



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

- A. **CALL TO ORDER** — Vice-Chairman Brad Litton
- B. **ESTABLISHMENT OF QUORUM** — Vice-Chairman Brad Litton
- C. **CONSENT AGENDA**
  - 1. Minutes of the regular meeting of June 14, 2018
- D. **PUBLIC HEARING**
  - 1. Consider rezoning certain properties located on the south side of Chapman Road, which are generally bounded by the Norfolk Southern Railroad, Edgemont Road and Echo Valley Road, and, one parcel to the east of Echo Valley Road, from MA-1 Medical Arts and R-2 Residential to B-2 Business
- E. **RECOMMENDATION TO TOWN COUNCIL**
  - 1. Consider rezoning certain properties located on the south side of Chapman Road, which are generally bounded by the Norfolk Southern Railroad, Edgemont Road and Echo Valley Road, and, one parcel to the east of Echo Valley Road, from MA-1 Medical Arts and R-2 Residential to B-2 Business
- F. **CITIZENS' PERIOD**
- G. **SPECIAL EXCEPTION PERMIT REQUEST**
  - 1. Set a public hearing to consider the request of Ms. Alma Watson for a special exception permit to operate a bed and breakfast and a conference and meeting center at 580 Withers Road, which is located on the north side of Withers Road between Seventh and Ninth Streets, in an R-1M Residential District
- H. **OTHER BUSINESS**
  - 1. Continued review of regulations regarding smaller homes/smaller lots in town
- I. **ADJOURNMENT**

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE PLANNING COMMISSION  
HELD IN THE COUNCIL CHAMBERS ON THURSDAY, JUNE 14, 2018, AT 6:00 P.M.**

Members present: M. Bradley Tate, Bradford M. Litton, Cathy D. Pattison, Kevin L. Varney, Joseph E. Hand, Jr.

Members absent: Terrance E. Suarez, Kenny W. Ervin

Others present: Assistant Town Manager Stephen A. Moore, Town Clerk Sherry G. Corvin, Town Attorney Christopher R. Menerick, Assistant Director of Planning and Development Brian Freeman, Bobbie Dirks, Becky Grubb

**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 special meeting of May 3, 2018, and the minutes of the regular meeting of May 10, 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 Ms. Pattison and seconded by Mr. Hand to approve the consent agenda consisting of the minutes of the special meeting of May 3, 2018, and the minutes of the regular meeting of May 10, 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, Cathy D. Pattison, Kevin L. Varney. Against: None.

**RE: CITIZENS' PERIOD**

Chairman Tate advised the next agenda item is Citizens' Period. He stated there were no citizens attending the meeting who stated on the sign in sheet that they wished to address the Planning Commission, therefore, he would proceed with the agenda.

**RE: FORMER EDGEMONT PROPERTY ZONING**

Chairman Tate advised the next agenda item is for the Planning Commission to review the possible rezoning of the former Edgemont property, which is located on the southside of Chapman Road between Nye Springs Road and Echo Valley Road. Assistant Town Manager Moore depicted on the map the area of property proposed to potentially be rezoned from MA-1 Medical Arts to B-2 Business. Assistant Town Manager Moore commented that if the Planning Commission feels that this is appropriate, Town staff will advertise for a public hearing at the July 12, 2018, Wytheville Planning Commission meeting. He stated that the new owner of Edgemont has inquired regarding the potential for the Town to initiate a change in the zoning of the property. He remarked that he has not heard any communication from the church, however, he has attempted to make contact but has not been successful in finding a working number, etc. Chairman Tate commented that he thinks that it is great that the owner of Edgemont has come forward and has advised Town staff that he is interested in rezoning the property. Discussion ensued regarding the possible rezoning of the Edgemont property and other property that is owned by Mr. Sam Murdoch. Mr. Varney inquired of Assistant Town Manager Moore if the Town has received any negative feedback, at this time. He noted that nothing has been advertised at this time. Mr. Hand explained that he feels if the land is being opened up to development, which is why he feels is part of the reason the Town took sewer to this area, then the property should be rezoned. Discussion ensued regarding the sewer project. The Planning Commission continued to discuss the proposed rezoning of the Edgemont property. Discussion ensued regarding the property that Mr. Sam Murdoch still owns near Edgemont and the 50 foot right of way that does not belong to Mr. Murdoch or anyone. Assistant Town Manager Moore stated that it is his understanding that the road leading up past the church and into the Edgemont area is public right of way, but that the Town has not agreed to accept it into the Town system because it does not meet all of the standards. He noted that this could be problematic in the future. Mr. Hand commented that this is a 50 foot right of way, which does meet standards, however, it is just not improved. A discussion ensued regarding the 50 foot right of way. Assistant Town Manager Moore inquired if the Planning Commission would like to advertise for a public hearing at the July meeting or if they would like to study the rezoning further. The Planning Commissioners continued to depict on the map who owned the various properties, etc. A motion was made by Mr. Hand and seconded by Ms. Pattison to set a public hearing for the July 12, 2018, Planning Commission meeting, at 6:00 p.m. in the Council Chambers, to consider rezoning certain properties located on the south side of Chapman Road, which are generally bounded by the Norfolk Southern Railroad, Edgemont Road and Echo Valley Road, and, one parcel to the east of Echo Valley Road, from MA-1 Medical Arts and R-2 Residential to B-2

Business. 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, Cathy D. Pattison, Kevin L. Varney, Joseph E. Hand, Jr. Against: None.

#### **RE: AGER PARK – PROPOSED DOG PARK SITE**

Chairman Tate advised that the next agenda item is the continued discussion of Ager Park as a potential site for a dog park. Assistant Town Manager Moore stated that the Commissioners had thought that a ramp could be installed across the berm and down to the proposed dog park, but when the berm is crossed, there is not a level area to where a person could have an accessible path to a dog park. He noted that the area then continues to get steep. He advised that he would suggest continuing to look for a more practical, level site to use for the park. Assistant Town Manager Moore continued to express his thoughts regarding Ager Park as a potential site for a dog park. He commented that he looked at other property in that vicinity which is owned by the County, as well. He noted that he has not contacted the County, however, he did contact the Joint Industrial Development Authority and they stated that the County might be agreeable with this. Assistant Town Manager Moore commented that in looking into this, he contacted Ms. Becky Grubb, who owns the adjacent property, and she is not interested in having a public dog park located next to her home. He continued to explain that he feels that the Town is not in any hurry, and that he feels like another site needs to be explored. Assistant Town Manager Moore stated that Town staff did explore the old quarry site, which is located at the bottom of Union Street, and that it is relatively three quarters of a level acre, and it will have to be cleaned up, therefore, that area is not so ideal. He explained that it is nicely secluded. Assistant Town Manager Moore noted that it would improve a relatively rough area of town. He remarked that Town staff could continue to study Ager Park, if the Planning Commission wishes to use the site as a dog park. Assistant Town Manager Moore continued to express his thoughts regarding the parking at the Ager Park site. He noted that parking is going to be very difficult and expensive at this site. Vice-Chairman Litton inquired if Assistant Town Manager Moore is stating that an ADA path needs to be installed. Assistant Town Manager Moore explained that he feels that an ADA accessible path needs to be installed. Discussion ensued regarding an ADA accessible path. Assistant Town Manager Moore reminded the Planning Commissioners that this will be an expensive project, and that the Town Council has not stated that they will fund the project at this time. He noted that the Council is in the process of approving the budget and this is another costly line item to add to the budget. Mr. Hand inquired of Assistant Town Manager Moore regarding the Community Boulevard project. He inquired if a landowner wanted to offer an acre of land, not to give to the Town, but to lease to the Town, for a dog park if this would be feasible. Mr. Hand inquired if a piece of land near the college would possibly work for the dog park. He inquired if Assistant Town Manager Moore could please remind him what the College stated about using their land for a dog park. Assistant Town Manager Moore explained that the College stated that they currently have a walking path where they allow people to bring their dogs, therefore, they feel like they already are accommodating people in allowing them to walk their dogs at the College track. He noted that the College does not mind if people turn their dogs loose to run, however, there is not a fenced area to keep the dogs from running away. Mr. Hand stated that he would be willing to contact Mr. Charlie Testerman to see if Mr. Testerman would be willing to let the Town use one acre of land along Community Boulevard as a dog park. Vice-Chairman Litton remarked that it would be a nice area due to the sidewalks that will be connected to that area. Assistant Town Manager Moore commented that the Planning Commission might want to look at the acreage first to see how the land lays to see if there would be easy access. He remarked that he would contact Mr. Mike Cassell, as well, to see if Mr. Cassell would be willing to allow the same. A discussion ensued regarding an affordable dog park due to budget issues. Chairman Tate inquired of Assistant Town Manager Moore if the area near the end of the playground in Ager Park would be an option. Assistant Town Manager Moore continued to explain to the Planning Commission the reason why this area would not be a good idea. Discussion continued regarding the area at Ager Park for a dog park. It was noted that the Planning Commission would keep the Ager Park site on the list of potential sites for a park. Chairman Tate advised that Mr. Hand would contact Mr. Testerman, and Mr. Moore would contact Mr. Cassell, regarding using an acre of their land for a site on Community Boulevard and report back to the Commission at the July meeting. He noted that the Planning Commission would discuss this topic at the next meeting in July. Chairman Tate inquired if there was any further discussion concerning the proposed dog park. There being none, he proceeded with the agenda.

#### **RE: SMALLER HOMES/SMALLER LOTS**

Chairman Tate advised that the next agenda item is the continued discussion regarding smaller homes/smaller lots in town. Mr. Brian Freeman, Assistant Director of Planning and Development, stated that at the last meeting, he mentioned that he would assemble a map to show some potential proposed locations for the Overlay Zone. He commented that he thought it may be good to take a look at what the new standard small home might look like before the

Planning Commission discusses where to locate the homes. Mr. Freeman remarked that from what he heard at the last meeting, it was the consensus of the Commissioners that the Overlay Zone would be the best approach to the small homes/small lots. He referred to the Small Lot/Small Home Overlay Zone chart that he provided in the Planning Commissioners' packets, and he stated that the chart is intended to show a comparison of what exists now in the R-3 Residential Zoning District. He commented that, also, it shows what is allowable for lots that are narrower than 60 feet that were platted before 1969 because that allows a five foot side yard setback. Mr. Freeman continued to discuss the information regarding the Overlay Zone. He described the house sizes and regulations required of the smaller homes and described those to the Planning Commission. Mr. Freeman reviewed the Overlay Zone regulations and stated and that the Planning Commission would need to decide which details they would like to keep and which they would like to remove. Mr. Hand and Mr. Varney stated that they like the regulations that Town staff has assembled for the Overlay Zone. Mr. Varney noted that because he is a builder, he feels there is a product that he thinks the Planning Commission may want to include which is made by Royal Select of Smyth County, and it is a design made to compete with hardy board. He continued to describe the material to the Planning Commission. Mr. Varney commented that if the regulations are going to recommend materials not being nailed by hand, then the regulations are left open for somebody to nail .044 mill siding that can nail out every two to three feet. He remarked that this needs to be noted specifically in the spacing of the nails so that if the Planning Commission is trying to prevent things from looking like a glorified utility building, it is just a matter of simple language. Mr. Varney continued to explain how he would word the regulation. A discussion ensued regarding the regulations and that the Planning Commission does not want to make the regulations so strict that it is not possible to build one of the houses. Mr. Varney inquired if Mr. Freeman could explain to him what the "behind" meant under the vinyl siding section where it states "use of insulating foamboard behind sheathing is restricted." Mr. Freeman commented that what it meant to state was that it should not be between the siding and the plywood sheathing or whatever the exterior wood sheathing would be. Mr. Varney remarked that this is something that Town staff may want to clarify. Discussion continued regarding the siding and efficiency of siding. Mr. Hand inquired of Mr. Varney if the Planning Commission is in trouble with the requirements they are asking of buildings. He noted that the plan was to offer affordable housing, and he is only asking due to some of the questions that have been asked. Mr. Varney stated that he thinks the Commission is creating affordable homes and the .044 mil siding is the best to include in the regulations. He continued to explain to the Planning Commission his thoughts regarding why he prefers this type of siding. Mr. Hand noted that he would support this because of longevity and esthetics. He remarked that he would ask the Planning Commissioners to consider requiring this type of siding, as well. Discussion ensued regarding the .044 mil siding. Chairman Tate inquired about the requirement for a certain roof. Discussion ensued regarding the types of roofing material that would be required. Mr. Varney recommended the Planning Commission require a 29 gauge raised seam or a standing seam. Mr. Hand stated that he likes that idea. Chairman Tate inquired of Mr. Freeman as to how he came up with a 35 foot width for the frontage requirement. Mr. Varney stated that he is building a house that is 912 square feet on Monroe Street that is 24 feet wide, so, if the Commissioners want to go and look at that house, they could get a visual feel of the smaller home. Discussion ensued regarding existing lots in town and smaller homes being built on the lots. The Planning Commissioners stated that they liked the Overlay Zone ideas.

#### **RE: LORETTO HISTORIC MANSION, LLC – SPECIAL EXCEPTION PERMIT REQUEST**

Assistant Town Manager Moore stated that as most of the Planning Commission members are aware, at the Town Council meeting on June 11, 2018, the Council tabled action regarding the Loretto Historic Mansion, LLC Special Exception Permit request until the June 25, 2018, Town Council meeting. He noted that the Planning Commission members have the permit in front of them and the Morins have requested several modifications. He noted that those modifications are highlighted. Discussion ensued regarding the modifications the Morins are requesting versus what the Planning Commission recommended. Chairman Tate stated that, to him, it looks like they modified the request to get exactly what they wanted. Assistant Town Manager Moore explained that Ms. Dawn Taylor's attorney wrote a letter that stated that Ms. Taylor is endorsing the Planning Commission's recommendation. Vice-Chairman Litton commented that another person stated to him that they were happy about the Planning Commission's recommendation, as well. Discussion ensued regarding the recommendation that the Planning Commission feels that the Council will approve. Vice-Chairman Litton inquired as to what will prevent the Morins from having a wedding with Option 1. Mr. Varney stated that the only answer is that they could have a wedding, but they would not be allowed to charge for them. He noted that it is simple. Mr. Varney remarked that if they have a wedding and get compensated for it, then there will be consequences. Discussion ensued regarding weddings at residences in town. Chairman Varney inquired of Assistant Town Manager Moore if the option to revoke the special exception permit at any time is listed in the Zoning Ordinance to where citizens can view this at any time. Assistant Town Manager Moore advised that this is listed in the State Code. Discussion ensued regarding that when language is not listed in the Town Code, it reverts to the

State Code. Assistant Town Manager Moore commented that he only knows of one Special Exception Permit in past years that the Council has had to write a letter to the recipients and threaten to revoke the permit. The Planning Commission members noted that they hoped if the Morins are granted the permit, they will obey the rules and not jeopardize losing it.

**RE: JOSEPH E. HAND, JR.**

Mr. Hand advised that this would be his last Planning Commission meeting. He stated that he has enjoyed serving on the Planning Commission. Chairman Tate commented that on behalf of the Planning Commission, he wanted to say that the Commissioners have enjoyed working with Mr. Hand, as well.

**RE: ADJOURNMENT**

There being no further business, a motion was duly made, seconded and carried to adjourn the meeting (7:05 p.m.).

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M. Bradley Tate, Chairman

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Sharon G. Corvin, CMC, Town Clerk