



**PLANNING COMMISSION  
MINUTES**

**Wednesday, January 14, 2026, at 6:30 PM**

Work Session, 5:30 PM, Council Chambers Conference Room, City Hall,  
114 North Broad Street, Salem, Virginia 24153

Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

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**WORK SESSION**

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**1. Call to Order**

A work session meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 North Broad Street, at 5:30 p.m., on Wednesday, January 14, 2026, there being present the following members of said Commission, to wit: Denise P. King, Reid Garst, Jackson Beamer, Mark Henrickson, and Nathan Routt, constituting a legal quorum, with Chair King, presiding; together with Rob Light, Assistant City Manager and Deputy Executive Secretary, ex officio member of said Commission, Charles E. Van Allman Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator, Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney; and the following business was transacted:

Chair Denise King reported that this date, place, and time had been set in order for the Commission to hold a work session. The work session meeting was called to order at 5:34 p.m.

A discussion was held on the following items:

**2. New Business**

**A. Items for the January agenda**

1. 101 Electric Road Rezoning
2. Amendment of the PC bylaws

**3. Adjournment**

Chair King adjourned at 6:24 p.m.

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## REGULAR SESSION

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### 1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers, City Hall, 114 North Broad Street, at 6:30 p.m., on Wednesday, January 14, 2026, there being present the following members of said Commission, to wit: Denise P. King, Reid Garst, Jackson Beamer, Mark Henrickson, and Nathan Routt, constituting a legal quorum, with Chair King, presiding; together with Rob Light, Assistant City Manager and Deputy Executive Secretary, ex officio member of said Commission, Charles E. Van Allman Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator, Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney, and the following business was transacted:

Chair King called the January meeting of the City of Salem Planning Commission to order at 6:30 p.m. Reporting that this date, place, and time had been set in order for the Commission to hold a public meeting.

#### A. Pledge of Allegiance

#### B. Roll call

Mr. Routt - Here  
Mr. Henrickson - Here  
Mr. Beamer - Here  
Mr. Garst - Here  
Chair King – Here

### 2. Election of Chairman and Vice-Chairman for 2026 as conducted by Chair Pro Tem, Mr. Light.

#### A. Election of Chairman for 2026

Mr. Light asked for nominations for Chairman for the Planning Commission for the year 2026. Mr. Garst nominated Mrs. King and Mr. Beamer seconded the nomination.

Roll call vote

Mr. Routt – Aye  
Mr. Henrickson – Aye  
Mr. Beamer – Aye  
Mr. Garst – Aye  
Chair King – Aye

Chair King stated she accepted the role of Chairman for the year 2026, continuing to the next order of business to elect a Vice Chairman for the year 2026.

**B. Election of Vice Chairman for the Planning Commission for the year 2026**

Chair King asked if anyone would like to make a nomination.

Mr. Henrickson nominated Mr. Reid Garst to be Vice Chairman and Mr. Routt seconded the nomination. Chair King hearing no other nominations she called for the roll call vote.

Roll call vote

Mr. Routt - Aye  
Mr. Henrickson - Aye  
Mr. Beamer – Aye  
Mr. Garst – Aye  
Chairman King - Aye

**3. Consent Agenda**

**A. Minutes**

Consider acceptance of the minutes from the December 10<sup>th</sup>, 2025, work session and regular meeting.

Chair King stated that under the consent agenda, are the minutes of the December 10<sup>th</sup>, 2025, Planning Commission work session and regular meeting. Chair King asked the Commission if anyone had any questions, additions, or comments. Hearing none the minutes were accepted.

**4. New Business**

**A. Amendment of the Planning Commission Bylaws**

Consider amending the bylaws of the Planning Commission to reflect the state code directed amendments regarding the designated agent, state code reference corrections, and clarification regarding the secretary and deputy secretary positions. (Continued from the December 10<sup>th</sup> 2025, meeting.)

Chair King asked if anyone had any comments, hearing none, she asked if there was a motion. Mr. Garst made a motion to approve and Mr. Routt seconded the motion.

Roll Call Vote

Mr. Routt – Aye  
Mr. Henrickson – Aye  
Mr. Beamer – Aye  
Mr. Garst – Aye  
Chair King – Aye

**5. Amendment to the Zoning Ordinance**

**A. Hold a public hearing and consider the request of Mc Donald’s Corporation, property owner, to rezone the property located at 101 Electric Road (Tax Map # 80-**

4-1) from HBD Highway Business District with condition to HBD Highway Business District.

Proper legal notice has been given and all adjoining property owners have been notified of said hearing.

Chair King asked if there was anyone on the staff wanting to say something about this item. Ms. Wines stated that there have been no correspondence or public comments received. Chair King invited the representative of the Applicant to come forward and appraise the council of what information there is to be had.

Kim Lacy, 1519 Summit Avenue, in Richmond, Virginia, stated that she is an attorney with Roth Jackson, acting agent for the applicant. Pilar Martin accompanied her as she is the engineer on this job and can answer any technical questions. Ms. Lacy described the proposal to demolish and reconstruct the McDonald's restaurant to add a second drive-through lane, which would merge into a single lane at the service window. Additional signage and traffic control measures were proposed to improve pedestrian and vehicle safety.

Chair King asked if anyone had any questions or concerns. Mr. Henrickson asked the engineer about the time frame of the entirety of the project.

Pilar Martin, 706 Country Club Road, New Port News, Virginia. The timeline would be approximately six months, with potential reopening one month thereafter. Chair King asked if the plan was to still use the same color scheme gray and white. Ms. Martin agreed that was the plan. Mr. Van Allman asked Ms. Martin if she had any discussions with the Community Development Department, specifically the City Engineer, concerning the greenway and construction in that area. Ms. Martin answered that this project is going through the full site plan process and comments have been received from some of the city departments, including the City Engineer. Mr. Beamer asked if there was a start date set. Mr. Martin said that it may be early 2027 but the developer would like to move that date up if possible.

Chair King, hearing no other comments or questions, opened the public hearing portion of the meeting at 6:38 p.m. stating that anyone who wished to speak please come forward and state their name and address for the record. Hearing none Chair King closed the public meeting at 6:40 p.m.

Chair King entertained a motion on the matter. Mr. Garst moved to recommend approval to change the zoning at 101 Electric Road from HBD Highway Business District with condition to HBD Highway Business District with no condition. Mr. Routt seconded the motion.

Roll call vote

Mr. Routt – Aye  
Mr. Henrickson – Aye  
Mr. Beamer – Aye  
Mr. Garst – Aye  
Chair King – Aye

Chair King stated that motion carries. The process in the City of Salem is that the Planning Commission serves as a recommending and research body to City Council and that the request would be forwarded with a recommendation for approval. The applicant would be notified once

the item was placed on the City Council agenda.

**6. Cancellation of February meeting**

Chair King stated that no agenda items were scheduled for February and requested a motion to cancel the February Planning Commission meeting.

Mr. Routt moved to cancel the February meeting. The motion was seconded by Mr. Beamer.

Roll call vote

Mr. Routt – Aye  
Mr. Henrickson – Aye  
Mr. Beamer – Aye  
Mr. Garst – Aye  
Chair King – Aye

**7. Adjournment**

Chair King stated there was no additional business for the Planning Commission and the meeting was adjourned at 6:42p.m.