

**TOWN OF ROCKY MOUNT  
PLANNING COMMISSION  
MINUTES  
JUNE 7, 2011  
6:00 P.M.**

The Planning Commission of the Town of Rocky Mount, Virginia, met at the Rocky Mount Municipal Building on Tuesday, June 7, 2011 at 6:00 p.m., with Madame Chair Janet Stockton presiding.

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

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

**APPROVAL OF AGENDA**

Madame Chair Stockton indicated that she would like to amend the agenda to include a discussion of the July meeting, and called for any other additions. Being none, she entertained a motion.

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

**APPROVAL OF MINUTES**

Prior to the meeting, Planning Commission received the following draft minutes for review and consideration of approval:

- April 5, 2011 – Regular Meeting Minutes

Madame Chair Stockton asked if there were any additions or corrections to the minutes

and being none, entertained a motion.

- Motion was made by Planning Commission Member Clements to approve the April 5, 2011 minutes as presented, with motion on the floor being seconded by Vice Chair Speidel. There being no discussion, let the record show that the motion on the floor passed unanimously by those present.

## **PUBLIC HEARING**

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

***(1) Verdella Holland – Amendment to Special Use Request Approved on September 7, 2010.***

After being duly advertised and in accordance with the Code of Virginia, Verdella Holland requested a special use request amending a previous permit granted in September, 2010 for allowing an accessory building in the Central Business District (CBD). Ms. Holland wishes to add covered parking to the accessory building she has constructed on the lot at 50 Warren Street, Franklin County Tax Map & Parcel Number 2070057800.

The Assistant Town Manager gave the following staff report in regard to Ms. Holland's request:

- He reminded Planning Commission that they approved Ms. Holland's request to add an accessory building to the property in September, 2010, as accessory buildings are not a use by right in the CBD. Ms. Holland would like to now add covered parking to the building. Her request is outside the scope of what was initially approved by Planning Commission.
- Staff has reviewed her request and has no opinion on the matter. It will not be a significant aesthetic detriment to the CBD. It cannot be seen from anywhere except the Farmers' Market. It will be built to normal construction standards and will not be a hazard in the wind. It will be a pole structure with a roof that is attached to the accessory building. The building is anchored and it will be skirted.
- It is up to Planning Commission to determine if this is an amendment they approve of to the special use that has already been granted.

Madame Chair Stockton invited Ms. Holland forward to speak regarding her request. Ms. Holland indicated that she had no additional comments at this

time.

Planning Commission Member Hall advised that he appreciates the work that Ms. Holland has done on the property to date. The rehab of the property has been neatly done, and it has added to the street. He hopes the changes will match in color and structure to what is there. He also wants to make sure the building is skirted. The only thing he worries about is the slope of the area and where the water runoff will go, and he wonders if a retaining wall is necessary to help with the runoff.

The Assistant Town Manager addressed the runoff concern, advising that this addition will not add a great deal to the impervious area because it is graveled now. It may speed up the runoff but should not add to it. This is something the Town can keep an eye on to make sure it is not a problem for the downstream neighbor.

**Verdella Holland**, of 50 Warren Street, came forward to address the runoff concern. She advised that she already placed a retaining wall behind the shed because there was already a lot of water coming off the hill to start with. She put this wall up so the water will be directed into the rocks on the side of the driveway. The water from the roof will be directed into a gutter. There was much more water coming through there before she built her building.

*(Let the record show there was no one else present in the audience to speak regarding Ms. Holland's request.)*

Madame Chair Stockton asked for any additional questions or comments from Planning Commission members, and being none, she entertained a motion.

- Motion was made by Planning Commission Tiggie that Planning Commission recommend to Town Council the approval of the special use permit for Verdella Holland at 50 Warren Street, Tax Map & Parcel Number 2070057800, with motion 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.

Let the record show that Madame Chair Stockton reconvened the meeting back into regular session.

## **OLD BUSINESS**

### ***(1) Planner Search***

The Assistant Town Manager advised that a job offer has been made and accepted by a new planner. The new planner is still going through all of the pre-employment screenings and until that is finalized his name will not be divulged. He will be introduced at the next meeting. Staff is very excited about the prospect of this particular planner joining the staff. He brings a lot of enthusiasm and energy. He is young but has a wealth of knowledge gained from both his education and his internships. His projected start date is June 20. He has been spending his time getting accustomed to the community and is described as an excellent generalist, someone who does not specialize in any particular field. He has great education, and experience in GIS, and is also enthusiastic about code enforcement, erosion and sediment control, and site plan review.

### ***(2) Planning Commissioner Appointments***

The Assistant Town Manager congratulated the Planning Commission members who were up for re-appointment. He advised they will be receiving letters soon, and will also need to take an oath of office with the Franklin County Clerk of Circuit Court.

### ***(3) Blue Book Update***

The Assistant Town Manager advised that it is grass growing season and staff has not had nearly enough time to complete the Blue Book updates, due to the amount of time spent drafting letters to people who do not mow their yards. Staff should be able to bring the Blue Book back in August.

## **NEW BUSINESS**

### ***(1) Discussion of July Meeting***

Madame Chair Stockton advised that she will be out of town during the regularly scheduled July meeting and asked what Planning Commission would like to do regarding the meeting.

The Assistant Town Manager advised that there currently are no public hearings

scheduled for the month of July and if Planning Commission wishes they may choose to cancel the July meeting. It was the consensus of Planning Commission that the July meeting would be cancelled if no public hearings arise.

**COMMISSIONER CONCERNS**

There was a brief discussion regarding the ongoing Uptown Revitalization improvements.

**ADJOURNMENT**

At 6:23 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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