

**TOWN OF ROCKY MOUNT
PLANNING COMMISSION
REGULAR MEETING MINUTES
November 3, 2021
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 November 3, 2021, for its regular monthly meeting with Madame Chair Janet Stockton presiding.

Commission Members Present:

- Chair, Janet Stockton
- Member Bud Blanchard
- Member Ina Clements
- Member Derwin Hall
- Member John Tiggle
- 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

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:

October 5, 2021- Regular Meeting Minutes

Additions or Corrections: None

Motion: To approve as presented

Motion By: Member Bud Blanchard

Second: Member Ina Clements

Action: Approved by unanimous vote of members present

PUBLIC HEARINGS

Home Occupation

Zoning Administrator Jessica Heckman presented the members with proposed amendments for Home Occupation:

Replace Section F- "There shall be no sales in connection with such home occupation" with "No storage or display of goods shall be visible from outside the dwelling unit. In addition, no direct sales of products off display shelves or racks shall be permitted. However, orders made by telephone or at a sales party may be filled on the premises."

Hearing no comments from members or the public Chair Janet Stockton asked for a motion.

Motion: To recommend to council that the proposed amendments to the Home Occupation Ordinance be adopted.

Motion By: Member John Tiggle

Second: Member Ina Clements

Action: Approved by a unanimous vote of members present

Commercial Vehicles

Ms. Heckman presented the members with proposed amendments regarding commercial vehicles. The amendments included a change in the definition of a commercial truck, added definition of utility trailer, and amended Article 7 Off-street Parking Regulations section 7-1-3.

Member Derwin Hall asked about vehicles such as daily drivers given by the company that has the business name displayed on them. Ms. Heckman referred back to the last line of the definition that indicates these provisions do not apply to pick-up body type trucks, panel trucks, or vans.

An open discussion ensued.

Hearing no comments from members or the public Chair Janet Stockton asked for a motion.

Motion: To recommend to council that the proposed amendments to regarding commercial vehicles and Article 7-1-3 be adopted.

Motion By: Member Derwin Hall

Second: Member Tiggie

Action: Approved by a unanimous vote of members present

Subdivision plat for The Oaks at Rakes Tavern Section 3

Ms. Heckman discussed the submission for Section 3 of The Oaks at Rakes Tavern. She advised members of the memorandum of understanding between the Town and Fralin requiring \$805.00 for each lot, noting the full balance came due last year. She advised staff will be asking for the balance due. Ms. Heckman recommended requiring a schedule and some development of public open space based on the number of lots that have been built out. She further noted that public open space development is required to be done at the same rate as the housing under RPUD. Ms. Heckman further recommended that before any permits are issued for Phase 3 these items be completed to complete Phase 2.

Chair Janet Stockton asked about the total due for the memorandum. Ms. Heckman did not have an exact figure, but noted it was over \$100,000.00 based on the lots left.

Ms. Heckman stated that member John Speidel had asked about the second entrance to the development, she referred members to the plat and noted that the entrance would come from Wendover Drive when they get to that section of the development.

An open discussion ensued.

Hearing no comments from members or the public Chair Janet Stockton asked for a motion.

Motion: To accept the comments from the review by staff and Thompson and Litton and allow the Zoning Administrator to approve the final plat once comments are addressed.

Motion By: Member Bud Blanchard

Second: Member John Tiggie

Action: Approved by a majority vote of 5-1

Ayes: Stockton, Clements, Tiggie, Blanchard, Speidel

Nays: Hall

REPORT OF PLANNING & ZONING ADMINISTRATOR

Ms. Heckman provided the following updates:

- Junk in your Trunk and Blooming Deals have moved into the old J&J Fashion building downtown
- Root 40 Hair Co & All about Beauty are opening in Town
- Layman Financial is opening downtown
- Celeste Park trails are complete
- Connecting sidewalks from downtown to Celeste Park are almost complete

An open discussion ensued.

REPORT OF COMMITTEES

None at this time

UNFINISHED BUSINESS

None at this time

NEW BUSINESS

None at this time

ADJOURNMENT

Motion to Adjourn By: Member Ina Clements

Second: Member John Tiggie

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:27 p.m.

Janet Stockton, Chairman

ATTEST:

Cherie Compton, Clerk