

**TOWN OF ROCKY MOUNT  
PLANNING COMMISSION  
MINUTES  
MAY 3, 2011  
6:00 P.M.**

The Planning Commission of the Town of Rocky Mount, Virginia, met at the Rocky Mount Municipal Building on Tuesday, May 3, 2011 at 6:00 p.m., with Madame Chair Janet Stockton presiding.

The following members of Planning Commission were: Madame Chair Janet Stockton and Vice Chair John Speidel; Planning Commission Members Bud Blanchard, Ina Clements, Derwin Hall and Jerry Greer. Let the record show that Planning Commission Member John Tiggle was not present.

The following staff members were present: Town Attorney John Boitnott, Assistant Town Manager Matthew C. Hankins, Deputy Clerk Stacey B. Sink, and Finance Director Linda Woody.

**APPROVAL OF AGENDA**

- Motion was made by Vice Chair Speidel to approve the agenda as presented, with motion on the floor being seconded by Planning Commission Member Greer. 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 minutes presented for approval at this time.

**PUBLIC HEARING**

Madame Chair Stockton recessed the meeting to hold the following public hearing:

- (1) Town of Rocky Mount 5-Year Capital Improvement Plan for the Fiscal Period Beginning July 1, 2011 and Ending June 30, 2016***

After being duly advertised and in accordance with the Code of Virginia, the annual Capital Improvement Plan (CIP) was submitted to the Planning Commission for its recommendation to Town Council. The five-year plan is a non-binding planning document used by the Finance Department and department heads to shape future spending on major equipment purchasing, new facilities, and related large expenses.

The Assistant Town Manager advised that every year this plan is brought to Planning Commission for review and to make recommendations to Town Council. This is the Town's spending plan for the next five years, based on the priorities that are set by the departments. This year, the total general and utility fund projects are \$493,500. This plan is for five years out so some of the capital needs are spread out over the five years. He then opened the floor to questions or comments from the Planning Commission.

Discussion ensued:

- Planning Commission Member Hall asked about replacing the vehicle for the Town Manager at a cost of \$32,000, with the Assistant Town Manager advising it is in the plan; however, Town Council work session discussions indicate that this vehicle will be removed from the CIP. The item requested was a seven passenger vehicle because there is often a need to haul more passengers than the Ford Explorer can hold, such as to meetings in Roanoke and Martinsville, and Richmond. Staff usually borrows a vehicle from the police department on these occasions. This was a state contract price on a new Suburban. The Finance Director pointed out that it was recommended these funds be redirected to sidewalk replacement for a total of \$82,575.
- Planning Commission Member Hall questioned the item for video security equipment at the water treatment plant, and if it something new or an upgrade. The Assistant Town Manager advised that the water plant does not have video surveillance now, and this is coming from the two drowning fatalities at the dam. The Water Treatment Plant Superintendent has recommended that some security be added there, which may be helpful if any other drownings occur, but could also be used in case of a chlorine leak to allow monitoring. This would enhance the security of the water treatment plant going forward.
- Madame Chair Stockton asked what the Gilley's Park access will include, with the Assistant Town Manager advising it is a paved access from the parking area at the cul-de-sac down to the fishing pier. It will make the fishing area more accessible to those with access needs. This was, in part, one of the things that he and the Public Work Director agreed could be done to the park with donations that have been made by the family of the park's namesake,

which is now approaching \$10,000. So far, a picnic shelter has been added and the Town plans to add a restroom facility and also the access.

- Planning Commission Member Clements questioned if the “replace playground equipment” item is for Mary Elizabeth Park, with the Assistant Town Manager advising it is for both parks, as some of the equipment is showing its age and needs to be replaced, and some could be added. Graffiti takes its toll over the years, and there is general wear and tear.
- Planning Commission Member Hall asked what the look of the construction will be for the Celeste Park Trail. Will it be gravel or other? The Assistant Town Manager advised it will probably be gravel, but there are some access requirements. There is also a master plan which has been developed for the park. He expects it will be the finely crushed gravel. There is no timeline on finishing the park, as the Town hopes to raise other funds for developing the park. The land was donated by the Greer family. What appears to be a trail there now, is actually a sewer easement.
- Planning Commission Member Hall stated that the Town is the “Gateway to the Crooked Road” and has talked of an amphitheater, but this is not listed on the five-year plan. Has it been dropped for the next five years? The Assistant Town Manager advised it has not been dropped, but the Town is looking for additional funding sources for pursuing the amphitheater. The Town Manager has discussed with Town Council various options regarding a music venue. One is to proceed with the amphitheater that has already been designed. Another option is a potential agreement with the County of Franklin to lease the former developmental center which is next to the Farmers’ Market, but that is still in the pre-agreement stage, as it has not been formalized or agreed to.
- Vice Chair Speidel questioned how realistic the FY2013 projection is, with the Finance Director advising it is more wishful, as a lot of items were moved from FY2012 to FY2013.
- Vice Chair Speidel asked about the water connection to Plateau Plaza and is it realistic? The Assistant Town Manager advised it really depends on when and if an agreement is signed between the three parties, which are the Town, the Western Virginia Water Authority and the County of Franklin. A draft document has been circulated but has not been finalized. It will almost entirely be paid for with local funds.

Let the record show there was no one present in the audience to come forward to speak in reference to the CIP.

There being no further discussion, Madame Chair Stockton called the meeting back into regular session and entertained a motion.

- Motion was made by Vice Chair Speidel to recommend to Town Council the approval of the CIP as presented and with the noted changes (the vehicle funds being moved to sidewalks), with the motion on the floor being seconded by Planning Commission Member Clements. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

## **OLD BUSINESS**

### ***(1) Blue Book Updates***

The Assistant Town Manager advised that the “Blue Book” is not on the agenda for tonight because he and the Deputy Clerk have not had time to finish up. It will be brought back in the future.

### ***(2) Planner Search***

The Assistant Town Manager advised he is still reviewing applications for the Town Planner position.

## **NEW BUSINESS**

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

## **COMMISSIONER CONCERNS**

At Planning Commission’s request, the Assistant Town Manager gave a brief update on the status of the Uptown Revitalization project.

The Assistant Town Manager advised that the grass is growing and staff is getting a lot of high grass complaints. He also advised that he has met with the owner of the house on Spring Street and she has advised him of her plans to fix up the house.

Madame Chair Stockton asked about another joint meeting with Town Council, with the Assistant Town Manager noting that September will probably be the best month. Planning Commission Member Hall asked if the regularly scheduled Planning Commission meeting for September 2011 could also be the joint meeting with Town

Council.

- Motion was made by Planning Commission Member Hall to direct the Assistant Town Manager to ask Town Council for a joint meeting at the September 2011 regularly scheduled Planning Commission meeting, with the motion on the floor being seconded by Planning Commission Member Greer. There being no further discussion, let the record show that the motion on the floor passed unanimously by those present.

### **ADJOURNMENT**

At 6:32 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 Hall, seconded by Planning Commission Member Clements, and carried unanimously by those present.

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Janet Stockton, Chair

ATTEST:

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Stacey B. Sink, Deputy Clerk

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