



AGENDA
Wytheville Planning Commission
Thursday, April 12, 2018
6:00 p.m.
Council Chambers
150 East Monroe Street
Wytheville, Virginia 24382

- A. **CALL TO ORDER** — Chairman M. Bradley Tate
- B. **ESTABLISHMENT OF QUORUM** — Chairman M. Bradley Tate
- C. **CONSENT AGENDA**
 - 1. Minutes of the work session and the regular meeting of March 8, 2018
- D. **CITIZENS' PERIOD**
- E. **PUBLIC HEARING**
 - 1. Request of Loretto Historic Mansion, LLC for a special exception permit to conduct meetings, conferences, educational seminars, tours, indoor recitals and outdoor special events at 205 Loretto Drive, which is located on the west side of Loretto Drive between Peppers Ferry Road and Mountain View Drive, in an R-1 Residential District
- F. **RECOMMENDATION TO TOWN COUNCIL**
 - 1. Request of Loretto Historic Mansion, LLC for a special exception permit to conduct meetings, conferences, educational seminars, tours, indoor recitals and outdoor special events at 205 Loretto Drive, which is located on the west side of Loretto Drive between Peppers Ferry Road and Mountain View Drive, in an R-1 Residential District
- G. **OTHER BUSINESS**
 - 1. Set a public hearing to consider a revision the Town of Wytheville Zoning Ordinance, Article XXI, Regulating Outdoor Advertising in Sight of Public Streets in the Town of Wytheville, Article III, Table of Permitted Size, Number, Height and Location of Signs
 - 2. Annual review of special exception permits for: 1) Thomas and Tina Cline; 2) Commonwealth of Virginia, Department of General Services, Surplus; 3) Brad Litton; 4) Wytheville (Wytheville) WMC, LLC (Petco); and, 5) Chris Umberger

3. Continued discussion regarding dog parks
4. Discussion regarding how rezonings may affect “land use” designations
5. Further review of the concept of smaller homes/smaller lots in town

H. **ADJOURNMENT**

**MINUTES OF THE WORK SESSION OF THE WYTHEVILLE PLANNING COMMISSION
HELD IN THE COUNCIL CHAMBERS ON THURSDAY, MARCH 8, 2018, AT 5:30 P.M.**

Members present: M. Bradley Tate, Bradford M. Litton, Terrance E. Suarez, Kevin L. Varney,
Joseph E. Hand, Jr.

Members absent: Cathy D. Pattison, Kenny W. Ervin

Others present: None

RE: CALL TO ORDER, QUORUM

Chairman Tate called the work session to order and established that a quorum was present.

RE: CONSIDERATION OF SMALL HOMES/SMALL LOTS

Chairman Tate noted the purpose of the work session is to discuss the need for zoning for smaller homes and smaller lots in the town. Assistant Town Manager Moore presented information to the Planning Commission that was used in Seattle, Washington, for cottage homes when the request for smaller homes became an issue there in 2001. Mr. Moore continued to review the cottage home regulations and how they could apply to the Town of Wytheville. He noted that the Planning Commission could possibly consider placing an overlay over certain portions of town similar to a Planned Unit Development that would permit smaller size homes with lots that would have decreased setbacks for front, side and rear yards. The Planning Commission reviewed a map of blocks in town where developments for smaller homes could take place. Assistant Town Manager Moore noted that there is almost an entire vacant block behind Pizza Hut that could be developed with smaller lots and homes if these regulations were put into place. It was noted that Mr. Andy Kegley should be contacted to see if he had any plans for the construction of smaller homes, and if these proposed regulations would be beneficial to his organization. It was noted that these regulations could help to infill the vacant lots in town to provide more affordable housing. It was the consensus of the Planning Commission to ask Town staff to contact Mr. Andy Kegley and discuss this matter with him. Also, it was the consensus for the Planning Commission to continue to review the cottage home regulations presented at this meeting, and to continue to discuss this matter after Town staff contacted Mr. Kegley.

RE: ADJOURNMENT

There being no further business, a motion was duly made, seconded and carried to adjourn the meeting (6:12 p.m.).

M. Bradley Tate, Chairman

Sharon G. Corvin, CMC, Town Clerk

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE PLANNING COMMISSION
HELD IN THE COUNCIL CHAMBERS ON THURSDAY, MARCH 8, 2018, AT 6:13 P.M.**

Members present: M. Bradley Tate, Bradford M. Litton, Terrance E. Suarez, Kevin L. Varney, Joseph E. Hand, Jr.

Members absent: Cathy D. Pattison, Kenny W. Ervin

Others present: Assistant Town Manager Stephen A. Moore, Town Clerk Sherry G. Corvin, Town Attorney Christopher R. Menerick

RE: CALL TO ORDER, QUORUM

Chairman Tate called the meeting to order and established that a quorum was present.

RE: CONSENT AGENDA

Chairman Tate presented the consent agenda consisting of the minutes of the regular meeting of February 8, 2018. He inquired of the Commission if there were any additions or corrections to the consent agenda or if there was a motion to approve the minutes, as presented. A motion was made by Dr. Suarez and seconded by Mr. Varney to approve the consent agenda consisting of the minutes of the regular meeting of February 8, 2018, as presented. Chairman Tate inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: M. Bradley Tate, Bradford M. Litton, Terrance E. Suarez, Kevin L. Varney, Joseph E. Hand, Jr. Against: None.

RE: CITIZENS' PERIOD

Chairman Tate advised the next agenda item is Citizens' Period. Chairman Tate stated there were no citizens attending the meeting, therefore, he would proceed with the agenda.

RE: PROPOSED REZONING OF CERTAIN PORTIONS OF TOWN

Chairman Tate advised the next agenda item is a discussion regarding the proposed zoning for Community Boulevard and the Edgemont property area. Assistant Town Manager Moore stated that at the last meeting, the Planning Commission asked him to contact Mr. Sam Cassell regarding Mr. Cassell's property located near the Edgemont property. He noted that Mr. Cassell directed him to Mr. Mike Cassell, who manages the property. Assistant Town Manager Moore explained that the property that the Planning Commission was reviewing at the last meeting is the property of Mr. Charles Testerman. He commented that he contacted both land owners. Assistant Town Manager Moore explained that Mr. Cassell stated that there was a residence located on his property, but it has been demolished. Assistant Town Manager Moore commented that Mr. Cassell expressed that he has no intentions of doing anything with the land other than farming it. He stated that Mr. Cassell explained that if he wished to do something else with the land, he would approach the Town. Assistant Town Manager Moore remarked that Mr. Cassell's major fears were that if the land is rezoned, the assessment may go up, his taxes will go up and he may lose his land use designation. He commented that he is not sure if any of this is true, but Mr. Cassell fears this. Assistant Town Manager Moore stated that if any of those fears come true, the Town will get the blame for it. He noted that he visited Mr. Testerman, and Mr. Testerman's message, even without talking to Mr. Cassell, was exactly the same. Assistant Town Manager Moore remarked that Mr. Testerman stated that he really does not want the property rezoned at this time, but if he wants to rezone later, he will approach the Town about a rezoning. A discussion ensued regarding the proposed rezoning in the Edgemont area and the discussions held with both property owners. Vice-Chairman Litton inquired of Assistant Town Manager Moore if he had checked with the County to see about Mr. Cassell and Mr. Testerman keeping their land use if it is rezoned. Discussion ensued regarding how the County would view the land if it is rezoned. Assistant Town Manager Moore stated that he would contact the County to see how they would view the land use if the property is rezoned since the County does not recognize zoning. Further discussion ensued regarding the proposed rezoning of the Edgemont property. Assistant Town Manager Moore depicted on the map the proposed sewer line on the Edgemont property. He inquired if the Planning Commission would like for Town staff to contact the property adjacent to Edgemont. Mr. Hand stated that he knows the other property owners that would be included in the rezoning, and he spoke to one of the owners already. He noted that the owner would like for the property to be rezoned. Mr. Hand remarked that he also knows Mr. Sam Murdoch very well, and he would be happy to speak to him. Assistant Town Manager Moore stated that he would appreciate Mr. Hand contacting Mr. Murdoch regarding the property. A discussion ensued regarding the possible rezoning of the Edgemont property. Mr. Hand inquired of Assistant Town Manager Moore if he would need something in writing from Mr. Murdoch and from the owner of Edgemont stating that they were in favor of the rezoning. Assistant Town Manager Moore stated that it would be helpful to have something in writing. A

discussion ensued regarding how property owners are contacted during a proposed rezoning. Mr. Varney inquired of Assistant Town Manager Moore as to what area it was that Mr. Moore felt the Town might get some negative feedback. Assistant Town Manager Moore depicted on the map the area to which he was referring. A discussion ensued regarding the proposed rezoning of the property of Edgemont and the procedures of the public hearing. It was the consensus of the Planning Commission to not set the public hearing and to allow Mr. Hand to contact property owners regarding the proposed rezoning of the Edgemont area. Chairman Tate inquired if there was any further discussion regarding the proposed rezoning of properties. There being none, he proceeded with the agenda.

RE: DOG PARKS

Chairman Tate advised the next agenda item is the further discussion regarding dog parks. Assistant Town Manager Moore explained to the Planning Commission that he had heard back from County Administrator Stephen Bear regarding the area adjacent to Ager Park for a dog park. He noted that County Administrator Bear stated that the County might be receptive to leasing the property to the Town for a nominal fee of \$1.00 per year, if the Town is interested. Assistant Town Manager Moore continued to explain the proposed area at Ager Park for the dog park to the Planning Commission. He noted that Town staff composed an estimate of what a reasonable dog park would cost, and the price is approximately \$45,000, which might be on the higher side depending on how elaborate the Planning Commission would like for it to be. He continued to explain the proposed park area to the Commissioners. Assistant Town Manager Moore inquired of the Planning Commission if there were any questions or comments. Mr. Varney inquired if the \$45,000 estimate includes materials and the Town's Public Works Department performing the labor. Assistant Town Manager Moore stated that \$45,000 is the price installed. He explained the cost of the fencing, which would be approximately \$10-\$15 per foot, installed by a contractor. The Planning Commissioners discussed the costs involved with the dog park. Mr. Hand remarked that he did not particularly like the location. He commented that it is not very attractive, and not only does a person want their dogs to have a good time, but if he is going to the dog park, he wants to enjoy himself, as well. Mr. Hand commented that if the Town is going to spend close to \$50,000 on a dog park, he would like to see it built in a location where people can be proud of it and want to go to enjoy it. Assistant Town Manager Moore stated that he thinks the Town can make the piece of land into an attractive area that is now just a field that is mowed. He remarked that he feels unsure that this location could work even for \$45,000 because he is not sure that the Council will even be able to spend that amount for a dog park. Discussion ensued regarding the potential for the dog park at the property adjacent to Ager Park. Chairman Tate inquired of Assistant Town Manager Moore as to the status of the water tank site for the dog park, and if that site is definitely out of the question. Assistant Town Manager Moore explained that the Town staff received feedback that there was not a lot of interest on the Council to use that area because it is surrounded by a lot of houses. Mr. Hand commented that the location is a great area for a dog park, however, the Council was afraid of negative feedback. Discussion ensued regarding the area near Ager Park. Mr. Hand commented that with everything that is needed to make the park happen, he can see this park becoming a \$75,000 park in no time. He remarked that he does not see that being feasible. Mr. Hand expressed that he is only one vote on the Town Council, but there are a lot of big budget items on the table for the 2018-19 budget, therefore, even if the Planning Commission would like to do this, this could be part of a two year plan or something that could take place over the next five years. Discussion ensued regarding ways to cut the budget on the dog park to make it happen. Chairman Tate inquired of Assistant Town Manager Moore when the ADA compliance comes into effect for parks, etc. Assistant Town Manager Moore explained that it would be a public facility, therefore, it would be required to be ADA accessible. Discussion ensued regarding ways the park could be ADA compliant, the cost of a shelter, where a shelter could be built, etc. Mr. Hand thanked Assistant Town Manager Moore for contacting the County and presenting the property to the Planning Commission for consideration as a dog park location. Chairman Tate inquired of Assistant Town Manager Moore what the next step would be regarding the dog park. Assistant Town Manager Moore explained that if the Planning Commission was interested in proceeding, they needed to make a motion for Mr. Hand, the Planning Commission's Council Liaison, to present as a recommendation to the Town Council. Mr. Hand inquired if all of the Commissioners were in favor of the site. Mr. Varney stated that he felt it was a good site, however, the cost is high for any location. Discussion ensued regarding the Commissioners' thoughts of the location, what the park should include, other possible locations, etc. It was the consensus of the Planning Commission members for Town staff to contact Blacksburg regarding the size of their dog park and report back to the Commission at the next meeting.

RE: ADJOURNMENT

There being no further business, a motion was duly made, seconded and carried to adjourn the meeting (6:50 p.m.).

M. Bradley Tate, Chairman

Sharon G. Corvin, CMC, Town Clerk