



PLANNING COMMISSION
REGULAR MEETING
AGENDA

June 6, 2023
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. March 7, 2023- Regular Meeting Minutes
5. Public Hearing
 - 5.1. J. Cooke Towing is requesting a special exception permit to allow the storage of towed vehicles inside the existing garage located at 10 Pell Avenue, Rocky Mount, VA, 24151, Franklin County Tax Map and Parcel Number 2070009000. The property is zoned CBD (Central Business District).
 - Staff Comments
 - Applicant Comments
 - Public Comments
 - 5.2. **(WITHDRAWN BY APPLICANT)** Nandan Dattani is requesting a special exception permit to allow a public amusement/arcade use to include pool tables, coin operated arcade games, claw machines, and cash operated skill games at 300 Old Franklin Tpke, Suite B, Rocky Mount, VA 24151, Franklin County Tax Map and Parcel Number 2030007600. The property is zoned GB (General Business).
6. Report of the Planning & Zoning Administrator
7. Committee Reports
8. Old Business (None)
9. New Business (None)
10. Adjournment

**TOWN OF ROCKY MOUNT
PLANNING COMMISSION
REGULAR MEETING MINUTES
March 7, 2023
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 March 7, 2023, for its regular monthly meeting with Madame Chair Janet Stockton presiding.

REMOTE PARTICIPATION OF MEMBER

Chair Janet Stockton began with updating the members of the Planning Commission that Vice Chairman Bud Blanchard had requested to participate via phone and asked for a vote to determine if her decision to allow Mr. Blanchard to participate via phone due to a medical condition is in conformance with the Remote Participation Policy.

Motion: Affirm the Chairs decision that allowing Vice Chairman Bud Blanchard to participate via phone is in compliance with policy

Motion By: Member John Tiggle

Second: Member Ina Clements

Action: Approved by a unanimous vote of members present

Commission Members Present:

- Chair Janet Stockton
- Bill Ball
- Will Waller
- John Tiggle
- Ina Clements

Commission Members Absent:

- Vice Chair Bud Blanchard (Participated via phone)

Staff Members Present:

- Planning & Zoning Administrator Jessica H. Heckman
- Planning Commission Clerk Cherie Compton
- Finance Director Vincent Copenhaver

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: Member Will Waller

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:

February 7, 2023- Regular Meeting Minutes

Additions or Corrections: None

Motion: To approve minutes as presented

Motion By: Member John Tiggle

Second: Member Will Waller

Action: Approved by unanimous vote of members present

PUBLIC HEARINGS

5 Year Capital Improvement Plan

Finance Director Vincent Copenhaver presented the Capital Improvement Plan and asked the Commission if they had any questions. He discussed the schedule, various projects, as well as plans for funding. 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 for July 1, 2023 and concluding on June 30, 2028

Motion By: Member John Tiggle

Second: Member Ina Clements

Action: Approved by unanimous vote of members present

REPORT OF PLANNING & ZONING ADMINISTRATOR

Zoning Administrator Jessica Heckman provided the following updates:

- Planning Annual Report for 2022
- New business opened- Old Towne Social House
- Grand at 290 now Venue 290

- Town Council/ Planning Joint Work session on March 20 at Depot
- Focus groups & Public input workshop scheduled for April 12th

REPORT OF COMMITTEES

None at this time

OLD BUSINESS

None at this time

NEW BUSINESS

None at this time

ADJOURNMENT

Motion to Adjourn By: Member Will Waller

Second: Member John Tiggie

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:15 p.m.

Janet Stockton, Chairman

ATTEST:

Cherie Compton, Clerk



Town of Rocky Mount SPECIAL ZONING APPLICATION

☐ REZONING REQUEST ☒ SPECIAL EXCEPTION/USE ☐ VARIANCE

SURFEL 500.00
Postage \$43.50
Date Received: 4/25/23
Received by: OHeckman
PCBZA Date: 6/16/23 PC
6/16/23 TC

PRE-FILING CONSULTATION WITH THE TOWN PLANNING STAFF TO REVIEW THE PROPOSED REQUEST AND TO OBTAIN RECOMMENDED PROCEDURES AND TECHNICAL ASSISTANCE IS REQUIRED. TO SCHEDULE A PRE-FILING CONSULTATION, PLEASE CONTACT THE TOWN OF ROCKY MOUNT COMMUNITY DEVELOPMENT DEPARTMENT AT 540-483-0907.

APPLICANT NAME: J. Cooke Towing

ADDRESS: 10 Pell Avenue, Rocky Mount VA 24151

PHONE: EMAIL:

PROPERTY OWNERS NAME & ADDRESS: Robin Harrison Culler 1062 Long Horne Road, Union Hall VA
(If Different From Applicant)

TAX MAP & PARCEL NUMBER: 2070009000 LOT SIZE (ACRES/SQ.FT.)

CURRENT ZONING: ☐ R-1 ☐ R-2 ☐ R-3 ☐ RA ☐ RB ☐ RPUD ☐ POS ☐ C-1 ☐ C-2 ☐ M-1 ☐ M-2 ☒ CBD ☐ CBD-ARTS & CULTURE ☐ GB

CURRENT LAND USE: ☐ VACANT ☐ AGRICULTURAL ☐ RESIDENTIAL ☒ COMMERCIAL ☐ INDUSTRIAL

- ☐ REZONING REQUEST: PROPOSED ZONING: PROPOSED LAND USE:
- ☒ SPECIAL EXCEPTION/USE REQUEST OF SECTION(S) 29-1-32 OF THE TOWN ZONING ORDINANCE.
- ☐ VARIANCE REQUEST OF SECTION(S) OF THE TOWN ZONING ORDINANCE.

NATURE OF REQUEST - BRIEFLY DESCRIBE THE PROPOSED PROJECT AND SPECIFIC DEVIATION REQUEST FROM THE ZONING ORDINANCE.

To temporarily store towed vehicles within the existing garage.

I HEARBY CERTIFY THAT I AM ACTING WITH THE KNOWLEDGE AND CONSENT OF THE PROPERTY OWNER TO THE REQUEST DESCRIBED ON THE APPLICATION. BY SIGNING BELOW, I AGREE THE INFORMATION PROVIDED ON THE APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

X Cooke
APPLICANT SIGNATURE

4/25/23
DATE

BY SIGNING BELOW, I CERTIFY I AM AWARE OF THE REQUEST SUBMITTED AND THE INFORMATION PROVIDED IS TRUE TO THE BEST OF MY KNOWLEDGE.

OWNER SIGNATURE

DATE



STAFF REPORT

PETITIONER: J. Cooke Towing

REQUEST: Special Exception Permit in the CBD(Central Business District) to allow temporary storage of towed vehicles inside the existing garage structure on the property

LOCATION: 10 Pell Avenue, Rocky Mount, VA

HEARING DATE: Planning Commission, June 6, 2023
Town Council, June 12, 2023

TAX PARCEL: 2070009000

EXECUTIVE SUMMARY:

J. Cooke Towing has applied for a special exception permit in order to allow the storage of towed vehicles inside the garage located at 10 Pell Avenue, Rocky Mount, Virginia. This application has been advertised in the Franklin News-Post as required by law, and the public hearing notice sign been posted on the site.

I. APPLICABLE REGULATIONS:

Central Business District - Statement of Intent - The purpose of this district is to promote the harmonious use and development of the historic uptown, downtown and surrounding areas, which is the traditional commercial, governmental, residential, and cultural center of Rocky Mount. The central business district is characterized by an uptown professional office district and a downtown commercial district, which surrounds a residential core. The central business district is distinct due to the historic architecture that lines and is directly adjacent to the pedestrian way and the street. It is the intent of the town to maintain the unique nature of the district by promoting the use of existing buildings, and maintaining and extending the current building arrangement, architectural style, and scale.

29-1-32 Any use not specifically listed will be reviewed on an individual basis and if approved, permitted by granting of a special exception by town council.

29-2 *Use by special exception (applicable here):* For the purposes of this ordinance, the town council reserves unto itself the right to grant or refuse special exceptions as provided by 15.2-2286(A)(3) of the Code of Virginia(1950), as amended.

II. EXISTING CONDITIONS:

The subject property is located on the corner of North Main Street and Pell Avenue in the Central Business District and is bordered by M1 Manufacturing properties. There are two structures on the property. One of the structures houses an auto-body shop and serves as the office for J. Cooke Towing.

III. PROPOSED CONDITIONS:

If approved, the applicant intends to use the existing garage to store towed vehicles. The applicant indicated a maximum of 4 vehicles will be stored at any given time, and each vehicle would be removed typically within 7-10 days from the date towed. The proposed use would not impact traffic and staff does not foresee any ingress/egress issues. The applicant is seeking a town facility to store towed vehicles so that he can be considered for the Town's towing rotation.

IV. CONFORMANCE WITH COMPREHENSIVE PLAN:

The Comprehensive Plan encourages growth and mixed use development within the Central Business District. Staff understands this use would not be considered compatible with the majority of the district, particularly the downtown/uptown areas where residential and commercial mixed use developments are ideal. However, the subject property is located on the outskirts of the district adjoining a manufacturing property. Based on the current use as an auto-body shop, the inside storage of vehicles would likely go unnoticed.

V. STAFF ANALYSIS

Towing storage is not considered in any of the districts, therefore must be considered individually to determine compatibility with the district and/or neighboring properties. In reviewing the parcel and surrounding parcels, staff finds the use to be generally compatible with the adjacent properties.

Staff recommend approval with the condition that storage is limited to inside the garage and that there is absolutely no parking, temporary or otherwise of towed vehicles on the outside of the garage structure, at any time for any reason. This condition would allow staff the ability to revoke the special exception permit if any such violation should occur. With these terms, staff is generally supportive of the special exception permit pending input from the public hearings.

POSSIBLE MOTIONS:

Approval: I move to approve the special exception request for Tax Map Parcel 2070009000 (on the following grounds, if needed): _____

ONLY IF APPLICABLE:

Approval, with Imposed Conditions: I move to approve the special exception request for Tax Map Parcel 2070009000 with the following conditions: _____

Denial: I move to deny the special exception request for Tax Map Parcel 2070009000 (on the following grounds, if needed): _____

