

**TOWN OF ROCKY MOUNT  
PLANNING COMMISSION  
MINUTES  
JUNE 5, 2012  
6:00 P.M.**

The Planning Commission of the Town of Rocky Mount, Virginia, met at the Rocky Mount Municipal Building on Tuesday, June 5, 2012 at 6:00 p.m., with Madame Chair Janet Stockton presiding.

The following members of Planning Commission were present when the meeting was called to order: Madame Chair Janet Stockton and Vice Chair John Speidel; and Planning Commission Members Bud Blanchard, Ina Clements and John Tiggle. Let the record show that Planning Commission Member Derwin Hall arrived at the meeting at 6:03 p.m. and Planning Commission Member Jerry Greer was absent.

The following staff members were present: Town Planner Patrick Rust, Town Attorney John Boitnott, and Deputy Clerk Stacey B. Sink

**APPROVAL OF AGENDA**

Madame Chair Stockton asked if there were any additions or corrections to the presented agenda, and being none entertained a motion.

- Motion was made by Planning Commission Member Clements to approve the agenda as presented, with motion on the floor being seconded by Planning Commission Member Tiggle. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

**APPROVAL OF MINUTES**

Let the record show there were no draft minutes submitted for approval at this time.

**PUBLIC HEARING**

Let the record show there were no public hearings scheduled at this time.

## **NEW BUSINESS**

Let the record show there was no new business to discuss at this time.

## **OLD BUSINESS**

### **(1) *Work Session on Zoning Ordinance Revisions***

Let the record show that for the past several months and at Planning Commission's direction, staff has been working to update the Town's Zoning and Development Ordinance to correct grammar and punctuation errors, to insure that contained references are correct, and to look for other substantive issues which may require Planning Commission's attention. Prior to the meeting, Planning Commission received documentation regarding the proposed changes, many of which were discussed in previous work sessions. The purpose of this work session is to discuss the remaining items. Discussion regarding the proposed updates was as follows:

- Article 6: (6-3-1.2) Staff suggests wording correction from "sketch development plan" to "site development plan." Also in 6-3-1.4, staff suggests adding phrase "and maintained as determined by the planning and zoning administrator" so that the section will read: *The manufactured home park shall be well-landscaped and maintained as determined by the planning and zoning administrator.* The Town Attorney expressed discomfort with the phrase "as determined by the planning and zoning administrator" and advised he would take a look at this before a final recommendation is made, noting that a site development plan would detail the manner in which landscaping is to be maintained.
- Article 6-3-2.8 (rear yard regulations for townhouses): There appears to be something missing from this section of the ordinance. Currently it reads: *Each townhouse shall have a minimum rear yard of 40 feet, except when the rear yard abuts each yard shall be at least 25 feet. An accessory building not exceeding ten feet by ten feet may be constructed in any rear yard.* Staff notes that there appears to be something missing both after the word "abuts" and also at the end of the section. Staff questions, "abuts what?" and suggests adding the following phrase to the end of the section: *not closer than five feet to the property line and not further than 15 feet from the property line.*
- To the question of "abuts what?": Could it be a private drive? A public street? Another rear yard? The Town Attorney wishes to review this language as well.

- Article 6-6-3(B)3: Word correction substituting “supplemented” for “supplanted”.
- Article 7: No substantial changes.
- Article 8: Only substantive change proposed is to add 8-9(6): *the Zoning Administrator may set standards for banner size and shape, in conjunction with the Public Works Director*. The Town Attorney advised that he does not like this proposed language because it suggests that the Zoning Administrator can make the law. It was the consensus of Planning Commission that it would be better to have specific dimensions.
- Article 11 (Provisions for Appeal): The entire article changed, and has been edited in consultation with the Town Attorney to conform to state code.
- Article 12 (Violation and Penalty): No changes other than article number.
- Child and adult day care facilities: The Deputy Clerk will consult with the Town Attorney regarding necessary ordinance changes pertaining to child and adult day care facilities.
- The Zoning Ordinance does not give authority or establish a Planning Commission, but Town Code does. Is there a need to have it in the Zoning Ordinance as well? The Town Attorney thinks not.
- Public hearing regarding ordinance updates will be at regular August meeting.
- Potential for having a public hearing at the July meeting, though no application has been received yet. The July meeting was pre-scheduled for Monday, July 2, 2012 to work around the July 4<sup>th</sup> holiday.

### **COMMISSIONER CONCERNS**

- Concern over the condition of the walkway/alley leading from the rear of the Franklin News-Post. It is a bit overgrown. Trees need to be trimmed.
- Concern over condition of the vacant lot (tall grass and weeds) next to Sheetz, owned by A&H Holdings.
- Concern over youngsters selling items in the median at the intersection of Floyd and Franklin, for the past two weekends.

### **ADJOURNMENT**

At 6:59 p.m., and with no further business to discuss, Madame Chair Stockton entertained a motion to adjourn, with motion being made by Planning Commission Member Clements, seconded by Vice Chair Speidel, and carried unanimously by those present.

---

Janet Stockton, Chair

ATTEST:

---

Stacey B. Sink, Deputy Clerk

/sbs