

**ROCKY MOUNT TOWN COUNCIL
REGULAR COUNCIL MEETING
DECEMBER 10, 2007**

The December 10, 1007 regular Council meeting of the Rocky Mount Town Council was held in the Council Chambers of the Rocky Mount Municipal Building located at 345 Donald Avenue, Rocky Mount, Virginia at 7:00 p.m. with Mayor Steven C. Angle presiding. The following members of Council were present:

Vice Mayor Roger M. Seale and Council Members Stephen F. Agee, Posey W. Dillon, Jerry W. Greer, Sr., John H. Lester, and Sadie W. Tuning

The meeting was called to order by Mayor Angle.

The Town Clerk read for the record the following being present: All members of Town Council as noted: Town Manager C. James Ervin, Assistant Town Manager/Community Development Director Matthew C. Hankins, Town Attorney John T. Boitnott, Chief of Police Erik Mollin, Finance Director Linda Woody, Planning & Zoning Administrator Paul Stockwell, Fire Chief Posey W. Dillon, Public Works Director Cecil R. Mason, and Town Clerk Patricia H. Keatts.

The Mayor led the *Pledge of Allegiance*.

Let the record show that the Mayor presented to the public the new Town flag.

APPROVAL OF AGENDA

Prior to the meeting, Council had received the agenda for review and consideration of approval.

- Motion was made by Council Member Agee to approve the agenda as presented, seconded by Council Member Tuning and carried unanimously.

SPECIAL ITEMS

The Mayor welcomed the students of Mr. Seleby's government class from Franklin County High School.

PUBLIC HEARING

Let the record show that the Mayor recessed the meeting to hold the first of four public

hearings:

A) After being duly advertised, the Town of Rocky Mount is requesting to amend Article 19: Definitions by adding and changing the following definitions:

- (1) Building, industrialized
- (2) Development
- (3) Dwelling, single-family
- (4) Manufactured home
- (5) Manufactured home park
- (6) Mobile home and Mobile home park deleted.

The Mayor opened the floor to anyone wishing to come forward to speak regarding the request.

- The Planning & Zoning Administrator presented to Council for their review and consideration a PowerPoint presentation that outlined the following:

Manufactured Housing:

Purpose: To bring local code to Virginia Code standards as “manufactured homes” in local zoning ordinances are required to be defined as same as Virginia Code defines “manufactured home”.

Current Local Code

- ◆ Single-family dwelling
 - Stick-built home
 - Manufactured home-modular homes, built to state standards
- ◆ Mobile Home
 - Built to federal HUD standards

Virginia Code

- ◆ Single-family dwelling
 - Stick-built home
 - Industrialized building-modular homes, built to state standards
- ◆ Manufactured Home
 - Built to federal HUD standards
 - Permitted in RA

Manufactured Home Definition:

19-3-99. Manufactured home: A structure subject to federal regulation, which is transportable in one or more sections; is eight body feet or more in width and forty body feet or more in length in the traveling mode, or is 320 or more square feet when erected on site; is built on a permanent chassis; is designed to be used as a single-family dwelling, with or without a permanent foundation, when connected to the required utilities; and includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure.

This is just changing the terminology that will get rid of mobile home to manufactured home as required by the State Code.

Industrialized Building Definition:

19-3-21.1. Building, industrialized: A building constructed in one of more sections or modules, subject to state regulations and including the necessary electrical, plumbing, heating, ventilating, and other service systems, manufactured off-site and transported to the point of use for installation or erection with or without other specified components, to comprise a finished building. All industrialized buildings shall meet the Southern Standard Building Code, BOCA National Building Code, or the ICBO Uniform Building Code and all applicable provisions of the Virginia Uniform Statewide Building Code. Manufactured homes are not considered industrialized buildings.

This is adding a definition that comes from the Virginia State Code.

Single-family Dwelling Definition:

19-3-46. Dwelling, single-family: A residential dwelling unit other than a manufactured home designed for and occupied by one family only. Industrialized buildings are considered single-family dwellings for this ordinance.

Other Definitions:

- Development – “mobile home” changed to “manufactured home”.
- “Mobile home park” changed to “Manufactured home park”.
- Mobile home and mobile home park deleted.

The Planning & Zoning Administrator confirmed to the Mayor and informed Council that the Planning Commission recommended approval of the definitions as defined.

- Susan Lanier of 545 Briar Ridge Road, Henry, Virginia came before Council asking for confirmation that the Town could not do anything regarding these definitions other than what the State mandated could be done. The Mayor confirmed to her that this was correct.
- Ed Chauncey of 25 Orchard Avenue, Rocky Mount, Virginia, asked for clarification of a manufactured home, with the Planning & Zoning Administrator explaining to him that they were homes that are built to Federal HUD standards, and they have less stringent guidelines than for modular homes, but that all mobile homes are now considered manufactured homes that are allowed in mobile home parks and agricultural zones within the Town of Rocky Mount. They are also considered single-family dwellings and allowed in R-1 and R-2 zoning districts.

- The Planning & Zoning Administrator confirmed to Council Member Greer that there were probably 25 agricultural lots in-town, but would get the actual amount to him.

Let the record show that no one else came forward to speak regarding this matter.

There being no further discussion for the public hearing portion of the meeting, the Mayor reconvened the meeting back into regular session and entertained a motion from Council.

- Motion was made by Vice Mayor Seale to accept the Planning Commissions' recommendation for approval, with motion on the floor being seconded by Council Member Lester. There being no discussion, let the record show that the motion on the floor passed unanimously.

The Mayor recessed the meeting to hold the second of four public hearings.

- B) After being duly advertised, the Town of Rocky Mount is requesting to amend Articles 5, 10, 11, 12, and 24 providing for manufactured housing in certain zoning districts and applicable provisions for placement.

The Mayor opened the floor to anyone wishing to come forward to speak regarding the request.

- The Planning & Zoning Administrator presented to Council for their review and consideration a PowerPoint presentation that outlined the following:

Manufactured Home Placement:

- Permitted in Residential Agricultural (RA) districts on a permanent foundation.
- Manufactured home parks permitted in R3 as a special exception.
- Mobile home park standards changed to manufactured home park standards.
- Flood district ordinance changed to reflect manufactured homes as opposed to mobile homes

Bulk Regulations

Purpose:

- Preserves existing property values in residential zoning districts.
- Prevents "single-wide" stick-built, manufactured, or industrialized homes.
- Preserves existing neighborhood character.

The Planning & Zoning Administrator explained to Council that this is just going back into the Town's Planning & Zoning Ordinance and replacing "mobile homes" to the new term of "manufactured homes", and also confirmed to the Mayor that this would be bringing the Town's code up-to-date with the State code.

The Planning & Zoning Administrator confirmed to the Mayor that it was the Planning Commission's recommendation to approve the recommended amendments as indicated.

Let the record show that no one else came forward to speak regarding this matter.

There being no further discussion for the public hearing portion of the meeting, the Mayor reconvened the meeting back into regular session and entertained a motion from Council.

- Motion was made by Council Member Dillon to follow the recommendation of the Planning Commission, with motion on the floor being seconded by Council Member Lester. There being no discussion, let the record show that the motion on the floor passed unanimously.

The Mayor recessed the meeting to hold the third of four public hearings.

C) After being duly advertised, the Town of Rocky Mount is requesting to amend Articles 3, 4, 5, 6, 24 and 26 providing for bulk regulations in residential zoning districts as follows:

- R1 – 1,000 sq. foot minimum, 20 foot minimum width
- R2 – 800 sq. foot minimum, 20 foot minimum width
- R3 – same as R2
- RB – 600 sq. foot minimum, 20 foot minimum width
- RA – 1,000 sq. ft. minimum, 20 foot minimum width
- CBD – 800 sq. foot minimum, 20 foot minimum width

The Mayor opened the floor to anyone wishing to come forward to speak regarding the request.

- The Planning & Zoning Administrator presented to Council for their review and consideration a PowerPoint presentation that explained the *bulk regulations*. He explained that along with manufactured homes changing, there had been several concerns voiced about single-wide manufactured homes being built in residential districts. To address these concerns, the square footage of the homes were looked at in various residential districts around Town, and it was noted that the majority of residential square footage of homes was 1,000 square feet; therefore, the recommendation of square footage per districts were addressed. It was also confirmed to the Mayor by the Planning & Zoning Administrator that just the minimum square footage was to be met, and that anything grandfathered in would be okay.

Let the record show that no one else came forward to speak regarding this matter.

There being no further discussion for the public hearing portion of the meeting, the

Mayor reconvened the meeting back into regular session and entertained a motion from Council.

The Planning & Zoning Administrator explained to Vice Mayor Seale how the square footage was calculated.

The Planning & Zoning Administrator confirmed to the Mayor that it was the Planning Commission's recommendation to approve the recommended amendments as indicated.

- Motion was made by Council Member Agee to adopt the regulations as put forth by the Planning Commission, with motion on the floor being seconded by Council Member Tuning. There being no discussion, let the record show that the motion on the floor passed unanimously.

The Mayor recessed the meeting to hold the final public hearings.

D) After being duly advertised, the Town of Rocky Mount is requesting the adoption of the following proposed plans:

1. Historic Resources Interpretive Plan of the Pigg River Heritage Area in the Town of Rocky Mount, Virginia: Prepared by Hill Studio, P.C.
 - Alison Blanton with Hill Studio, P.C., will be doing a PowerPoint presentation. Hill Studio, P.C. did the interpretive plan for the entire Pigg River Heritage area.
2. The Pigg River Heritage Trail Master Plan.

The Mayor opened the floor to anyone wishing to come forward to speak regarding the request.

- Alison Blanton of Hill Studio, P.C. presented to Council a PowerPoint presentation that consisted of the following items that were outlined to Council:

Pigg River Heritage Area:

- A map of the area was presented

Products:

- Interpretive plan report
- Brochure for tourism and education trail
- Proposed text for future trail signs
- Educational presentation for public use

Brochure:

- A brochure was presented

Project Goals

- To identify historic resources and themes in the Pigg River Heritage Area
- Develop a trail system along the Pigg River to interpret local heritage and to promote tourism and recreational activities
- Promote the stewardship and preservation of the Pigg River's historic resources

Identified Historic Resources:

- The Farm (still standing)
- Washington Iron Furnace (still standing)
- Callaway's Forge (demo) (architectural site, not an existing structure)
- Robert Hill Fort (re-built)
- Rocky Mount Historic District
- Peter Saunders Memorial Bridge (still standing)
- The Old Covered Bridge (not standing)
- Richard F. Rakes Houses (Christian Heritage Academy Site)
- Rakes Tenant House (2)
- Rakes Picnic Pavilion/Cement Spring
- Ice Plant

Identified Themes:

- Settlement Patterns
- Industry
- Transportation
- Government
- Social/Recreation
- Ethnicity
- Agriculture
- Furniture Industry
- Music
- Moonshine and Prohibition

Ms. Blanton presented each historic resource:

The Farm:

- Pertains to the theme of:
 - Settlement patterns
 - Industry – ironmaster's house
 - Government – first meeting places of Franklin County Court
 - Social/Recreation – licensed ordinary
 - Agriculture

The Washington Iron Furnace:

- Pertains to the theme of:
 - Settlement patterns
 - Industry

- Transportation – network of roads spurred from the property
- Ethnicity

The Old Covered Bridge:

- Pertains to the theme of:
 - Transportation – built in 1848 and demolished in 1939; it spanned the Pigg River along the old Pittsylvania-Franklin-Botetourt Turnpike

Peter Saunders Memorial Bridge:

- Pertains to the theme of:
 - Transportation – replaced the Old Covered Bridge in 1928

Rakes Picnic Pavilion / Cement Spring

- Pertains to theme of:
 - Social/Recreation
 - Agriculture

Rakes House:

- Pertains to theme of:
 - Agriculture – Rakes developed many acres of farmland around the house, where he grew corn and raised cattle

Rakes Tenant Housing (two houses):

- Pertains to theme of:
 - Agriculture – Rakes built these tenant houses for his farm laborers

Robert Hill Fort:

- Pertains to theme of:
 - Settlement patterns – Robert Hill, an Irish native, migrated from Pennsylvania circa 1743

Ms. Blanton presented to Council the following recommendations:

- Comp Plan
 - Land use and zoning
 - Growth management
 - Local zoning compatible with preservation
 - VA RACER
 - Voluntary efforts
 - Landmark designation
 - State and Federal tax credits
 - Easements
- The Planning & Zoning Administrator informed Council that the next step in the process of developing the Pigg River Heritage Trail is the proposed trail master plan.

He informed Council also that on November 13, 2007, a public input session had been held by the Town, with approximately 15 property owners along the proposed trail attending and voicing their concerns. Several suggestions from the property owners were:

- Town work with the Department of Game & Inland Fisheries to make sure that Pigg River is kept stocked with fish.
- Make sure that if gates are installed, that they are kept locked where the trail enters onto private property when it gets dark in the evening.
- Make sure dogs are kept on leashes.
- Wondered if the trail would make the property values go up or down.

The Planning & Zoning Director informed Council that the concerns voiced at the public input meeting were taken into consideration and some revisions were made to accommodate them, and before Council now was the revised trail plan. He informed Council that the proposed first phase of the trail would begin at the Veterans' Memorial Park to the Lynch Landing, then it would display what the trail would look like, and if approved during this meeting, the Town could then apply for the appropriate grants for the trail (Virginia Department of Conservation and also from the Virginia Department of Transportation for trail enhancement funds). After this takes place, the Town could work with the property owners to obtain Memorandums of Understanding (MOU) and the required easements.

- Shellie and Tony Leete of 185 Claiborne Avenue (owners of The Claiborne House) came before Council stating that they were in favor of the proposed trail and sees this as an opportunity for the Town to be able to bring more people to the area for recreation.

Let the record show that no one else came forward to speak regarding this matter.

There being no further discussion for the public hearing portion of the meeting, the Mayor reconvened the meeting back into regular session and entertained a motion from Council.

Council Member Lester stated that he would like to say that this project has been well done by those involved.

The Mayor stated that the Town has been working on this project for some time, and the Town should move on with this project.

- Motion was made by Council Member Lester to proceed forward with procuring grants necessary to make this project happen, and to adopt the interpretive plan and Heritage Master Plan, with motion on the floor being seconded by Council Member Tuning. There being no discussion, let the record show that the motion on the floor passed unanimously.

APPROVAL OF MINUTES

Prior to the meeting, Council had received for consideration of approval the following draft minutes:

- November 13, 2007 Regular Council Meeting Minutes
- Motion was made by Vice Mayor Seale to approve the draft council meeting minutes as presented with motion on the floor being seconded by Council Member Agee. There being no discussion, let the record show that the motion on the floor passed unanimously.

APPROVAL OF CONSENT AGENDA

The approval of the *Consent Agenda* consists of approving the bill list and monthly departmental reports that were submitted prior to the meeting for Council's review and consideration.

Let the record show that under "Miscellaneous Action", the following request was reviewed and considered by Council for approval:

- Review and consideration of Fiscal Year 2008-2009 Comprehensive Economic Development Strategy (CEDS) for West Piedmont Planning District Commission (WPPDC). This is an update by WPPDC to submit as a regional plan to the U.S. Economic Development Administration. Projects were listed in terms of local priority and readiness to proceed. Only those projects listed in the regional CEDS document are eligible for Federal funding from EDA and other agencies that may be asked to support with grant funding.
- Motion was made by Council Member Dillon to approve the draft *Consent Agenda* as presented, with motion on the floor being seconded by Council Member Lester. There being no discussion, let the record show that the motion on the floor passed unanimously.

HEARING OF CITIZENS

Let the record show that no one had signed up prior to the meeting to come before Council regarding any items under "Hearing of Citizens".

(Just prior to the meeting starting, Susan M. Lanier of 545 Briar Ridge Road, Henry, Virginia, was in the process of handing out a letter to Town Council for their review and consideration. Council Member Lester requested that she give such letter to the Town Clerk to distribute accordingly, with Mrs. Lanier doing so. The Town Clerk in turn made sure Council and all appropriate parties had the letter prior to the Council meeting starting.)

Under the portion of "Hearing of Citizens", the Mayor inquired of Ms. Lanier if she wanted to address the letter she had presented before Council at this time, with her declining, stating that she wanted the letter to stand as is. The Mayor informed Ms. Lanier that he had read the letter, but does not know at this time when the Town's Farmers' Committee would be meeting, but doubts it would be within the next week due to the upcoming holidays (in her letter she had indicated she believed the meeting would be taking place within a week or so). He further informed her that when the Farmers' Committee did meet, the concerns she had presented in her letter would be addressed.

OLD BUSINESS

Let the record show there was none.

NEW BUSINESS

A) Proposed FY 2008-2009 Budget & Capital Improvement Plan Schedule

Prior to the meeting, Council had received a revised proposed Fiscal Year 2008-2009 Budget & Capital Improvement Plan schedule presented by the Town Manager and Finance Director for their review and consideration of approval. The Town Manager explained to Council that the budget process is about a six month endeavor. On the revised proposal Council received prior to the meeting, there was an optional item on the calendar they could leave or take out pertaining to holding a joint work session on the proposed five-year Capital Improvement Plan with the Planning Commission.

- Motion was made by Council Member Lester to approve the revised Fiscal Year 2008-2009 Budget & Capital Improvement Plan schedule, with motion on the floor being seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously.

B) Celeste Park Update

The Town Manager informed Council that the Town staff in conjunction with Earth Environmental Consultants, continue to work to design an economic entrance and parking solution to Celeste Park. A map was presented to Council outlining the best proposal from Earth Environmental Consultants, showing that they would be ample parking. The Town Manager further mentioned that it would be low construction cost, and a simplicity that is likely to meet Virginia Department of Transportation's (VDOT) approval. He further mentioned that it is his intent to have the entrance/parking design incorporated into Harvey Delaney Landscape Architects (HDLA) master plan, along with and a sign created for the site depicting the master plan and the Town's fund raising goals. He explained further that once the sign is in place and the concept plan is finalized, the Town can begin to raise funds for the project and seek grants as

appropriate.

Also mentioned by the Town Manager was that the Town's request for scenic byway designation on Route 40 is still in progress, but that it may enable the Town to compete for additional grants for this project.

Vice Mayor Seale questioned the traffic pattern entrance and if it was one-way, with the Town Manager confirming that it was. There was discussion how the flow of traffic would go, especially with school buses trying enter/exit the parking area and having to swing wide from the exit area. The Town Manager stated it was the intent to draw something up that the Town can construct economically, with the parking area maybe even being graveled instead of paved.

The Town Manager confirmed to the Mayor that no action was needed on this item at this time.

C) Requests of Council Member John Lester

1. Request for Council to approve a proclamation to be drafted in honor of the late Donald Hutcherson for his 45 years of service he has given to the citizens of Rocky Mount and to have it ready during the regularly scheduled meeting to be held January 14, 2008. The Mayor indicated that this was a good idea and for Town staff to make sure that Mr. Hutcherson's wife would be invited. The Town Manager so noted.

The Town Manager confirmed to the Mayor that no motion was needed for this item.

2. Request that Council authorize the Town Manager and his staff to pursue with Virginia Municipal League and other governmental agencies possible grants and funding for economic development for small businesses to be able to expand or locate in towns within the State of Virginia. It was discussed by Council that this would be a good idea.
 - Motion was made by Council Member Lester to authorize the Town Manager and his staff to pursue with Virginia Municipal League and other governmental agencies possible grants and funding for economic development for small businesses to be able to expand or locate in towns within the State of Virginia, with motion on the floor being seconded by Council Member Greer. There being no discussion, let the record show that the motion on the floor passed unanimously.

Council Member Lester stated that he wanted it to be understood that his request did not have anything to do with what the County was pursuing in terms of economic development funding for the County.

COMMITTEE REPORTS

The Assistant Town Manager/Community Development Director presented to Council the following committee reports:

A) Public Facilities & Special Events Committee

The Public Facilities & Special Events Committee met on December 3, 2007 to review two items. Following is a recommendation from the Committee to Council to consider items needing to be brought before Council for review and consideration of approval:

1. Review and Consideration of Pigg River Heritage Trail Concept

The Town Manager reported that most of this was addressed and taken care of earlier in the meeting this afternoon by Council and no further action by Council is needed.

2. Custodial Services at Citizen Square at Farmers' Market

The Town Manager stated that it was agreed upon by the Committee that as soon as he hears from the Goodwill Industries (who currently takes care of the custodial services for the Citizen Square at Farmers' Market), to refer this matter to the Farmers' Committee.

The Town Manager confirmed to the Mayor that no action was needed from Council regarding either of these two items.

COUNCIL CONCERNS

A) Council Member Lester

1. Council Member Lester would like to personally thank Barbara Chauncey, President of the Community Partnership for Revitalization Board, and all those involved in the "Come Home to a Franklin County Christmas" event that had recently taken place.

The Town Manager mentioned also that the Town's Police Department and Public Works Department needed to be thanked for their participation in the event also, with the Mayor confirming.

2. Council Member Lester requested that Town staff send thank you letters to all those involved in contributing and/or sponsoring Community Partnership for Revitalization's "Come Home to a Franklin County Christmas". The Town Manager so noted.

CLOSED MEETING

Let the record show that there were no closed meeting items.

In closing, the Mayor wished everyone a very merry Christmas and a prosperous New Year.

ADJOURNMENT

At 8:02 p.m., motion was made by Council Member Agee to adjourn, seconded by Council Member Lester and carried unanimously.

Steven C. Angle, Mayor

ATTEST:

Patricia H. Keatts/Town Clerk