

**TOWN OF ROCKY MOUNT  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
April 5, 2022  
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 April 5, 2022, for its regular monthly meeting with Madame Chair Janet Stockton presiding.

Commission Members Present:

- Chair, Janet Stockton
- Member Bud Blanchard
- Member Ina Clements
- Member John Tiggle
- Member Jerry Greer @ 6:18pm
- Vice Chairman, Johns Speidel via phone

Staff Members Present:

- Town Planner/Planning & Zoning Administrator, Jessica H. Heckman
- Planning Commission Clerk, Cherie Compton
- Town Attorney, John Boitnott
- Assistant Town Manager Mark Moore
- Assistant Finance Director, Amy Gordon
- Part Time CPA, Vincent Copenhaver

**PUBLIC COMMENT**

None at this time

**APPROVAL OF AGENDA**

Additions or Corrections: None

Motion: To approve the agenda as presented

Motion By: Member Ina Clements

Second: Member Bud Blanchard

Action: Approved by a unanimous vote of members present

**REVIEW AND CONSIDERATION OF MINUTES**

Let the record show that prior to the meeting, the Planning Commission received the following draft minutes for review and consideration of approval:

**January 4, 2021- Regular Meeting Minutes**

Additions or Corrections: None

Motion: To approve as presented

Motion By: Member John Tiggle

Second: Member Bud Blanchard

Action: Approved by unanimous vote of members present

## **PUBLIC HEARINGS**

### **5 Year Capital Improvement Plan**

Assistant Town Manager Mark Moore presented the Capital Improvement Plan and asked the Commission if they had any questions. He discussed the adjustments to ARPA projects Chair Janet Stockton asked if there was a time frame that the ARPA funds had to be used by. Mr. Moore stated that the 2<sup>nd</sup> draw down on July 1 and there is a time frame and a reporting back for that money. Member Bud Blanchard asked what the Munis implementation was; Mr. Moore stated that it is the Financial Software that we use; Amy Gordon added that we started with that software around 2019. An open discussion ensued. Let the record show there were no comments from the public.

Motion: Recommend Town Council approve the Capital Improvement Plan as presented by staff.

Motion By: Member Bud Blanchard

Second: Member John Tiggle

Action: Approved by unanimous vote of members present

### **Proposed amendment to Town Zoning Ordinance- Utility Trailers**

Zoning Administrator Jessica Heckman presented the proposed amendment to Town Zoning Ordinance. In August of last year the ordinance review committee met reviewed and proposed amendments to off street parking and commercial vehicles. A public hearing was held in November for Planning Commission and Town Council. Town Council approved the amendment but asked that the ordinance be referred back to Planning for discussion as they felt it was too restrictive. In December Planning met and discussed but took no action at that time. A joint committee meeting was called with the Community and Economic Development Committee and the Zoning Ordinance Review Committee.

Abby Pinkard, 125 Riverview Street, Rocky Mount, VA, spoke during public comment and was opposed to the proposed amendment.

Ben Pinkard, 125 Riverview Street, Rocky Mount, VA, spoke during public comment and was opposed to the proposed amendment.

Motion: To table the vote on the proposed amendment until further research was done

Motion By: Member Ina Clements

Second: Member Bud Blanchard

Action: Approved by unanimous vote of members present

Chair, Janet Stockton asked the other members what the committees need to be reviewing. Member Ina Clements stated she would like more review of the utility trailers in general. Member Bud Blanchard asked to review the size of the trailers allowed in the proposed amendment, as he felt it was a bit excessive, and to clarify commercial or personal use, and address enforcement. An open discussion ensued. Chair, Janet Stockton asked for a roll call vote for those in favor of postponing the vote on the amendment.

Roll Call Vote:

Member Jerry Greer: Yes

Member John Tiggler: Yes

Member Ina Clements: Yes

Member Bud Blanchard: Yes

Chair Janet Stockton: Yes

**REPORT OF PLANNING & ZONING ADMINISTRATOR**

Zoning Administrator Jessica Heckman presented the Annual Report for 2021 for Planning Commission actions as well as Planning Action and three months of 2022 monthly reports. Mrs. Heckman also pointed out that in looking ahead there will need to be groups appointed for subdivision ordinance and the comprehensive plan review.

**REPORT OF COMMITTEES**

Chair, Janet Stockton stated that things that were discussed were ordinance for temporary uses, itinerant merchant and mobile food units. An open discussion ensued.

**OLD BUSINESS**

None at this time

**NEW BUSINESS**

None at this time

**WORKSESSION**

Jessica went over the agenda software Civic Clerk that will be used for the upcoming meetings. Staff helped with logging in on the tablets for Civic Clerk.

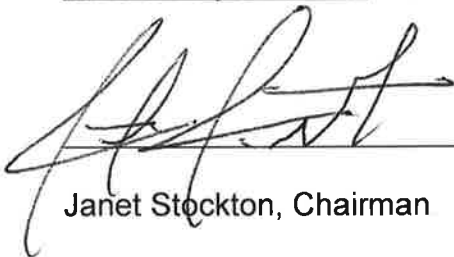
**ADJOURNMENT**

Motion to Adjourn By: Member Ina Clements

Second: Member Bud Blanchard

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:54 p.m.

  
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Janet Stockton, Chairman

**ATTEST:**

  
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Cherie Compton, Clerk