

Mount Jackson
Planning Commission Meeting
January 8, 2024
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Regular Meeting

Chairman Larry Ambrose called the meeting to order at 7:00 PM in the council chambers at 5901 Main Street. Commissioners Evelyn Burner, Karen Costie, Jim Hines and Anita Miller were in attendance. Also present were Olivia Hilton, Town Manager; and Barbara Riggelman, Town Clerk. Brent Johnson with the Northern Virginia Daily was a visitor.

Agenda Additions/Deletions/Changes: None

Introduction of Guests: Brent Johnson introduced himself as working with the Northern Virginia Daily.

Hear from Visitors: None

Approval of the Previous Meeting Minutes – Commissioner Burner MOVED, seconded by Commissioner Miller to APPROVE the Minutes of September 11, 2023 Regular Meeting. All members present signified approval by saying AYE; motion carried unanimously.

Old Business: None

New Business:

1. Planning Commission 2024 Organization

Commissioner Burner MOVED, seconded by Commissioner Miller to APPROVE Larry Ambrose as Chairman of the Planning Commission for the 2024 term. All members present signified approval by saying AYE; motion carried unanimously.

Commissioner Burner MOVED, seconded by Commissioner Costie to APPROVE Anita Miller as Vice-Chairman of the Planning Commission for the 2024 term. All members present signified approval by saying AYE; motion carried unanimously.

Chairman Ambrose MOVED, seconded by Commissioner Burner to APPROVE Barbara Riggelman as Secretary of the Planning Commission for the 2024 term. All members present signified approval by saying AYE; motion carried unanimously.

2. SU-23-05: Used Car Lot – Dale Ruby & Rebecca Holliday, Applicants

Chairman Ambrose stated that the subject property is a lot on the northern side of town. This property, for another use, had come before the Planning Commission about a year and half ago and there were complaints made from the residents of Avondale Acres regarding flooding issues. The lot had flooded and subsequently flooded Mr. Minnick's land, as well as the people of Avondale Acres according to statements made. Commissioner Hines inquired if there is a drain under the road, to which Chairman Ambrose stated that there was none and the State had said that they would not address this problem. Ms. Hilton stated that there are a few things that the applicants have not filled out yet; they do not want to put funding into the application if it would not be approved moving forward. Tonight's request was for a preliminary introduction to see if the request would be approved.

Commissioner Hines spoke regarding the flooding on the lot. Chairman Ambrose stated that this property has been turned down previously with no changes. Commissioner Hines stated that if some drainage issues had

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been addressed, this would make for a different conversation. Chairman Ambrose agreed with this statement and stated that nothing has been changed to his knowledge. Commissioner Miller inquired if the property could be changed. Chairman Ambrose stated that if he remembered correctly, when Mark Pangle was presenting the subject property, Mr. Pangle had stated that he had contacted the State and the State had no plans to do anything to address the problem. Commissioner Burner stated that with a used car lot, it would need to be paved which would add to the issue. Chairman Ambrose agreed that it would need to be paved and/or gravel.

Ms. Hilton stated that the Commission could state that approval could be given if certain conditions were to be met. One thing to consider would be the location itself for the potential business. If the Commission were open to the business, then ideas could be made to make the location usable. Commissioner Burner stated that the applicants would need to come up with a solution to the issues before the Commission would consider it. Discussion ensued on the drainage issues.

Commissioner Hines inquired if the immediate neighbor has been informed about the application. Ms. Riggelman stated that the meeting tonight was a preliminary introduction and it hasn't gotten to that stage of the process. Ms. Hilton stated that an SUP would automatically move forward with a public hearing once approved by the Planning Commission, at which point adjacent landowners would be notified. Ms. Riggelman added that the public hearing would also be advertised in the newspaper.

Commissioner Burner MOVED, seconded by Commissioner Costie to DENY SU-23-05 as submitted until the drainage issues can be addressed and a solution offered. All members present signified agreement by saying AYE; motion carried unanimously.

Discussion ensued on next steps for Staff regarding the drainage issues and past drainage issues.

** Note: Jim Hines called the Town Office on January 9, 2024 following the Planning Commission Meeting to report that there is current drainage on the northern end and with the recent rain storm, the subject lot is a pond.*

3. Upcoming Meeting Dates

Ms. Hilton stated there will be a meeting with LPDA regarding the Master Park Plan design, connectivity plan, and acreage behind the old Triplett School on January 25, 2024 in the morning. Ms. Hilton encouraged Planning Commission members to attend and shared two conceptual designs submitted by LPDA. Ms. Hilton stated that LPDA will be onsite at the meeting to get feedback on the designs and the greenspaces in town. Ms. Hilton stated that she would be in touch once a time for the meeting has been scheduled.

Ms. Hilton stated that on January 23, 2024, Council will be having a work session, specifically focused on ordinance. Topics will include any recommended changes to ordinances. Ms. Hilton stated that the Planning Commission members are welcome to attend this meeting as well. The work session will be at 6:00 PM. The Ordinance Committee will have a meeting at 5:30 PM on January 9, 2024, prior to the Council meeting to gather ideas, including modular homes, junk in yards, loose animals, and tall grass fines.

Board of Zoning Appeals Report: None

Town Council Items: Ms. Burner stated that Council has met regarding the park and would encourage input.

Zoning Administrator Report: Ms. Hilton reported she has been working on filing and cleaning in former Town Manager Neil Showalter's office. The goal is to get zoning permits into a digital format and have a better

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system for hard copies. Ms. Hilton stated that the only zoning permit that has been submitted is for an addition/accessory building at South End Grocery. They would like to have an open air pavilion connected to the restaurant side of the building. Ms. Burner inquired if this would be where the picnic tables are located, to which Ms. Hilton answered affirmatively. Chairman Ambrose inquired if this would need to be brought before the Planning Commission. Ms. Hilton stated that it would not.

Board Member's Items: Chairman Ambrose stated that the house behind the South End Grocery building was approved as storage only and that he has received reports of it being used as a dwelling. Chairman Ambrose asked Ms. Hilton to look into this matter.

Commissioner Hines inquired about the water survey that was included in a previous water billing and asked if the survey had been completed. Ms. Riggleman answered that a survey was done and water tested was found to be within normal limits. Commissioner Hines stated that when the water storage tank was being discussed, it was mentioned that there were 3 leaks and inquired if these had been fixed. Ms. Hilton answered that these were small leaks and they have already been patched. Ms. Hilton addressed the water survey stating that the first round of testing was for 10 homes and going forward, Public Utilities is hoping to survey 20 homes, so they would be circling back with surveys that had been submitted.

Chairman Ambrose stated that the water quality is tested periodically and inquired if that term was yearly or every 6 months. Ms. Riggleman stated that in March/April the yearly Water Quality Report will be included in the water bills. The report can also be found on the town's website. Ms. Hilton added that this information is required to be posted on the website. Ms. Riggleman stated that copies can also be obtained at the Town Office.

Commissioner Miller made a motion, seconded by Commissioner Burner, to adjourn the meeting at 7:22 PM.

Submitted by: Barbara M. Riggleman, Town Clerk