

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBERS ON MONDAY, MARCH 25, 2019, AT 7:00 P.M.**

Members present: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Cathy D. Pattison

Members absent: Mark J. Bloomfield

Others present: Town Manager C. Wayne Sutherland, Jr., Assistant Town Manager Stephen A. Moore, Town Clerk Sharon G. Corvin, Town Attorney Christopher R. Menerick, Marie B. Bishop, Kimberly Aker, Molly Dalton, Morgan Dalton, Wes Robinson, Gretchen Robinson, Tatum Robinson, Millicent Rothrock of the *Wytheville Enterprise*, Police Officer Nick Stroupe

RE: CALL TO ORDER, QUORUM, PLEDGE

Mayor Taylor called the meeting to order and established that a quorum of Council members was present. The Pledge of Allegiance was led by Councilman Hand.

RE: CONSENT AGENDA

Mayor Taylor presented the consent agenda consisting of the minutes of the regular meeting of March 11, 2019; the request of the Honor Flight Program of Northeast Tennessee for waiver of fees for use of Elizabeth Brown Memorial Park on Friday, May 3, 2019, for a Veterans Memorial Service; the request of the United Way of Wythe County for issuance of a raffle permit for calendar year 2019; and, the request of the Wythe County Public Library to conduct their Annual Fourth of July Parade on Wednesday, July 3, 2019, at 10:00 a.m. Mayor Taylor inquired if there is a motion to approve the consent agenda as presented or to somehow be amended. A motion was made by Vice-Mayor King and seconded by Councilwoman Pattison to approve the consent agenda consisting of the minutes of the regular meeting of March 11, 2019; the request of the Honor Flight Program of Northeast Tennessee for waiver of fees for use of Elizabeth Brown Memorial Park on Friday, May 3, 2019, for a Veterans Memorial Service; the request of the United Way of Wythe County for issuance of a raffle permit for calendar year 2019; and, the request of the Wythe County Public Library to conduct their Annual Fourth of July Parade on Wednesday, July 3, 2019, at 10:00 a.m., as presented. Mayor Taylor inquired if there was any discussion on the motion to approve the consent agenda, as presented. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Cathy D. Pattison. Against: None.

RE: PUBLIC HEARING – ZONING ORDINANCE AMENDMENT – SMALL-LOT/SMALL-HOME OVERLAY ZONE

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider amending and reenacting Ordinance No. 640, generally known as the Town of Wytheville Zoning Ordinance, Article XVI - General Provisions, to add Section 16-19. Small-Lot/Small-Home Overlay Zone, and to make it eligible for placement in the following districts: Article V – Agricultural District A-1; Article VIII – Residential District R-3; Article X – Business District B-1; Article XI – Business District B-2; Article XI-A – Business District B-2 DT General Business District – Downtown; Article XII - Industrial District M-1; Article XIII – Industrial District M-2. She explained the proposed amendments to the Council. Mayor Taylor inquired if there is anyone who wished to address the Council during the public hearing. There being none, she declared the public hearing closed and proceeded with the agenda.

RE: CITIZENS' PERIOD – PRESENTATION OF RESOLUTION – GEORGE WYTHE HIGH SCHOOL SWIM TEAM

Mayor Taylor advised the next agenda item is Citizens' Period. She noted that this is the reason for most of the citizens attending the meeting. Mayor Taylor stated that at the last meeting, a resolution was adopted by the Council recognizing the George Wythe High School Swim Team for an outstanding 2018 season. She presented the resolution, which read as follows:

RESOLUTION

WHEREAS, the George Wythe High School Swim Team won the Region 2C Title at the Regional Swim Meet at the Christiansburg Aquatics Center in Christiansburg, Virginia; and,

WHEREAS, the George Wythe High School Swim Team advanced to the 1A/2A Virginia High School League State Swim Meet that was held on February 14, 2019, at the Swim RVA-Collegiate School Aquatics Center in Richmond, Virginia; and,

WHEREAS, at the State Swim Meet, the 200 Free Relay Team placed 6th, and the 200 Free Medley Team placed 7th; and,

WHEREAS, Tatum Robinson won the State Championship in the 200 Individual Medley and placed 2nd in the 100 Breaststroke; and, won the Region Championships in the 200 Individual Medley and the 100 Breaststroke; and,

WHEREAS, Lindsey Sweet placed 10th at State in the 50 Freestyle and 19th in the 500 Freestyle; and, 2nd in Region in the 50 Freestyle and 2nd in the 500 Freestyle; and,

WHEREAS, Morgan Dalton placed 9th at State in the 100 Butterfly Stroke and 11th in the 50 Freestyle; and, won the Region Championship in the 50 Freestyle and placed 2nd in the Backstroke; and,

WHEREAS, in the final scoring, the George Wythe High School Swim Team attained the title of 1st 1A Team; and,

WHEREAS, the team members and the coaches of the George Wythe High School Swim Team, through their outstanding display of athletic ability, team play and sportsmanship, have reflected great credit upon the school and upon the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Swim Team; its Head Coach, Kim Aker; its Assistant Coach, Lauren Dillon; and, other high school officials concerned for the outstanding accomplishment of the Swim Team.

BE IT FURTHER RESOLVED that copies of this resolution be presented to the George Wythe High School Swim Team, the coaches, other officials concerned and the news media.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 11th day of March, 2019.

Mayor Taylor requested the members of the swim team and coaches to come forward for the presentation of the resolution and to have a photo taken.

RE: CITIZENS' PERIOD

Mayor Taylor advised the next agenda item is Citizens' Period. She noted there were no citizens attending the meeting to address the Council, therefore, she would proceed with the agenda.

RE: OLD BUSINESS

Under Old Business, Town Manager Sutherland reported the following:

1. The next Council Work Session will be held on Tuesday, March 26, 2019, at 7:00 a.m., in the Council Conference Room.
2. The Joint Industrial Development Authority meeting scheduled for March 28, 2019, has been cancelled, and the Authority will resume with regular meetings in April.

RE: BUDGET AND FINANCE COMMITTEE REPORT

Councilwoman Pattison, reporting for the Budget and Finance Committee, stated that Executive Director of Downtown Wytheville, Incorporated, Todd Wolford, attended a Work Session this week to explain that his organization was eligible to participate in a grant program for certain improvements in the downtown area. She explained that Mr. Wolford noted that the grant application could be for as much as \$25,000, and there was a one to one match of local funding to grant funding. Councilwoman Pattison remarked that he, also, noted that in-kind services, such as labor and other types of work, could be counted as matching funds. She noted that the concept here would be to perform certain improvements along the Heritage Walkway between Main Street and Spring Street to enhance the beauty of this area. Councilwoman Pattison explained that the thought would be that they would coordinate these efforts with local artists to create a new environment where local art could be displayed. She stated that after discussion, it was the consensus of the Town Council that the Committee authorize up to \$5,000 of monetary

funding and \$5,000 worth of in-kind services toward a \$20,000 grant that could be used for these purposes. Councilwoman Pattison advised that it would be the recommendation of the Budget and Finance Committee that this funding be appropriated and that Downtown Wytheville, Incorporated be authorized to proceed with making the grant application. A motion was made by Councilwoman Pattison and seconded by Vice-Mayor King to appropriate \$5,000 in monetary funding and \$5,000 of in-kind service to Downtown Wytheville, Incorporated as a match for a Virginia Main Street Downtown Investment Grant and to authorize Downtown Wytheville, Incorporated to apply for the grant. Mayor Taylor 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: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Cathy D. Pattison. Against: None.

Councilwoman Pattison, also, reported that Town Treasurer Michael Stephens noted that the Internal Revenue Service (IRS) regulations concerning standard mileage rates that are used to calculate the deductible cost of operating an automobile for business charitable and medical purposes have been amended again. She explained that the Town Personnel Policy, currently, provides a set amount that can be used for the reimbursement of the use of a personal vehicle. Councilwoman Pattison noted that Town Treasurer Stephens suggested that it may be beneficial for the Town to merely amend the Personnel Policy to reflect the Town's reimbursement rate to mirror that of the IRS. She commented that the Committee believes that is reasonable, and it would eliminate a yearly amendment to the Town Personnel Policy with regard to this topic. Councilwoman Pattison advised that the Budget and Finance Committee believes that this is worthwhile and would ask Town Attorney Chris Menerick to draft the appropriate ordinance that would reflect these revisions. A copy of the Budget and Finance Committee report is attached and made part of these minutes.

RE: PUBLIC WORKS COMMITTEE REPORT

Town Manager Sutherland advised that he would give the Council a brief review of the topics in the Public Works Committee Report.

The Public Works Committee report was entered into the record as follows:

Later in the meeting, the Council will consider an amendment to the Zoning Ordinance that will provide new, less restrictive requirements on certain small-lots and small-homes. This is a matter that has been discussed by the Planning Commission for the last several months. All across America, there is a growing trend to allow a smaller sized home on smaller lots to make housing more affordable and convenient. The Planning Commission's concept here would be to provide an Overlay District that could be placed in certain zoning districts that would reduce the requirements for lot size and house size. The new overlays would be eligible to be placed on all zoning districts with the exception of Residential R-1, Residential R-1M, Residential R-2, and Residential R-2 FH Zoning Districts. We believe that this is a change in the Zoning Ordinance that could benefit citizens in the future. When this ordinance is considered later in the meeting, it would be the recommendation of the Public Works Committee that the ordinance be approved on the first of three readings.

As we reported previously, the Town of Wytheville has been designated as a Tree City by the Arbor Day Foundation. These efforts are coordinated through the Department of Urban and Community Forestry of Charlottesville, Virginia, who has certified our credentials to be a certified community. The Town of Wytheville's Tree Committee is currently looking at a date and time in which we can have a celebration to recognize Wytheville as a Tree City. We are very pleased that we have received this designation because it highlights the Town's commitment to celebrate the importance of an urban tree canopy and improve the care of the trees throughout our town. As a part of the ceremony, the Tree Committee will be planting a tree in honor of this designation, and the Town will be receiving certain signs and flags that will be placed in various areas denoting our designation. We are very excited about this concept, and we will provide adequate public notice as the dates and times are established as we go forward. Also, we would like to extend a special thanks to the Town's Tree Committee for its efforts on this program. A copy of the Public Works Committee report is attached and made part of these minutes.

RE: ORDINANCE NO. 1356

Mayor Taylor presented Ordinance No. 1356, an ordinance amending and reenacting Ordinance No. 640, generally known as the Town of Wytheville Zoning Ordinance, Article XVI - General Provisions, to add Section 16-19. Small-Lot/Small-Home Overlay Zone, and to make it eligible for placement in the following districts: Article V – Agricultural District A-1; Article VIII – Residential District R-3; Article X – Business District B-1; Article XI – Business District B-2; Article XI-A – Business District B-2 DT General Business District – Downtown; Article XII -

Industrial District M-1; Article XIII – Industrial District M-2, on first reading. Mayor Taylor advised that a motion was made by the Public Works Committee, which does not require a second, to approve Ordinance No. 1356, an ordinance amending and reenacting Ordinance No. 640, generally known as the Town of Wytheville Zoning Ordinance, Article XVI - General Provisions, to add Section 16-19. Small-Lot/Small-Home Overlay Zone, and to make it eligible for placement in the following districts: Article V – Agricultural District A-1; Article VIII – Residential District R-3; Article X – Business District B-1; Article XI – Business District B-2; Article XI-A – Business District B-2 DT General Business District – Downtown; Article XII - Industrial District M-1; Article XIII – Industrial District M-2, on first, but not final, reading. Mayor Taylor inquired if there was any discussion on the motion to approve the ordinance on first, but not final, reading. There being none, the motion was approved with the following voting in favor and there being no opposition:

FOR: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Cathy D. Pattison

AGAINST: None

ABSTENTIONS: None

Ordinance No. 1356 was approved on first, but not final, reading.

RE: RESOLUTION – GEORGE WYTHER HIGH SCHOOL SCHOLASTIC BOWL TEAM

Mayor Taylor advised the next agenda item is to consider a resolution recognizing the George Wythe High School Scholastic Bowl Team. She inquired if there is a motion to adopt the resolution. Mayor Taylor noted that the Scholastic Bowl Team would be invited to attend the next Town Council meeting for the presentation of the resolution. A motion was made by Vice-Mayor King and seconded by Councilman Hand to adopt a resolution recognizing the George Wythe High School Scholastic Bowl Team. Mayor Taylor inquired if there was any discussion on the motion to adopt the resolution. There being none, the motion was approved with the following voting in favor and there being no opposition: For: Beth A. Taylor, Jacqueline K. King, Joseph E. Hand, Jr., Cathy D. Pattison. Against: None.

RE: WYTHERVILLE PLANNING COMMISSION RECOMMENDATION - US CELLULAR SPECIAL EXCEPTION PERMIT REQUEST

Mayor Taylor advised the next agenda item is a recommendation from the Wytheville Planning Commission to consider the request of US Cellular for a Special Exception Permit to construct a stealth monopole tower on the west side of Goodwin Lane, which is located between East Main Street and East End Cemetery, in a B-2 Business Zoning District. She noted that it is necessary to set a public hearing for the Town Council to consider this request, which could be held at the April 22, 2019, Town Council meeting. Mayor Taylor inquired of the Council if there was any objection to scheduling the public hearing for the April 22, 2019, Town Council meeting. It was the consensus of the Wytheville Town Council to schedule a public hearing for the April 22, 2019, Town Council meeting, at 7:00 p.m., in the Council Chambers of the Wytheville Municipal Building to consider the request of US Cellular for a Special Exception Permit to construct a stealth monopole tower on the west side of Goodwin Lane, which is located between East Main Street and East End Cemetery, in a B-2 Business Zoning District. Mayor Taylor advised that the public hearing will be held on April 22, 2019, and Town staff would advertise accordingly.

RE: WYTHERVILLE PLANNING COMMISSION RECOMMENDATION – RICHERT SPECIAL EXCEPTION PERMIT REQUEST

Mayor Taylor advised the next agenda item is a recommendation from the Wytheville Planning Commission to consider the request of Suzanne Richert for a Special Exception Permit to raise ponies and goats on a portion of her property located at 270 Echo Valley Road, which is located on the west side of Echo Valley Road and south of Echo Valley Circle, in an R-2 Residential Zoning District. She noted that it is necessary to set a public hearing for the Town Council to consider this request, which could be held at the April 22, 2019, Town Council meeting. Mayor Taylor inquired of the Council if there was any objection to scheduling the public hearing for the April 22, 2019, Town Council meeting. It was the consensus of the Wytheville Town Council to schedule a public hearing for the April 22, 2019, Town Council meeting, at 7:00 p.m., in the Council Chambers of the Wytheville Municipal Building to consider the request of Suzanne Richert for a Special Exception Permit to raise ponies and goats on a portion of her property located at 270 Echo Valley Road, which is located on the west side of Echo Valley Road and south of Echo Valley Circle, in an R-2 Residential Zoning District. Mayor Taylor

advised that the public hearing will be held on April 22, 2019, and Town staff would advertise accordingly.

RE: WYTHEVILLE PLANNING COMMISSION RECOMMENDATION – R-3 RESIDENTIAL ZONING DISTRICT PROPOSED AMENDMENT

Mayor Taylor advised the next agenda item is a recommendation from the Wytheville Planning Commission to consider amending the Town of Wytheville Zoning Ordinance, Article VIII – Residential District R-3, Section 8-8, Special Provisions for Residences, to decrease the minimum square footage for residences. She noted that it is necessary to set a public hearing for the Town Council to consider this request, which could be held at the April 22, 2019, Town Council meeting. Mayor Taylor inquired of the Council if there was any objection to scheduling the public hearing for the April 22, 2019, Town Council meeting. It was the consensus of the Wytheville Town Council to schedule a public hearing for the April 22, 2019, Town Council meeting, at 7:00 p.m., in the Council Chambers of the Wytheville Municipal Building to consider amending the Town of Wytheville Zoning Ordinance, Article VIII – Residential District R-3, Section 8-8, Special Provisions for Residences, to decrease the minimum square footage for residences. Mayor Taylor advised that the public hearing will be held on April 22, 2019, and Town staff would advertise accordingly.

RE: WYTHEVILLE PLANNING COMMISSION RECOMMENDATION – R-1M RESIDENTIAL ZONING DISTRICT PROPOSED AMENDMENT

Mayor Taylor advised the next agenda item is a recommendation from the Wytheville Planning Commission to consider amending the Town of Wytheville Zoning Ordinance, Article VI-M – Residential District R-1M, to delete Section 6-9.9M, a provision that permits one roomer to reside in the dwelling unit for compensation. She noted that it is necessary to set a public hearing for the Town Council to consider this request, which could be held at the April 22, 2019, Town Council meeting. Mayor Taylor inquired of the Council if there was any objection to scheduling the public hearing for the April 22, 2019, Town Council meeting. It was the consensus of the Wytheville Town Council to schedule a public hearing for the April 22, 2019, Town Council meeting, at 7:00 p.m., in the Council Chambers of the Wytheville Municipal Building to consider amending the Town of Wytheville Zoning Ordinance, Article VI-M – Residential District R-1M, to delete Section 6-9.9M, a provision that permits one roomer to reside in the dwelling unit for compensation. Mayor Taylor advised that the public hearing will be held on April 22, 2019, and Town staff would advertise accordingly.

RE: ADJOURNMENT

There being no further business to be discussed, a motion was duly made, seconded and carried to adjourn the meeting (7:17 p.m.).

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk

BUDGET AND FINANCE COMMITTEE REPORT

MARCH 25, 2019

1. Executive Director of Downtown Wytheville, Incorporated, Todd Wolford, attended a Work Session this week to explain that his organization was eligible to participate in a grant program for certain improvements in the downtown area. Mr. Wolford noted that the grant application could be for as much as \$25,000, and there was a one to one match of local funding to grant funding. He, also, noted that in-kind services, such as labor and other types of work, could be counted as matching funds. The concept here would be to perform certain improvements along the Heritage Walkway between Main Street and Spring Street to enhance the beauty of this area. The thought would be that they would coordinate these efforts with local artists to create a new environment where local art could be displayed. After discussion, it was the consensus of the Town Council that we authorize up to \$5,000 of monetary funding and \$5,000 worth of in-kind services toward a \$20,000 grant that could be used for these purposes. It would be the recommendation of the Budget and Finance Committee that this funding be appropriated and that Downtown Wytheville, Incorporated be authorized to proceed with making the grant application.
2. Town Treasurer Michael Stephens noted that the Internal Revenue Service (IRS) regulations concerning standard mileage rates that are used to calculate the deductible cost of operating an automobile for business charitable and medical purposes have been amended again. The Town Personnel Policy, currently,

provides a set amount that can be used for the reimbursement of the use of a personal vehicle. Town Treasurer Stephens suggested that it may be beneficial for the Town to merely amend the Personnel Policy to reflect the Town's reimbursement rate to mirror that of the IRS. We believe that is reasonable, and it would eliminate a yearly amendment to the Town Personnel Policy with regard to this topic. We believe that this is worthwhile and would ask Town Attorney Chris Menerick to draft the appropriate ordinance that would reflect these revisions.

Jacqueline K. King

Cathy D. Pattison

PUBLIC WORKS COMMITTEE REPORT

MARCH 25, 2019

1. Later in the meeting, the Council will consider an amendment to the Zoning Ordinance that will provide new, less restrictive requirements on certain small-lots and small-homes. This is a matter that has been discussed by the Planning Commission for the last several months. All across America, there is a growing trend to allow a smaller sized home on smaller lots to make housing more affordable and convenient. The Planning Commission's concept here would be to provide an Overlay District that could be placed in certain zoning districts that would reduce the requirements for lot size and house size. The new overlays would be eligible to be placed on all zoning districts with the exception of Residential R-1, Residential R-1M, Residential R-2, and Residential R-2 FH Zoning Districts. We believe that this is a change in the Zoning Ordinance that could benefit citizens in the future. When this ordinance is considered later in the meeting, it would be the recommendation of the Public Works Committee that the ordinance be approved on the first of three readings.
2. As we reported previously, the Town of Wytheville has been designated as a Tree City by the Arbor Day Foundation. These efforts are coordinated through the Department of Urban and Community Forestry of Charlottesville, Virginia, who has certified our credentials to be a certified community. The Town of Wytheville's Tree Committee is currently looking at a date and time in which we can have a celebration to recognize Wytheville as a Tree City. We are very pleased that we

have received this designation because it highlights the Town's commitment to celebrate the importance of an urban tree canopy and improve the care of the trees throughout our town. As a part of the ceremony, the Tree Committee will be planting a tree in honor of this designation, and the Town will be receiving certain signs and flags that will be placed in various areas denoting our designation. We are very excited about this concept, and we will provide adequate public notice as the dates and times are established as we go forward. Also, we would like to extend a special thanks to the Town's Tree Committee for its efforts on this program.

Joseph E. Hand, Jr.

Mark J. Bloomfield