



**AGENDA**  
**Wytheville Planning Commission**  
**Thursday, August 9, 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 regular meeting of July 12, 2018
- D. **PUBLIC HEARING**
  - 1. 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
- E. **RECOMMENDATION TO TOWN COUNCIL**
  - 1. 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
- F. **CITIZENS' PERIOD**
- G. **OTHER BUSINESS**
  - 1. Continued discussion regarding regulations for smaller homes/smaller lots in town
- H. **ADJOURNMENT**

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE PLANNING COMMISSION  
HELD IN THE COUNCIL CHAMBERS ON THURSDAY, JULY 12, 2018, AT 6:00 P.M.**

Members present: Bradford M. Litton, Terrance E. Suarez, Cathy D. Pattison, Kevin L. Varney

Members absent: M. Bradley Tate, 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, Alma Watson, George W. Wyatt, Beth Taylor, Robert Lance

**RE: CALL TO ORDER, QUORUM**

In the absence of Chairman Tate, Vice-Chairman Litton called the meeting to order and established that a quorum was not present. He noted that unless another Planning Commission member arrives, the Commission will not be able to make a recommendation to the Town Council regarding the rezoning of certain properties located on the south side of Chapman Road or set the public hearing for 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.

**RE: CONSENT AGENDA**

Vice-Chairman Litton presented the consent agenda consisting of the minutes of the regular meeting of June 14, 2018. He noted that the Planning Commission could not approve the minutes, however, if anyone had any corrections or additions to, please state those corrections or additions at this time so that Town staff can amend the minutes before the next meeting.

**RE: PUBLIC HEARING – REZONING – PROPERTIES IN THE EDGEMONT CENTER AREA**

Vice-Chairman Litton advised that the meeting constituted a public hearing (due notice having been given) 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. Assistant Town Manager Moore explained that this rezoning request was prompted by a former Planning Commission member to look at the rezoning of the former Edgemont Center because it had closed and has a new owner. He noted that the former Commission member felt that the area has great potential for development, and, also, noted that the water system has improved in that area, and, presently, a sewer system is in the design stages and soon to be advertised for construction. Assistant Town Manager Moore continued to explain to the Commission and citizens the area that is proposed to be rezoned. He noted that the reason it is proposed to be rezoned to B-2 Business is because it would make a continuous flow of business property from the south side of the railroad track down the entrance corridor. Assistant Town Manager Moore remarked that is why the church property is included in the rezoning. He continued to depict on the map the properties that would be affected and what their zoning would change to, if approved. Assistant Town Manager Moore inquired if the Planning Commission members had any questions or comments. Vice-Chairman Litton inquired of Assistant Town Manager Moore what the Future Land Use Map shows for the property. Assistant Town Manager Moore advised that the Future Land Use Map shows the property as a business use. Ms. Pattison remarked that Assistant Town Manager Moore noted in the staff report that there had been one inquiry. She inquired of Assistant Town Manager Moore if the inquiry was positive or negative. Assistant Town Manager Moore explained to the Commissioners that the inquiry was from Mr. Jim Litton who owns adjoining property. He noted that, subsequently, since the report, there has been an inquiry from the church. Assistant Town Manager Moore commented that the church was inquiring why the Town was proposing a rezoning of the property. He remarked that there was also the potential that by rezoning that area it would cause spot zoning, with the separation of the railroad tracks between the adjacent business, and Town staff wanted to ensure that spot zoning did not take place. Vice-Chairman Litton inquired of Assistant Town Manager Moore if there had been any negative feedback. Assistant Town Manager Moore stated that Town staff has received no negative feedback, but, mostly inquiries. Vice-Chairman Litton inquired if there were any citizens who wished to address the Planning Commission regarding the proposed rezoning during the public hearing.

Mr. George W. Wyatt, CFO and COO of Odyssey Rehabilitation, was recognized and noted that he only attended if anyone had any specific questions. He noted that he did not have anything to add. Mr. Wyatt commented that Odyssey Rehabilitation now owns the Edgemont property in lieu of a debt that was owed to them, and the company believes that this is the best use because the building itself is older and most of the use that they would have for the building would require a Certificate of Need (CON), which is not the easiest certificate to get in most

states, including Virginia. He explained that Odyssey thinks that the best use for the property is to allow it to have more than just medical or religious purposes. Mr. Wyatt remarked that he did not want the Planning Commission to think that he was there for no reason. He reiterated that he attended the meeting to answer any questions that may arise. Mr. Wyatt inquired if anyone had any questions for him. Assistant Town Manager Moore commented that one point that he failed to mention was that Odyssey Rehabilitation requested that the property be rezoned. Vice-Chairman Litton inquired if there were any further questions or comments. There being no further questions or comments, Vice-Chairman Litton declared the public hearing closed and proceeded with the agenda.

#### **RE: CITIZENS' PERIOD**

Vice-Chairman Litton 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: WATSON SPECIAL EXCEPTION PERMIT REQUEST**

Vice-Chairman Litton advised the next agenda item is for the Planning Commission to 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. He noted that unless Mr. Varney arrives before the meeting adjourns, the Planning Commission will not be able to set a public hearing due to a lack of a quorum. Vice-Chairman Litton commented that the Planning Commission would like to hear comments from Ms. Alma Watson regarding her request for a special exception permit.

Ms. Alma Watson was recognized and stated that she lives in the residence at 580 Withers Road. She commented that she had prepared some notes and descriptions that she thought might be helpful to the Commission. Ms. Watson gave each Planning Commission member a copy of the notes she had prepared along with a rough sketch of the Nuska Lodge. She explained that the home was built in 1909. Ms. Watson stated that the main floor of the home has 10 rooms, four of which are bedrooms and three and a half bathrooms. She remarked that she proposed to use two bedrooms on that level that have an adjoining bath to provide rooms with the bed and breakfast. Ms. Watson commented that the third room is a bedroom on the upper level that is immediately above the kitchen. She continued to review her notes, which included the design layout of the house, upgrades that she is planning, proposed plans for the house, parking, house rules for the bed and breakfast, etc., with the Planning Commission members. Ms. Watson commented that she would be operating as a host with the Airbnb Lodging Corporation who would handle the booking and payments for the lodging. She remarked that her preliminary investigation of the corporation detected that they are well suited to perform the marketing, security and accounting services for the proposed business. Ms. Watson explained that the corporation does extensive background checks on the host, along with confirming who the guests say that they are by performing a check through the extensive security terror list. She stated that she is also requesting to be able to host day conferences and meetings. Ms. Watson continued to explain the types of conferences and meetings that she would like to hold at her location to the Planning Commission. She depicted on the map the location where she is proposing the parking for the bed and breakfast. Ms. Watson commented that, at this time, the bed and breakfast is not ADA accessible and cannot accommodate people with disabilities that require a wheelchair, ramp or elevator. Ms. Pattison inquired of Assistant Town Manager Moore if this would create a problem. Assistant Town Manager Moore advised that it would not for the Planning Commission, however, it might be an issue that Ms. Watson would have to address relative to the Building Code. He continued to explain to the Commission the provisions for ADA. Vice-Chairman Litton commented that he appreciated Ms. Watson's honesty. He continued to discuss Ms. Watson's request with the Commission. Ms. Watson discussed the proposed parking area with the Planning Commission. She noted that there are several trees that will need to be removed to create parking. Ms. Watson invited the Planning Commission members to visit the Nuska Lodge to take a tour of the property. Ms. Pattison commented that she has visited the property and is impressed. The Planning Commission members discussed the interior décor with Ms. Watson. Vice-Chairman Litton inquired of Ms. Watson what she is proposing for the conferences as far as scheduling. Ms. Watson noted that she is proposing conferences Monday through Friday, and possibly a few Saturdays, depending on the circumstance. Vice-Chairman Litton commented that the public hearing for the special exception permit will have to be set at the next Planning Commission meeting, due to the lack of a quorum. Assistant Town Manager Moore explained that Ms. Watson stated that she is not in a hurry but would like it if a decision could be made by early next year. He remarked that the Planning Commission would not have to call a special meeting for a public hearing. Ms. Pattison expressed to Ms. Watson that she thinks her presentation was well put together. Vice-Chairman Litton inquired if there were any further questions or concerns. There being none, he proceeded with the agenda.

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

Vice-Chairman Litton advised that the next agenda item is the continued review of regulations regarding smaller homes/smaller lots in town. Mr. Brian Freeman, Assistant Director of Planning and Development, stated that there is a series of maps that he would like to review with the Commissioners. He noted that he wanted to point out a couple of changes in the proposed regulation that came as a result from the comments at the last Planning Commission meeting. Mr. Freeman explained that the first was a request from a Commissioner to make the roofing regulation a mandatory building detail, therefore, under required building details, roofing has been submitted under this heading. He noted that on the second page, the fifth bullet, there was a request from a Commissioner to add cellular pvc fiber type siding as an acceptable exterior wall material. Mr. Freeman remarked that Town staff did some research on this, and it is offered by Royal Mouldings in Smyth County. He noted that he did go and look at one of the houses that Mr. Varney is building, which has this particular type of siding, and it does look like a nice product. Mr. Freeman stated that those are the only two changes that were made to the document that the Planning Commission has in their packet. He noted that, at the last meeting, discussion was held regarding where an Overlay Zoning District may be placed that would allow the smaller homes/smaller lots to exist. Mr. Freeman continued to explain the proposed Overlay Zoning District map to the Planning Commission members. He noted that the map is prioritized by areas that Town staff felt that the Planning Commission may want to take action on first. Mr. Freeman continued to explain the priority areas to the Planning Commission. Mr. Freeman stated that if the Planning Commission had any questions regarding the methodology or reasoning or would like to look at any other areas in more detail to let him know. Vice-Chairman Litton remarked that he feels like Town staff has the list prioritized exactly how the Planning Commission would like it. Discussion ensued regarding the Overlay Zoning District map and locations with vacant lots. Assistant Town Manager Moore commented that if the Town were to send out 250 notices, there will be a lot of citizens come to the public hearing. Mr. Freeman stated that Town staff can break the area down even more, if the Planning Commission wishes for them to do so. Vice-Chairman Litton commented that with a lack of a quorum, this might be a good place to start. He noted that if Town staff could speak with the owner of Old Stage Crossing, that would be a good starting point. Discussion ensued on how Town staff should proceed and the areas that Town staff did not include for specific reasons. Vice-Chairman Litton inquired of Mr. Freeman if he could give the Planning Commission a number of notices that would have to be mailed by certified mail. Mr. Freeman stated that he cannot because he was still working on some of the mapped areas before the meeting, therefore, he did not have time to see how many parcels were included. Vice-Chairman Litton commented that he thinks this is a good start as long as the areas are not too large. Mr. Freeman stated that he thinks the Old Stage Crossing could probably be split. Vice-Chairman Litton expressed that he could see that area bringing citizens out about the proposal. Mr. Freeman explained that Town staff would reconfigure the map, condense it and bring a revision back to the next meeting. He inquired of the Planning Commission if that is what they wish. It was the consensus of the Planning Commission for Town staff to bring a revised Overlay Zoning District map to the August Planning Commission meeting.

## **RE: QUORUM OF PLANNING COMMISSION**

Vice-Chairman Litton stated that since Mr. Varney has arrived, there is a quorum. He inquired if the Planning Commission would like to set the public hearing for the rezoning of certain properties located on the southside 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. Assistant Town Manager Moore stated that the Planning Commission could update Mr. Varney about the rezoning, then he thinks scheduling the public hearing would be appropriate. Vice-Chairman Litton commented that the Planning Commission would also revisit the consent agenda.

## **RE: CONSENT AGENDA**

Vice-Chairman Litton presented the consent agenda consisting of the minutes of the regular meeting of June 14, 2018. 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 June 14, 2018, as presented. Vice-Chairman Litton 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: Bradford M. Litton, Terrance E. Suarez, Cathy D. Pattison, Kevin L. Varney. Against: None.

## **RE: RECOMMENDATION TO TOWN COUNCIL – REZONING OF PROPERTIES IN THE EDMONT CENTER AREA**

Assistant Town Manager Moore explained that since the Planning Commission did not act on this item earlier in the meeting he would review the rezoning of 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. He inquired if Mr. Robert Lance of the Seventh Day Adventist Church had any questions regarding the rezoning. Assistant Town Manager Moore continued to review the proposed rezoning for Mr. Lance.

Mr. Lance was recognized and stated that he is a Deacon at Seventh Day Adventist Church. He inquired if all churches located in Wytheville, including the churches on Church Street, are located in Business Zoning Districts. Assistant Town Manager Moore explained that churches are predominately permitted in almost any zoning district. He noted that there are some churches located in industrial zoning districts, etc. Assistant Town Manager Moore remarked that the Seventh Day Adventist Church could still be continued as a grandfathered use should the zoning of that area change. Mr. Lance inquired of Assistant Town Manager Moore if this would affect the tax exemption of the church. Assistant Town Manager Moore explained to Mr. Lance that churches are already tax exempt, therefore, it would not. Discussion continued regarding the area proposed to be rezoned. Mr. Lance inquired of Assistant Town Manager Moore who requested the rezoning. Assistant Town Manager Moore explained that the new owners of the Edgemont Property had, subsequently, made the request. Mr. Lance remarked that his daughter was concerned about the school in that area being rezoned. Assistant Town Manager Moore explained to Mr. Lance that he does not think that the status of the school will change, and that the Town is not proposing to rezone the school, as Mr. Lance can see on the map. He stated that the school will remain in an R-2 Residential Zoning District. Vice-Chairman Litton thanked Mr. Lance for his comments. Mr. Lance thanked the Planning Commission for allowing him to speak. Vice-Chairman Litton continued to update Mr. Varney regarding the comments by the property owner earlier in the meeting and the Commissioners. Vice-Chairman Litton inquired of the Commission members if they are ready to make a recommendation to the Council 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. A motion was made by Dr. Suarez and seconded by Mr. Varney to recommend to the Town Council to approve 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. Vice-Chairman Litton inquired if there is any discussion on the motion. Vice-Chairman Litton inquired if there was any discussion regarding the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Bradford M. Litton, Terrance E. Suarez, Cathy D. Pattison, Kevin L. Varney. Against: None.

#### **RE: WATSON SPECIAL EXCEPTION PERMIT REQUEST**

Vice-Chairman Litton advised the next agenda item is for the Planning Commission to 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. He noted that Ms. Watson provided a summary of what she is proposing. Mr. Varney reviewed the paperwork. Vice-Chairman Litton inquired if Mr. Varney had any questions for Ms. Watson. Mr. Varney stated that he does not necessarily have any questions, however, he wants to make sure he is understanding what he is reading. He remarked that as far as groups are concerned, Ms. Watson is suggesting up to two events per month. Ms. Watson stated that is correct. Mr. Varney noted that he thinks the Commission needs to know that his company, Varney Construction, performed the majority of the work on Ms. Watson's home. He commented that as far as his position is concerned, he is not sure where that would be a conflict. Mr. Varney reiterated that he wanted to make the Commission members aware of this. He noted that he will honor what the Commission members want him to do, if they feel it is a conflict. Vice-Chairman Litton stated that if Mr. Varney feels there is a conflict, then he thinks he would not be able to vote on the issue. Mr. Varney advised that he did not say he has a personal conflict. He remarked that what he stated was that he is telling the Planning Commission that he performed work for Ms. Watson, and that he is fine with everything being proposed. Mr. Varney noted that he only wanted the Planning Commission to know in case they felt it was a conflict. Assistant Town Manager Moore advised that the Planning Commission can still vote and Mr. Varney could abstain, if he so chose to do so. Vice-Chairman Litton inquired if there is a motion for the Planning Commission to 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. A motion was made by Dr. Suarez and seconded by Ms. Pattison to set a public hearing for the August 9, 2018, Planning Commission meeting at 6:00 p.m., in the Council Chambers, to 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. Vice-Chairman Litton 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: Bradford M. Litton, Terrance E. Suarez, Cathy D. Pattison, Kevin L. Varney. Against: None.

**RE: ADJOURNMENT**

There being no further business, a motion was duly made, seconded and carried to adjourn the meeting (6:52 p.m.).

---

Bradford M. Litton, Vice-Chairman

---

Sharon G. Corvin, CMC, Town Clerk