

**TOWN OF ROCKY MOUNT
PLANNING COMMISSION
REGULAR MEETING MINUTES
April 5, 2016
6:00 p.m.**

The Planning Commission of the Town of Rocky Mount, Virginia met in the Council Chambers of the Rocky Mount Municipal Building, located at 345 Donald Avenue, Rocky Mount, Virginia, at 6:00 p.m. on April 5, 2016, for its regular monthly meeting with Madame Chair Janet Stockton presiding.

Commission Members Present:

- Janet Stockton, Chair
- John Speidel, Vice Chairman
- MEMBER Bud Blanchard
- MEMBER Ina Clements
- MEMBER Derwin Hall
- MEMBER John Tiggle
- MEMBER Jerry Greer

Staff Members Present:

- Assistant Town Manager Matt Hankins
- Town Planner Josh Gibson
- Town Attorney John Boitnott
- Planning Commission Clerk Jessica H. Heckman

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve as presented

Motion By: Ina Clements

Second: John Speidel

Action: Approved by a unanimous vote of members present

REVIEW AND CONSIDERATION OF MINUTES

Let the record show that prior to the meeting, Planning Commission received the following draft minutes for review and consideration of approval: **March 2, 2016 - regular meeting minutes.**

Additions or Corrections: Add Town Manager James Ervin to Staff Member Present

Motion: To approve the minutes with addition of staff member

Motion By: John Speidel

Second: Jerry Greer

Action: Approved by unanimous vote of members present

PUBLIC HEARING

Twin Creeks Distillery is requesting a Special Exception Permit for a MANUFACTURING use on property located at 510 FRANKLIN ST, ROCKY MOUNT, VA, 24151, Franklin County Tax Map and Parcel Number 2070049300. The applicant intends to relocate its craft distillery operation from its current location at 145 BYRD LANE to the subject property, which is zoned CBD (Central Business District).

Josh Gibson, Town Planner, discussed the highlights of the Staff Report:

- Existing conditions
- Proposed conditions
- Conformance with Comprehensive Plan
- Staff Analysis

Madame Chair Janet Stockton asked for questions from Commission members.

Vice Chair John Speidel asked to see pictures of the existing distillery. Josh Gibson presented pictures via projector.

Madame Chair Janet Stockton called for comments from the Applicant.

Matt Hartberger, 145 Byrd Lane, Rocky Mount, Virginia, spoke on behalf of Twin Creeks Distillery. Mr. Hartberger stated they do not have room in their current building to store finished products, products being made or for a new bottling process that they need. Vice Chair John Speidel questioned side effects from manufacturing for neighboring properties. Mr. Hartberger stated that neighbors would not even know they were in the building, everything would be inside other than deliveries by small box trucks. He noted the pipes would put off a quick burst of steam to clean the pipes a couple times a week. Mr. Speidel questioned recycling of the mash and whether it would impact the town's garbage collection. Mr. Hartberger answered the mash goes to farmers for fertilizers and pig feed.

Madame Chair Stockton questioned use of the town water supply. Mr. Hartberger explained the town's water is too warm, so they are hoping to use a geothermal well to cool the condensate. Mr. Speidel questioned if the water was recycled. Mr. Hankins explained another facility uses a geothermal well and there is recirculation of the water. Member Bud Blanchard stated geothermal wells are closed loops. Member Ina Clements questioned how many people would be employed at the new site. Mr. Hartberger stated in the first year, there will be five, second year ten and in the third year they hope to have fifteen to twenty. Member Bud Blanchard questioned if there was retail at the current facility. Mr. Hartberger stated it was not allowed at the

current site by ABC regulations. Mr. Blanchard questioned if there were plans for retail at the new site. Mr. Hartberger stated they would like to have retail as soon as they can.

Matt Hankins asked Mr. Hartberger to explain the benefit of having ABC sales on site. Mr. Hartberger explained they can only sell their products to the Virginia ABC four times per year, once per quarter which limits their product line in ABC stores. However, having an on-site distillery store allows them to sell their own products. Mr. Speidel questioned if they could sell any product they produce. Mr. Hartberger stated once a recipe is approved they can sell it in their store. Matt Hankins asked Mr. Hartberger to explain why this particular building provided the most benefit for Twin Creeks. Mr. Hartberger stated this building worked out best for them because it is situated mostly underground and would keep their cooling costs down, the other benefit is the potential foot traffic they would get by being located next to the Harvester. Matt Hankins questioned the plans for retail hours. Mr. Hartberger stated the hours would revolve around show times from the Harvester. Member Ina Clements questioned how long it would take to move to the new location if approved. Mr. Hartberger stated it would be at least 60 days. Member Bud Blanchard questioned if there were plans to enhance the front of the building. Mr. Hartberger stated they plan to improve the front.

Madame Chair Janet Stockton asked for public comments.

No comments from the public were made.

Motion: To recommend Town Council approve special use request for Tax Map Parcel 2070049300 with the condition of signage being installed which clearly delineates deliveries/pickups and parking patterns on the property.

Motion By: Member Derwin Hall

Second: Member Jerry Greer

Action: Recommend Town Council approval of special use request for Tax Map Parcel 2070049300 with the condition of signage being installed which clearly delineates deliveries/pickups and parking patterns on the property

Roll Call Vote:

Member Ina Clements: Yes

Member Bud Blanchard: Yes

Member Derwin Hall: Yes

Member John Tiggle: Yes

Member Jerry Greer: Yes

Vice Chair John Speidel: Yes

Madame Chair Janet Stockton: Yes

Madame Chair Janet Stockton called for the next public hearing to be presented.

The Town of Rocky Mount's proposed 5-Year Capital Improvement Plan (CIP) for the fiscal period beginning July 1, 2016 and concluding on June 30, 2021. The Capital Improvement Plan is a document to forecast significant expenditures and revenue needs for major capital improvements, equipment, property, utility infrastructure, and other public uses. The CIP is for planning purposes only and does not obligate the Town Council to carry out any project contained therein nor prohibit unanticipated capital needs to be purchased during the time period of the CIP but not contained as part of the adopted plan.

Matt Hankins gave a brief presentation on the 5 Year Capital Improvement Plan. He reminded the Commission of their ability to speak up and make suggestions on improvements to the Capital Plan.

Derwin Hall questioned if the sidewalk extension between Floyd and Dent was taken out of the plan. Linda Woody stated it was moved to Fiscal year 2018. Derwin Hall stated he felt it should be a priority to connect the central business district. Matt Hankins stated it has been requested for three years. He stated there is a lot of foot traffic in that area and citizens have suggested sidewalk access. Derwin Hall questioned the study for Bernard Road. Matt Hankins explained it was a study for storm water and sidewalks. Madame Chair Janet Stockton expressed that she felt the sidewalk extension between Floyd and Dent should be a priority over the study at Bernard Road. Town Planner Josh Gibson, stated that storm water issues are priorities over sidewalks. Matt Hankins stated they are trying to prevent flooding. Janet Stockton stated she didn't think the money should be spent unless the Railroad was part of the effort. Derwin Hall stated he felt the sidewalk extension between Floyd and Dent Street should be a priority. Madam Chair Janet Stockton expressed the study for Bernard road should be dropped and the extension between Floyd and Dent should be added. Jerry Greer questioned if the Floyd Intersection was part of the Capital Improvement Plan. Matt Hankins explained it is not a budgeted item, that it is paid for by VDOT maintenance money. He stated that there are a couple of issues to work out and a plan will be presented to the Commission at a later time. Jerry Greer questioned if there was a grant for the Floyd to Dent sidewalk project. Matt Hankins stated they have asked for the ability to apply for VDOT revenue sharing and the amount requested in the budget was roughly half of the projected cost. Matt Hankins explained the amount requested was moved to the next year. Open discussion ensued relative to Floyd Avenue to Dent Street extension as well as the Floyd Avenue Intersection traffic improvements.

Motion: Planning commission recommends Town Council approve the Capital Improvement Plan with the addition of the sidewalk extension between Floyd and Dent Street and the improvements of the intersection at Floyd and Franklin Street

Motion By: Member Derwin Hall

Second: Member Jerry Greer

Action: Approved by Unanimous Vote of Members Present

NEW BUSINESS

Matt Hankins informed the Commission of properties that are not zoned according to their intended uses. He gave specific examples of properties that need to be rezoned. Open discussion ensued relative the properties needing to be addressed.

Matt Hankins informed the Commission of news being released this week from PlyGem. Member Hall suggested we meet with our manufacturing companies to determine their future needs and how we can help. Mr. Hankins explained that they reach out to companies and will continue to do on an ongoing basis. Mr. Hall questioned whether Planning Commission should be involved. Josh Gibson suggested a local industry work-session to open conversation with Planning Commission and business owners. Open discussion ensued regarding zoning compliance issues and how they are enforced.

Commission Concerns

Janet Stockton asked the commission to discuss the process from the previous Town Council meeting and vote on the Public Hearing. Chairman Stockton questioned if Town Council received copies of Planning Commission minutes. Matt Hankins informed Commission that the Town Council does not receive the minutes, that they receive a summary of the Planning Commission's action. He suggested if they want minutes to be provided to Town Council, that they change the date of their meeting to allow time for minutes to be prepared. Derwin Hall stated he felt Town Council had less information regarding the hearing. He stated he feels the minutes should be in the Town Council packet. Mr. Hankins stated that the meeting schedule would have to be changed in order to have the time to get the minutes prepared and in the packet. Matt Hankins suggested a joint work session between Town Council and Planning Commission if they felt it was necessary. Open discussion ensued regarding the outcome of the previous months public hearing.

Staff Updates:

Matt Hankins informed commission of a potential new development on one of the Lowe's outparcels. He also informed that on April 28, 2016 the lots at Landmark Mountain and Plateau subdivision will be auctioned. Mr. Hankins stated he felt this would speed up development of the subdivision.

Chairman Stockton hearing no further comments entertained a motion to adjourn.

ADJOURNMENT

Motion to Adjourn By: Member Jerry Greer

Second: Vice Chair John Speidel

Action: Approved by a unanimous vote of members present

Time of Adjournment: 7:25

Janet Stockton, Chairman

ATTEST:

Jessica H. Heckman, Clerk

JHH/

DRAFT