

**COMMUNITY DEVELOPMENT
AGENDA
May 8th, 2017
5:00 P.M.**

- I. Agenda Changes

- II. Adoption of Minutes
 - 1. April 10th 2017

- III. Animated Signs

- IV. Ordinance 03-2016/Zoning Text Amendment for Plan of Development

- V. Ordinance 01-2071/ Subdivision Zoning Text Amendment for the Chesapeake Bay Requirements

- VI. SUP 2017-01 – WestRock Public Hearing

- VII. General Information
 - 1. Food Trucks by the River
 - 2. Safe Routes to School

- VIII. Town Council Agenda

- IX. Next Meeting: June 12th, 2017

- X. Adjournment

**ECONOMIC AND COMMUNITY DEVELOPMENT
COMMITTEE MEETING
May 8th, 2017**

Jack Lawson called the meeting to order at 5:00 P.M. Committee members present included Jack Lawson, Chairman; Deborah Ball and Gail Nichols.

Also present: Jim Hudson, Mayor; Robert Lawrence and Chris Vincent, Town Council Members; John Edwards, Town Manager; Karen Barrow, Town Clerk; Tim Sawyer, Building Official and Holly McGowan, Director of Community Development.

I Agenda Changes

There were no changes made to the agenda.

II. Adoption of Minutes

April 10th 2017

Mr. Vincent made a motion to adopt the minutes, seconded by Mrs. Ball. Upon a unanimous vote the motion was approved.

III. Animated Signs

Grayland Horner, owner of Ace Hardware advised that he would like to install an animated sign on his business that could be used to advertise sales, community events and possibly amber alerts. Mr. Horner also stated that the sign would better his business and that a revolving sign will catch the attention of the public.

Mrs. Ball asked if there are any examples of animated signs.

Tim Sawyer, the Building Official gave some example of signs in Gloucester on Route 17.

Grayland Horner advised that the traffic count across the bridge is 16,000 per day, the closer he can get the public to his store the better the chances of success the store will have.

Mr. Edwards advised that the current ordinance does not allow animated signs and that a referral to Planning Commission would need to be made so that the Planning Commission can review the language.

Mr. Vincent made a motion that Town Council refers a Zoning Text Amendment for Animated Signs to the Planning Commission to review and for the Planning Commission to submit a recommendation back to Town Council. Seconded by Mrs. Ball, upon roll

call, Mrs. Ball, Mr. Lawrence, Mr. Lawson, Mrs. Nichols and Mr. Vincent all voted “Aye”. The motion was approved.

Mr. Hudson asked Ms. McGowan to place the Animated Signs on the June Planning Commission agenda.

IV. Ordinance 03-2016 / Zoning Text Amendment for Plan of Development

Mrs. Ball asked Mr. Edwards to explain why a person would need a POD for an existing building.

Mr. Edwards stated that if the square footage is less than 2500 square feet, a POD is not required unless the use changes or the parking area changes or if there are changes made to the building. If changes are made to a commercial building, a POD that has been signed by a licensed engineer is required.

Tim Sawyer, the Building Official advised that if changes are made to the use, for example if a store becomes a church, changes to the bathrooms would be required and the Americans with Disabilities Act would have requirements. There are State Code building regulations that are implemented that the Town cannot disregard and requires an engineer signature.

Mrs. Ball stated that at last month’s meeting, Ben Sanders provided exemptions in the State Code regarding the POD that is not in the proposed ordinance.

Mr. Edwards advised that Mr. Sanders is referring to the building code that does not apply to a POD. If the owner of a property is designing something for his use, then he can prepare a POD. The gray area is when the owner designs a use for somebody else then an engineer seal is required.

Mrs. Ball advised that is all the questions she had regarding the ordinance.

Mr. Lawson made a motion to approve ordinance 03-2016, Zoning Text Amendment for the Plan of Development, seconded by Robert Lawrence. Upon roll call, Mrs. Ball, Mr. Lawrence, Mrs. Nichols and Mr. Vincent all voted “Aye”. The motion was approved. Mrs. Gulley and Mr. Kelley were absent from the meeting and did not vote.

V. Ordinance 01-2017 / Subdivision Ordinance Amendment for the Chesapeake Bay Requirements

Holly McGowan advised that the Planning Commission conducted a public hearing on the text amendment with a recommendation that Town Council adopt the ordinance. The ordinance has been advertised for a public hearing at the May Town Council meeting.

VI. SUP 2017-01, Mill Project

Holly McGowan advised that WestRock has submitted an application for a Special Use Permit for renovations at the chipping dump site. Town Code requires a SPU for anything that is over 60 feet in height and the renovations will go over the 60 feet height requirement. The Planning Commission conducted a public hearing at the May 3rd meeting and is recommending that Town Council approve the application.

Mr. Edwards reviewed the renovations with a plat showing the changes. Mr. Edwards also stated that there were some citizens that had some concerns about the project and voiced their opinion at the public hearing. The Mayor, Town Manager and Town Staff have scheduled a meeting with WestRock to review the concerns of the citizens.

Mayor Hudson reviewed the comments from the Planning Commission Public Hearing and advised there are some handouts from Philip Bradley with 11 questions and pictures from Delilah Bell that the Town Manager will send out to Town Council.

Mr. Edwards stated that WestRock is advising that the renovations will improve the dust from the chip piles and that it might not be the chip piles that are responsible for the dust, the dust might be coming from another business and not WestRock.

Mayor Hudson advised that he has recommended that WestRock hold a public forum regarding the renovations so that the public can voice their opinion and ask questions.

Mr. Edwards advised that a public hearing has been advertised for the May 30th 2017 Town Council meeting.

VII. General information

1. Food Trucks by the River

Mr. Edwards advised that the Food Trucks by the River will be this Friday and if you would like to reserve a table at the River Overlook please let Karen Barrow know.

2. Safe Routes to School

Mr. Edwards advised that VDOT approved the Safe Routes to School today so the Town can now award the contract.

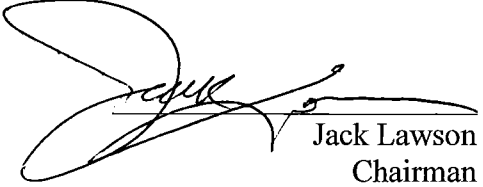
VIII. Town Council Agenda

Mr. Lawson advised that Ordinance 01-2017 and the SUP for the mill project needs to be placed on the May Town Council agenda.

IX. Next Meeting Date: June 12th 2017


X. Adjournment

There being no further business, the meeting was adjourned at 6:05 P.M.



Jack Lawson
Chairman

ATTEST:



Karen M. Barrow
Karen M. Barrow
Town Clerk