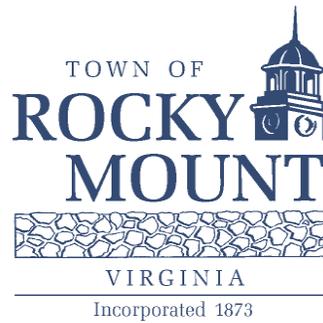


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PLANNING COMMISSION  
Janet Stockton, *Chair*

Bud Blanchard  
Ina Clements  
Jerry W. Greer Sr.

Derwin Hall  
John Speidel  
John Tiggle

C. James Ervin, *Town Manager*  
Matthew C. Hankins, *Assistant Town Manager*  
& *Community Development Director*

## PLANNING COMMISSION AGENDA Tuesday, July 7, 2015 • 6 p.m.

Call To Order and Welcome

Matthew C. Hankins, Assistant Town Manager

1. Election & Seating of Chair
2. Election & Seating of Vice-Chair
3. Seating of Members
4. Roll Call of Members Present
5. Approval of Agenda
6. Review and Consideration of Minutes
7. Public Hearings
  - A. *Lodging Definitions and Zoning Classifications: With the review and recommendation of Planning Commission and approval of the Town Council, the Town of Rocky Mount will amend its Zoning Ordinance to modernize and update the definitions for lodging establishments and update the zoning classifications for certain lodging types.*
    - i. *Staff Report*
    - ii. *Public comment*
    - iii. *Commission deliberation*
8. Old Business
  - a. Distribution of Comprehensive Plan Draft
    - i. Draft provided for your consideration. Please review over the next month and offer comment at the August meeting.
  - b. Update on food trucks.
9. New Business
  - a. Review of proposed FY2016 nuisance & blighted property list
10. Commissioner & Staff Concerns
11. Adjournment

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TOWN COUNCIL  
STEVEN C. ANGLE, *MAYOR*  
GREGORY B. WALKER, *VICE MAYOR*

BOBBY M. CUNDIFF      BOBBY L. MOYER  
P. ANN LOVE            JON W. SNEAD  
BILLIE W. STOCKTON  
JOSH GIBSON  
*Town Planner*

## STAFF REPORT

To: Janet Stockton, Chair, and Planning Commissioners

From: Matthew C. Hankins, Assistant Town Manager and Zoning Administrator  
Josh Gibson, Town Planner

Date: July 2, 2015

Re: Lodging in the Central Business District – Updates to Zoning Ordinance

### EXECUTIVE SUMMARY

In February and March meetings, staff and planning commissioners generally agreed that some of the lodging definitions in our Zoning and Development Ordinance need clarification and adjustment.

After continued research, a few changes are proposed. Updates include an expansion to the definition of Bed & Breakfast establishments, plus an additional category for a small hotel recommended as either a by-right or special exception use for parcels zoned Central Business District (CBD). Rather than a wholesale update to all lodging types (as was previously discussed), this proposal includes the updates most critical for bringing existing and planned businesses into compliance. It also addresses a need for more lodging options in the CBD regulations without permitting those uses with a greater potential to unfavorably affect the character of the district, such as conventional hotels and motels.

Since there appeared to be little interest in immediately pursuing downtown design guidelines in concert with lodging updates, staff is making no recommendation to implement any at this time.

## RECOMMENDATIONS TO AMEND TOWN OF ROCKY MOUNT ZONING & DEVELOPMENT ORDINANCE:

### I. DEFINITION UPDATES

ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to **strike** the following definitions from 4-3:

**BED AND BREAKFAST ESTABLISHMENT**: A home occupation involving the rental of up to four rooms to overnight guests and offering breakfast meals only to said guests.

ARTICLE 4 (Definitions) of the Town of Rocky Mount Zoning and Development Ordinance will be updated to add the following definitions to 4-3:

**BED AND BREAKFAST:** A home occupation wherein the owner of the premises resides at the establishment, and which (1) may contain up to five (5) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions

**BED AND BREAKFAST INN:** A dwelling and its associated building(s) used for temporary/overnight guests wherein the owner or manager provides full-time management of the establishment at all times when the facility is occupied by one or more guests, and which (1) may contain up to ten (10) guestrooms for temporary/overnight guests, (2) shall not contain restaurant facilities but may provide food service for temporary/overnight guests, and (3) may host indoor/outdoor events such as weddings, receptions, and similar activities on site subject to other applicable restrictions

**MIXED-USE INN:** A building designed or occupied as an abiding place featuring no less than 8 rooms and no more than 20 rooms available for temporary/overnight guests who are, for compensation, lodged with or without meals, and in which provision is not generally made for cooking in individual rooms or suites. In addition to the 8-20 rooms/suites, a mixed-use inn may or may not also include on-premises restaurants, banquet halls, meeting rooms, retail uses and similar facilities as approved by the zoning administrator. The intent of this lodging category is to encourage compatible mixed uses as an enhancement and compliment to the primary use, lodging.

## **II. OTHER ORDINANCE UPDATES:**

### **RESIDENTIAL DISTRICT R1 (ARTICLE 20)**

Under Article 20, 20-2-1 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn”

### **RESIDENTIAL BUSINESS DISTRICT RB (ARTICLE 24)**

Under Article 24, 24-1-15 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn”

### **CENTRAL BUSINESS DISTRICT CBD (ARTICLE 29)**

Under Article 29, 29-1-2 should be updated as follows: strike “Bed and breakfast establishments” and add “Bed and Breakfast and Bed and Breakfast Inn”

Under Article 29-2 “Uses by special exception” an additional definition should be added as follows: “29-2-8. Mixed-Use Inn”