk, Donna Lohr.

Chairman Eddie Long called the meeting to order at 7:00 p.m. and established a quorum with four members present.

**Approval of Minutes:**

**Ms. Brenda Pultz made a motion to approve the minutes from the November 13<sup>th</sup>, 2023, meeting and the minutes from the November 14<sup>th</sup>, 2023, Joint Public Hearing with Town Council. Mr. Travis Driver seconded the motion which passed with the following recorded vote:**

<b>Travis Driver</b>	<b>Aye</b>	<b>Brenda Pultz</b>	<b>Aye</b>
<b>Eddie Long</b>	<b>Aye</b>	<b>Tim Schmoyer</b>	<b>Aye</b>

**New Business:**

**a. Comprehensive Plan Update**

Mr. Eddie Long advised that the only item under New Business was a review of Chapters 4 and 5 of the Comprehensive Plan Update.

Mr. Jeremy Crute, with the Central Shenandoah Planning District Commission (CSPDC), provided a presentation summarizing Chapters 4 and 5 of the Comprehensive Plan Update. He also presented the final data from the Community Survey. He advised that the data from the survey indicates a 90% approval rating from citizens.

Mr. Crute indicated that changes made to Chapter 4 include updates of the demographic numbers in Broadway. Mr. Crute mentioned that all the other chapters are impacted by demographics, specifically population size and projection. Mr. Crute stated that the updated census data is now included in the Comprehensive Plan update. He also stated that Broadway's current growth rate is faster than that of both Rockingham County and the state. Projected population is over 6,300 citizens by 2045. Mr. Crute remarked that discussion of urban development areas has been removed from this Chapter and will be included in the Land Use chapter.

Mr. Crute then discussed updates to Chapter 5, Economy. He advised that the socio-economic characteristics were updated. Broadway has a high labor force participation rate at 77.4 %, coupled with a very low unemployment rate. Mr. Crute then advised there are new proposed goals and objectives for this chapter. The goals are relatively generic, but Mr. Crute advised that feedback from Planning Commission members can help to personalize the goals for the Town of Broadway. Some things to consider include how to build on area strengths, how to

capitalize on Broadway as a part of the Shenandoah Valley and the attractions available to visitors. Other factors to consider include making sure the labor force is well taken care of with items such as childcare, housing and transportation. Mr. Crute advised that if members have any ideas or feedback on additional items to include, to please reach out to him via email.

Mr. Crute advised that the CSPDC would be working on the next two chapters for the next meeting.

Mr. Tim Schmoyer asked if the Town desires to attract new businesses, how can that be done if the land is filled to capacity and business spaces are currently occupied? Mr. Crute advised that he would look at adjusting the verbiage to “encourage land and business development as available”.

After some discussion among members regarding the current population and the limited available areas that can be developed, Mr. Crute advised that he will review the listed projected numbers for population. Planning Commission members and Ms. Orebaugh mentioned that some of the listed businesses under the Industrial section need to be changed. Ms. Orebaugh advised that she will send those business names that need to be changed to Mr. Crute.

**Old Business:**

- a. Planning Commission Vacancy –

Ms. Orebaugh advised that staff has received two letters of interest in regard to the vacancies on the Planning Commission. The council will interview and appoint a new planning commission member by the January meeting.

**Other Business:**

- a. Election of Vice Chair-

Ms. Brenda Pultz nominated Mr. Tim Schmoyer as Vice Chairman of the Planning Commission. There were no additional nominations for Vice Chairman of the Planning Commission. Mr. Tim Schmoyer indicated that he would be willing to serve as Vice Chairman.

**Ms. Brenda Pultz then made a motion to appoint Mr. Tim Schmoyer as Vice Chairman of the Planning Commission. Mr. Travis Driver seconded the motion which passed with the following recorded vote:**

<b>Travis Driver</b>	<b>Aye</b>	<b>Brenda Pultz</b>	<b>Aye</b>
<b>Eddie Long</b>	<b>Aye</b>	<b>Tim Schmoyer</b>	<b>Aye</b>

Mr. Eddie Long wished everyone a Merry Christmas and he thanked Planning Commission members for their service. Ms. Orebaugh advised that the next Planning Commission meeting is scheduled for January 8, 2024.

**With no further business to discuss, Mr. Long adjourned the meeting at 7:40 p.m.**

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Donna Lohr, Town Clerk/  
Secretary to the Planning Commission