



PLANNING COMMISSION
REGULAR MEETING
AGENDA

October 4, 2022
6:00 PM

Council Chambers, Rocky Mount Municipal Building
345 Donald Avenue, Rocky Mount, Virginia

When speaking before Planning Commission, please come to the podium and give your name and address for the record. Please address the Planning Commission and not the audience. If you provide Planning Commission with any documentation, please also give a copy to the clerk prior to speaking.

1. Roll Call
2. Hearing of Citizens
3. Approval of Agenda
4. Approval of Draft Minutes
 - 4.1. July 5, 2022- Regular Meeting Minutes
5. Public Hearing (None)
6. Committee Reports (None)
7. Report of Planning & Zoning Administrator
8. Old Business
 - 8.1. Short Term Rental Discussion
9. New Business (None)
10. Adjournment

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

Commission Members Present:

- Chair, Janet Stockton
- Bill Ball
- John Tiggle
- Ina Clements
- Vice Chair, Bud Blanchard

Commission Members Absent:

- Member John Speidel (via conference phone)
- Member Will Waller

Staff Members Present:

- Town Planner/Planning & Zoning Administrator, Jessica H. Heckman
- Planning Commission Clerk, Cherie Compton
- Town Attorney, John Boitnott

Election of Officers:

Jessica Heckman asked for nominations for Planning Commission Chairman.

Motion: Nominate Janet Stockton as Chair

Motion By: Member John Tiggle

Second: Member Bud Blanchard

Motion: Nominations be closed

Motion By: Member Ina Clements

Second: Member Bud Blanchard

Action: Nominations closed by a unanimous vote of members present.

Action: Janet Stockton nominated as Chair for the next year by a unanimous vote of members present.

Janet Stockton asked for nominations for Planning Commission Vice Chair.

Motion: Nominate Bud Blanchard as Vice Chair

Motion By: Member John Tiggle

Second: Member Ina Clements

Motion: Nominations be closed

Motion By: Member Ina Clements

Second: Member John Tiggle

Action: Nominations closed by a unanimous vote of members present.

Action: Bud Blanchard nominated as Vice Chair for the year by a unanimous vote of members present.

HEARING OF CITIZENS

None at this time

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve the agenda as presented

Motion By: Member Ina Clements

Second: Vice Chair, 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:

June 7- Regular Meeting Minutes

Additions or Corrections: Correct minutes to indicate minutes were approved by majority as Bill Ball did not vote

Motion: To approve with the corrections noted

Motion By: Member John Tiggle

Second: Member Ina Clements

Action: Approved by unanimous vote of members present

PUBLIC HEARINGS

Zoning Administrator Jessica Heckman presented the proposed amendments to the Town's Zoning Ordinance relating to temporary uses including mobile food units and itinerant merchants. Chair Janet Stockton asked how many days a food truck can setup consecutively at a location; Jessica stated its allowed 3 days. Chair Stockton also asked about more than 3 trucks being setup on a location if it was a planned food truck rodeo or a special event. Ms. Heckman confirmed that was being reviewed and it will be clarified, noting examples would be special events such as Downtown Christmas and Independence Festival. Member Bill Ball asked about the amendment of the yard sales. Town Attorney John Boitnott stated that was a previous public hearing that this section of proposed amendments for temporary uses falls under the same Zoning Ordinance section. Ms. Heckman and Mr. Boitnott will clean up the verbiage about more than 3 mobile food units being located at one spot for special events. An open discussion ensued.

Motion: Recommendation of approval to Town Council for the proposed amendments as presented with the changes and review of more than 3 mobile food units at a lot for special events.

Motion By: Vice Chair Bud Blanchard

Second: Member Ina Clements

Action: Approved by a unanimous vote of members present

REPORT OF PLANNING & ZONING ADMINISTRATOR

Zoning Administrator Jessica Heckman discussed a Short Term Rental committee. Chair Janet Stockton requested it be discussed as a whole group with a work session to follow.

REPORT OF COMMITTEES

None at this time

OLD BUSINESS

None at this time

NEW BUSINESS

2023 Meeting Calendar

Town Planner Jessica Heckman presented the proposed Planning Commission meeting dates for 2023 for the Commission to review.

Motion: To approve Planning Commission dates as presented

Motion By: Member John Tiggle

Second: Member Ina Clements

Action: Approved by unanimous vote of members present

ADJOURNMENT

Motion to Adjourn By: Member Ina Clements

Second: Vice Chair Bud Blanchard

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:24 p.m.

Janet Stockton, Chairman

ATTEST:

Cherie Compton, Clerk