

**TOWN OF ROCKY MOUNT
PLANNING COMMISSION
REGULAR MEETING MINUTES
MARCH 4, 2020
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 4, 2020, for its regular monthly meeting with Madame Chair Janet Stockton presiding.

Commission Members Present:

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

Staff Members Present:

- Town Planner, Jessica H. Heckman
- Planning Commission Clerk, Cherie Compton
- Assistant Town Manager, Matthew Hankins
- Cultural & Economic Development Director, Beth Simms

APPROVAL OF AGENDA

Additions or Corrections: There were no corrections

Motion: To approve the agenda

Motion By: Commission Member Ina Clements

Second: Vice Chairman, John Speidel

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 4, 2020- Regular Meeting Minutes

Additions or Corrections: None

Motion: To approve minutes as presented

Motion By: Commission Member John Tiggle

Second: Commission Member Bud Blanchard

Action: Approved by unanimous vote of members present

NEW BUSINESS

None at this time.

OLD BUSINESS

Small Business Open House

Town Planner Jessica Heckman introduced new staff member Beth Simms and discussed further details on the proposed small business open house. Heckman discussed a format that would include the Town giving a brief presentation to participating businesses informing them of the vision the Town has, how we hope to get there and how the Town's businesses can help. The session will also ask business owners for input for areas of concern or improvement. After the session, Heckman suggested allowing each business to schedule a more individual session to discuss their needs and concerns and how the Town might be able to provide assistance. Heckman further discussed holding the event at the Harvester Performance Center, she suggested we push the date back to May to allow town staff to plan a hospitable event and get the word out. Members discussed details and expressed the desire to move forward as presented.

Comprehensive Plan Review

Planner Jessica Heckman presented members with a report indicating strategies in the comprehensive plan that have been implemented or are being implemented. She further noted she wanted the Commission to have an idea of what was being worked on or has been achieved within the past year. She noted the list did not include Public facilities or environmental strategies. Commission members commented they like the report and would like to receive an updated report every six months. Chair Janet Stockton asked members to review and contact staff with questions.

Lighting Update

Planner Jessica Heckman gave a brief update on the street lighting updates brought up at the previous meeting by member Clements. She indicated staff would be identifying areas of concern and will meet with AEP on March 10 on steps to take moving forward. Matt Hankins informed the commission that there are several options that the town can choose, selection will depend on location and budget because they are more expensive. An open discussion ensued. Staff indicated they would have an update at the next meeting.

COMMISSIONER CONCERNS

John Speidel asked Matt Hankins to give an explanation to of the new position of Cultural and Economic Development director. Matt gave a brief description of the new position, gave a more thorough introduction of Beth Simms, and discussed how he felt her addition would benefit the Town.

Commission Member Ina Clements asked staff about the status of the old car lot located at the end of Franklin Heights, Planner Jessica Heckman indicated that staff had sent a zoning violation letter and will follow through as code allows.

Member Clements asked if the Town was still going to add art on storm drains throughout town. Mrs. Heckman advised there are plans to add storm drains in the spring. Mr. Hankins advised, due to budget constraints the town would likely focus on storm drains in the spring and will add a mural after July.

STAFF UPDATES

Mrs. Heckman informed members of a new agenda software management program and asked members to contact Cherie Compton to schedule a time to bring their devices in to have software installed and be trained on it.

Matt Hankins gave members an update of the Old Fort Road issue. He advised Town Council suggested Planning Commission hold a public session to allow public input on potential solutions. An open discussion ensued.

BUSINESS FOR UPCOMING MONTHS

Public input sessions for Old Fort Road.

Hearing no further comments, Chair Stockton asked for a motion to adjourn.

ADJOURNMENT

Motion to Adjourn By: Commission Member Jerry Greer

Second: Vice Chairman John Speidel

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:47 p.m.

Janet Stockton, Chairman

ATTEST:

Cherie Q. Compton, Clerk