

MOUNT JACKSON
PLANNING COMMISSION
REGULAR MEETING

June 6, 2016

Chairperson Good called the meeting to order at 7:00 p.m. In attendance were Mses. Diehl, Ludwig and A. Miller and Messrs. Bowyer, Hackenbracht and Hand. Town Manager Kevin Fauber and Town Clerk Heather Taylor were present. Visitors included Maggie Costello and Brian Phipps from People Inc., Councilman Donnie Pifer, and Robert Whitehurst.

ADDITIONS/DELETIONS/CHANGES TO AGENDA: Kevin Fauber recommended that the representatives from People, Inc. be moved up in the agenda because of their travel distance back to Abingdon, VA. They will present directly after the Previous Meeting minutes. It is also necessary to set a date for the July meeting which currently falls on July 4, 2016. Chairperson Good would like to call for a Closed Hearing after New Business before Old Business.

Minutes: Commissioner Hand MOVED, seconded by Commissioner Miller, to APPROVE the minutes from May 2, 2016, Regular Meeting.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Bowyer	None	None
“ Diehl		
“ Hackenbracht		
“ Hand		
“ Ludwig		
“ A. Miller		

6 AYE, motion carried

NEW BUSINESS:

Item 1.Motion made by Commissioner Hackenbracht to move the July 4, 2016 Regular meeting to the following Monday, July 11, 2016, seconded by Commissioner A. Miller.

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Bowyer	None	None
“ Diehl		
“ Hackenbracht		
“ Hand		
“ Ludwig		
“ A.Miller		

6 AYE, motion carried

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Item2. People Inc. has approached the town about a project on the north side of town. Brian Phipps and Maggie Costello, representatives from People Inc., are presenting the information to the Planning Commission. No application has been received at this time. This property will have to be rezoned from R-1 to R-3 and a Special Use permit will be required. People Inc. is a community-action agency. Originally started in 1964 through the Johnson Administration, this organization was set up to offer safe and affordable housing for low income senior citizens. Annual income must not exceed \$25K, (family of 2), and at least one individual in the household must be 62 yrs. old or older. Rent would be subsidized by HUD. Seventeen counties are served by People Inc. throughout the state of Virginia. Case management services are available but this is not assisted living where a medical facility would be on site. The building will be brick, 1 level approximately 6500 sf. Each unit is 540 sf, 11 units total, each with 1 bedroom. This property will be owned by HUD after construction is completed. People Inc. is the sponsor. The property is staffed by a property manager, housekeeping is provided and this will have a community room. This property is contracted and funded through HUD. This is a time sensitive project which needs to be completed by September of 2017 to have access to the already approved funds. Chairman Good asked if the parking could be placed behind the building rather than in front and it was mentioned that this property is prone to flooding. Mr. Phipps said he was aware of this. Residents do not need to be County residents to reside here. Kevin Fauber requested a clear site plan from People Inc. before this project is presented in a Public Hearing. It would be best to have everything in order for August. This will be placed on the July agenda to set a date for an August hearing.

Commissioner Hand made a motion, seconded by Commissioner Ludwig to convene to a closed session for personnel matters:

I move that the Planning Commission of the Town of Mount Jackson convene a closed meeting under the Virginia Freedom of Information Act in order to discuss personnel involving specific officers, appointees or employees of the Town of Mt. Jackson for the purpose of considering such individuals' assignment, appointment, promotion, performance, demotion, salary, disciplining or resignations under Virginia Code §2.2-3711 (A)(1).

VOTE:

<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Commissioner Bowyer	None	None
“ Diehl		
“ Hackenbracht		
“ Hand		
“ Ludwig		
“ A.Miller		

6 AYE, motion carried

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No vote to come out of closed session took place.

Chairman Good read the following:

The Planning Commission of the Town of Mt. Jackson hereby certifies by roll call vote, that to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Commission of the Town of Mt. Jackson.

VOTE:

AYE

Commissioner Bowyer	I so certify
“ Diehl	“
“ Hackenbracht	“
“ Hand	“
“ Ludwig	“
“ A.Miller	“
Chairman Good	“

7 AYE, motion carried

Robert Whitehurst went to the Virginia Business Ready Sites Program meeting recently. This program may help fund projects in the state similar to Mr. Whitehurst's. It was mentioned that the inventory for available acreage over 250 acres is low in the state. "There's a good chance", Mr. Whitehurst said, "we could get funding because there are so few sites this size", (over 650 acres).

Commissioner Hand will be stepping down as Commissioner effective this month. His house sold and he and his wife will be relocating. Chairman Good commented on all of the hard work that Commissioner Hand has done during his time with the town and how much it has been appreciated.

OLD BUSINESS: Comprehensive Plan Revision Update- Chairman Good stated she was seeking feedback from the Commissioners on the Industrial Development Guidelines. She included in her statement that being ready with by rights in place, it's one of the first things we can do to be ready. Commissioner Diehl made the recommendation to list what is needed for each of the three categories for industrial, I-1, I-2 and I-3. "This is what you need as a business for I-1. This is what you need for a business for I-2, etc." The by rights would be listed separately for each category so the information was made very clear. Commissioner Hand commented that a decorative roof line for an I-3 business doesn't make sense. It would scare some businesses away. A roof line for that type of industry would need to be highly functional and straight across, not decorative.

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In regard to page 3.17, Designated Industrial Zoning-By right uses, Commissioner Hackenbracht stated that the *Uses* need more clarification and the terms need to be identified first.

Some of the updates to date from the Focus Group:

- Page 3.13 Roofs-No decorative roof line for I-3.
- Page 3.14 #8 Landscape planters, 1 every 5 parking stalls instead of every 10
- #9 Remove
- Page 3.15 #10 Remove
- Page 3.16 Walls and fences-“All of this will be reviewed.”
- Page 3.18 Industrial General (I-2).
 - 1st ¶ They are not located adjacent to **agricultural** or residential zoning.
 - c) **including** motorcycles and recreational vehicles
 - g) sales of **horticultural** products
 - h) Distribution Center **50 acres or 500 sf for I-2**
 - 2nd ¶ I-3 businesses may not be adjacent to **agricultural** or residential zoning.

Chairman Good requested that the Commissioners give her feedback on the guidelines and asked them to send emails to her with ideas.

ACTIONS OF THE BOARD OF ZONING APPEALS- None

REPORT ON TOWN COUNCIL ITEMS-Commissioner Hackenbracht reported that the sidewalk bids went out. The town has applied for more money for the project around Sheetz and Avondale Acres. Some of these have passed. The wastewater treatment plant project is still in the hands of the Health Dept. The town council wants to take its time in regard to the Old Triplett School. They want to get the facts and costs for the citizens and find out what the citizens want.

ZONING ADMINISTRATIVE REPORT- None

BOARD MEMBER'S ITEMS- None

Commissioner Diehl made a motion to adjourn at 9:17 p.m.

Submitted by:

Heather Taylor, Town Clerk

