

TOWN OF ROCKY MOUNT
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PLANNING COMMISSION
JANET STOCKTON, CHAIR
JOHN SPEIDEL, VICE CHAIR

BUD BLANCHARD JERRY W. GREER, SR.
INA CLEMENTS DERWIN HALL
JOHN TIGGLE

MATTHEW C. HANKINS
*Assistant Town Manager &
Community Development Director*

PLANNING COMMISSION AGENDA
TUESDAY APRIL 2, 2019
6:00 P.M.

COUNCIL CHAMBERS, ROCKY MOUNT MUNICIPAL BUILDING
345 DONALD AVENUE, ROCKY MOUNT, VIRGINIA

Call to Order and Welcome

- I. Roll Call of Members Present
- II. Approval of Agenda
- III. Review and Consideration of Minutes
 - a. March 5, 2019-Regular Meeting Minutes
- IV. Public Hearing
 - a. The proposed 5-Year Capital Improvement Plan (CIP) for the fiscal period beginning July 1, 2019 and concluding on June 30, 2024. The Town's 5-Year 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.
 - i. Staff Comments
 - ii. Public Comments
- V. New Business -None at this time
- VI. Old Business- None at this time
- VII. Commissioner Concerns
- VIII. Staff Updates
- IX. Adjournment

**TOWN OF ROCKY MOUNT
PLANNING COMMISSION
REGULAR MEETING MINUTES
March 5, 2019
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 March 5, 2019, for its regular monthly meeting with Madame Chair Janet Stockton presiding.

Commission Members Present:

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

Staff Members Present:

- Assistant Town Manager Matthew Hankins
- Town Planner Jessica Heckman
- Planning Commission Clerk Cherie Compton

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve agenda as presented

Motion By: Member Ina Clements

Second: Member John Tiggle

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:

February 5, 2019- Regular Meeting Minutes

Additions or Corrections: None

Motion: To approve minutes as presented

Motion By: Member Ina Clements

Second: Member Bud Blanchard

Action: Approved by unanimous vote of members present

New Business

Tent/Storage

Town Planner Jessica Heckman presented Planning Commission with information in regards to the tents/ fabric storage buildings how they are constructed and what we are seeing them used for. Matthew Hankins added that if someone came in for a permit to construct one a permit would not be allowed since it is not a permanent structure. An open discussion ensued and Planning Commission members agreed they are not a permitted use and should not be allowed.

Chickens

Matthew Hankins advised members of a complaint received on School Board Road involving chickens at a residence. He further noted that the property in question is allowed to raise chickens as a non-conforming use because they were raising chickens prior to the boundary annexation and the use has continued. He reminded the commission that as long as the use does not discontinue for a period of two years, the use may continue. Staff suggested that the commission revisit the idea of a chicken ordinance in Town limits. Planner Jessica Heckman presented the commission with chicken ordinance examples from neighboring localities. After discussing different possibilities, commission members decided to take no action at this time and continue with the current ordinance only allowing chickens in Residential Agricultural properties.

Outdoor Event Application

Member Derwin Hall presented staff and commission members with an example of an outdoor event application that he felt would benefit the town for events and festivals. Members discussed the forms, and Chair Janet Stockton requested staff find a few more examples to compare. Members suggested a work session later in the year to continue development of an outdoor event application.

Inoperable Vehicles

Matthew Hankins spoke about the documents that were presented in packet on Inoperable Vehicles that will be discussed at the next Town Council meeting for input from members of the Planning Commission. An open discussion ensued.

Old Business

Planning Commission was presented with a final Annual Report for 2018 they agreed with what was presented and to pass on to Town Council.

Commissioner Concerns

Planning Commission member Bud Blanchard asked about the damage to the Artisan Center on Franklin Street. Matthew Hankins gave an update that permit has been issued and dates and time for road closure for the repairs to begin.

Staff Updates:

Matthew Hankins updated the commission on O'Reilly Auto Parts, he also provided an update on the industrial expansion on Weaver Street, and site plans for the Franklin County Animal Shelter.

Matthew Hankins informed John Speidel, Ina Clements, Derwin Hall, and John Tiggle that they are up for reappointments and need to inform staff if they wish to continue serving as members

Jessica Heckman gave an update that Elite Ironworks has begun fabrication of the Love Works sign.

With no further discussion, a motion was made to adjourn.

ADJOURNMENT

Motion to Adjourn By: Vice Chairman John Speidel

Second: Member Ina Clements

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:56 p.m.

Janet Stockton, Chairman

ATTEST:

Cherie Q. Compton, Clerk

TOWN OF ROCKY MOUNT			
5 YEAR CAPITAL IMPROVEMENT PLAN			
FY 20 - 24			
Project / Purchase:		FY 20 By Depts.	FY 20 Proposed
GENERAL FUND PROJECTS:			
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:			
Mgr - replace 2004 Ford Explorer			
Mgr - replace 2011 Impala			
Com Dev - replace 2007 GMC Yukon			
TOTAL ADMINISTRATIVE DEPARTMENTS		-	-
PUBLIC SAFETY:			
Police - replace in car camera & video (\$7,000/car;2/year)		14,000	14,000
Police - replace mobile data terminal (\$3,000/car; 3/year)		9,000	9,000
Police - Ford F-150 4x4 for patrol		47,090	47,090
Police - enclosed 8.5x20 trailer for Command Post		29,500	29,500
Police - replace 2 Explorer at \$44,000/car every 2 years		-	
Police - replace K-9 officer (replace Rousey)		10,000	10,000
Fire - jaws of life (extrication)		10,000	
Fire - replace 1993 Pierce fire engine (may get grant funding)			
Fire - replace SCBA bottles (7)		7,000	7,000
Fire - replace 2 thermal imaging cameras			
Fire - replace Cascade Air System (may get grant funding)			
Fire - replace 1996 Freightliner fire engine			
Fire - replace 1995 Chevy Suburban (quick response vehicle)			
Fire - replace Utility 1A			
TOTAL PUBLIC SAFETY		126,590	116,590
PUBLIC WORKS:			
Pub Works - sidewalk maintenance (year 4)		40,000	40,000
Pub Works - manhole leveling system			
Com Dev - street lighting Floyd Ave -- decorative poles		65,000	
Pub Works - replace pick-up		45,000	45,000
Pub Works - replace pick-up		45,000	
Pub Works - replace 1999 Ford tractor & equipment		53,000	
PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)		183,000	91,500
Pub Works - replace 1995 Ford tandem dump truck		150,000	
Pub Works - gator 4 x 4		16,700	
Pub Works - asphalt roller		32,000	
Pub Works - replace 1997 Ford single axle dump truck			
Pub Works - replace 1999 John Deere loader 444			
Pub Works - replace 2006 John Deere backhoe 310			
Pub Works - replace 2002 GMC pick-up			
Pub Works - replace 2003 Ford pick-up			
Pub Works - replace lawn mowers			
Pub Works - replace 2006 Ford pick-up			
Pub Works - replace 1999 Ford bucket truck			
Pub Works - replace 2003 John Deere backhoe 710			
Pub Works - replace 1999 NH skid loader			
Pub Works - replace 2007 Dodge pick-up			
Pub Works - replace Jet Truck			
Pub Works - replace pick-up			
Pub Works - replace 2002 GMC dump truck			
Pub Works - replace street sweeper			
TOTAL PUBLIC WORKS		629,700	176,500

TOWN OF ROCKY MOUNT			
5 YEAR CAPITAL IMPROVEMENT PLAN			
FY 20 - 24			
Project / Purchase:		FY 20 By Depts.	FY 20 Proposed
BUILDINGS AND GROUNDS:			
Municipal Bldg - replace fascia & guttering (choice #1)		110,000	
Municipal Bldg - gutter replacement only (choice #2)		35,000	35,000
Municipal Bldg - replace HVAC			
Harvester - replace seating			
PW Bldg - add 2 stalls on pole shed		35,000	
Pub Works - replace fuel pumps		8,700	
ES Bldg - replace fuel pumps		8,700	
Pub Works - upgrade fuel master software		11,000	
ES Bldg - upgrade fuel master software		11,000	
Pub Works - fuel canopy and lights		50,000	
ES Bldg - fuel canopy and lights		50,000	
Parks - replace Mary Elizabeth Park bathroom		60,000	
Parks - replace tables, trash cans, grills		15,000	
Parks - Celeste development phase 3 of 5 (\$5,245 donations)			
Parks - new trail development (may get grant funding)			
Farmers Market - LED sign (at clock tower)		40,000	
Traffic Signal replacement (McDonalds)		450,000	450,000
Streets - wayfinding signage Stage II			
Curb & Gutter - Bernard Rd. drainage		-	
TOTAL BUILDINGS AND GROUNDS		884,400	485,000
ECONOMIC DEVELOPMENT:			
Economic Development Authority contribution			
WPPD - 220/40 realignment (Town cost)			
TOTAL ECONOMIC DEVELOPMENT		-	-
TOTAL GENERAL FUND PROJECTS		1,640,690	778,090

TOWN OF ROCKY MOUNT				
5 YEAR CAPITAL IMPROVEMENT PLAN				
FY 20 - 24				
Project / Purchase:			FY 20 By Depts.	FY 20 Proposed
UTILITY FUND PROJECTS:				
PUBLIC WORKS:				
	PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)		183,000	91,500
	TOTAL PUBLIC WORKS		183,000	91,500
WATER:				
	Water/PW - hydrant cleaning system		9,800	
	Water/PW-replace Ann Sink St. water and sewer lines		80,000	80,000
	Water/PW-replace N. Main St. 8" water line(Pendleton to Fergus		600,000	
	Water - refurbish old Grassy Hill tank		70,000	70,000
	Water - cell phone communication with pump stations		50,000	
	Water - Bald Knob valve replacement		10,000	
	WTP - replace 1995 GMC pick up truck and add snow blade		36,000	36,000
	WTP - washwater control valve (\$21,000 to repair)		60,000	
	WTP - generator		150,000	150,000
	WTP - storage building (store mowers)		7,500	
	WTP - replace raw water pump (2 of 2)			
	WTP - small tractor			
	WTP - replace basin valves			
	WTP - sludge collectors			
	WTP - filter sand replacement			
	WTP - lagoon clean out & repair			
	WTP - clean out Clearwell			
	WTP - repair #1 basin			
	TOTAL WATER		1,073,300	336,000
SEWER:				
	Sewer - replace #1 main pump station pump		50,000	50,000
	Sewer - replace #2 main pump station pump			
	Sewer/PW - slip line S. Main sewer line (E. Court to Lawndale)		190,000	190,000
	WWTP - rebuild belt filter press		50,000	
	WWTP - replace 1992 JD tractor		35,000	35,000
	WWTP - resurface clarifier outer rings			
	WWTP - replace UV Channel #2			
	WWTP - rebuild / replace 8 faulk gear drives			
	WWTP - replace climbing screen at WWTP			
	WWTP - replace 2 grit chambers at WWTP			
	WWTP - replace grit classifier at WWTP			
	TOTAL SEWER		325,000	275,000
	TOTAL UTILITY FUND PROJECTS		1,581,300	702,500
	TOTAL GENERAL AND UTILITY FUND PROJECTS		3,221,990	1,480,590
	FY 20 - FY 24 proposed			

TOWN OF ROCKY MOUNT							
5 YEAR CAPITAL IMPROVEMENT PLAN							
FY 20 - 24							
			FY 21	FY 22	FY 23	FY 24	5 YEAR
	Project / Purchase:		Proposed	Proposed	Proposed	Proposed	TOTAL
GENERAL FUND PROJECTS:							
ADMINISTRATION / COMMUNITY DEVELOPMENT / FINANCE:							
	Mgr - replace 2004 Ford Explorer		35,000				35,000
	Mgr - replace 2011 Impala			25,000			25,000
	Com Dev - replace 2007 GMC Yukon				35,000		35,000
	TOTAL ADMINISTRATIVE DEPARTMENT:		35,000	25,000	35,000	-	95,000
PUBLIC SAFETY:							
	Police - replace in car camera & video (\$7,000/car;2/year)		14,000	14,000	14,000	14,000	70,000
	Police - replace mobile data terminal (\$3,000/car; 3/year)		9,000	9,000	9,000	9,000	45,000
	Police - Ford F-150 4x4 for patrol						47,090
	Police - enclosed 8.5x20 trailer for Command Post						29,500
	Police - replace 2 Explorer at \$44,000/car every 2 years		88,000	88,000	88,000	88,000	352,000
	Police - replace K-9 officer (replace Rousey)			12,000			22,000
	Fire - jaws of life (extrication)		10,000				10,000
	Fire - replace 1993 Pierce fire engine (may get grant fundir		536,000				536,000
	Fire - replace SCBA bottles (7)		7,000	7,000	7,000	30,000	58,000
	Fire - replace 2 thermal imaging cameras		15,000				15,000
	Fire - replace Cascade Air System (may get grant funding)			130,000			130,000
	Fire - replace 1996 Freightliner fire engine				625,000		625,000
	Fire - replace 1995 Chevy Suburban (quick response vehic				45,000		45,000
	Fire - replace Utility 1A					300,000	300,000
	TOTAL PUBLIC SAFETY		679,000	260,000	788,000	441,000	2,284,590
PUBLIC WORKS:							
	Pub Works - sidewalk maintenance (year 4)						40,000
	Pub Works - manhole leveling system		10,000				10,000
	Com Dev - street lighting Floyd Ave -- decorative poles		65,000				65,000
	Pub Works - replace pick-up						45,000
	Pub Works - replace pick-up		45,000				45,000
	Pub Works - replace 1999 Ford tractor & equipment		53,000				53,000
	PW-replace 1989 J.D.loader 544 & equip (1/2 gen 1/2 util)						91,500
	Pub Works - replace 1995 Ford tandem dump truck		150,000				150,000
	Pub Works - gator 4 x 4		16,700				16,700
	Pub Works - asphalt roller		32,000				32,000
	Pub Works - replace 1997 Ford single axle dump truck		135,000				135,000
	Pub Works - replace 1999 John Deere loader 444		150,000				150,000
	Pub Works - replace 2006 John Deere backhoe 310		120,000				120,000
	Pub Works - replace 2002 GMC pick-up		60,000				60,000
	Pub Works - replace 2003 Ford pick-up		45,000				45,000
	Pub Works - replace lawn mowers		35,000				35,000
	Pub Works - replace 2006 Ford pick-up			55,000			55,000
	Pub Works - replace 1999 Ford bucket truck			175,000			175,000
	Pub Works - replace 2003 John Deere backhoe 710			200,000			200,000
	Pub Works - replace 1999 NH skid loader			80,000			80,000
	Pub Works - replace 2007 Dodge pick-up				45,000		45,000
	Pub Works - replace Jet Truck				300,000		300,000
	Pub Works - replace pick-up					55,000	55,000
	Pub Works - replace 2002 GMC dump truck					135,000	135,000
	Pub Works - replace street sweeper					200,000	200,000
	TOTAL PUBLIC WORKS		916,700	510,000	345,000	390,000	2,338,200

TOWN OF ROCKY MOUNT							
5 YEAR CAPITAL IMPROVEMENT PLAN							
FY 20 - 24							
			FY 21	FY 22	FY 23	FY 24	5 YEAR
	Project / Purchase:		Proposed	Proposed	Proposed	Proposed	TOTAL
BUILDINGS AND GROUNDS:							
	Municipal Bldg - replace fascia & guttering (choice #1)		75,000				75,000
	Municipal Bldg - gutter replacement only (choice #2)						35,000
	Municipal Bldg - replace HVAC		65,000				65,000
	Harvester - replace seating		22,500				22,500
	PW Bldg - add 2 stalls on pole shed		35,000				35,000
	Pub Works - replace fuel pumps		8,700				8,700
	ES Bldg - replace fuel pumps		8,700				8,700
	Pub Works - upgrade fuel master software		11,000				11,000
	ES Bldg - upgrade fuel master software		11,000				11,000
	Pub Works - fuel canopy and lights		50,000				50,000
	ES Bldg - fuel canopy and lights		50,000				50,000
	Parks - replace Mary Elizabeth Park bathroom		60,000				60,000
	Parks - replace tables, trash cans, grills		15,000				15,000
	Parks - Celeste development phase 3 of 5 (\$5,245 donation)		5,000				5,000
	Parks - new trail development (may get grant funding)		50,000				50,000
	Farmers Market - LED sign (at clock tower)		40,000				40,000
	Traffic Signal replacement (McDonalds)						450,000
	Streets - wayfinding signage Stage II		95,000				95,000
	Curb & Gutter - Bernard Rd. drainage		-	-	-	-	-
	TOTAL BUILDINGS AND GROUNDS		601,900	-	-	-	1,086,900
ECONOMIC DEVELOPMENT:							
	Economic Development Authority contribution		200,000	200,000			400,000
	WPPD - 220/40 realignment (Town cost)				80,000	80,000	160,000
	TOTAL ECONOMIC DEVELOPMENT		200,000	200,000	80,000	80,000	560,000
	TOTAL GENERAL FUND PROJECTS		2,432,600	995,000	1,248,000	911,000	6,364,690

