



**ROCKY MOUNT TOWN COUNCIL & PLANNING COMMISSION
JOINT WORKSESSION
MEETING MINUTES**

**July 24, 2023
5:30 p.m.**

The following members
of Council were present:

Mayor C. Holland Perdue III
Vice Mayor Billie W. Stockton
Council Member A. Ralph Casey
Council Member David K. Clements
Council Member J. Tyler Lee
Council Member Benjamin K. Mullins
Council Member Mark H. Newbill

The following members
of the Planning Commission
were present:

Chair Janet Stockton
Vice Chair Bud Blanchard
Commission Member William Ball
Commission Member Ina Clements
Commission Member Bobby Thompson
Commission Member John Tiggle
Commission Member Will Waller

The following staff
members were also
present:

Robert J. Wood, Town Manager
Rebecca H. Dillon, Town Clerk/Executive Administrative Assistant
Mark Moore, Assistant Town Manager
Jessica Heckman, Planning & Zoning Administrator
John T. Boitnott, Town Attorney

The Joint Work Session of the Rocky Mount Town Council (hereafter referred to as “Council”) and the Planning Commission (hereafter referred to as “Commission”) to work on the Zoning and Subdivision Ordinance Updates. This work session was held at The Franklin Center located at 50 Claiborne Avenue, in Rocky Mount, Virginia, with Mayor C. Holland Perdue III presiding in conjunction with Chair Janet Stockton.

1. Roll Call

The Clerk called each member of the Rocky Mount Town Council and each member of the Planning Commission by name to account for all members present.

2. Approval of Agenda

Prior to the meeting, Council and the Commission received the agenda for review and consideration.

Motion: To approve the agenda as presented

Motion By: Commission Member Tiggle

Seconded: Commission Member Clements

Motion Discussion: None

Ayes: (14): Mayor Perdue,

Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Chair Stockton,

Vice Chair Blanchard, Commission Member Ball, Commission Member Clements, Commission Member Thompson, Commission Member Tiggle, and Commission Member Waller

Approved (14 – 0)

3. Joint Town Council and Planning Commission Kickoff – Zoning & Subdivision Ordinance Update

3.1 Berkley Group Agenda & Materials

Ms. Cecile Newcomb, Senior Planner and Chris Musso with the Berkley Group were present and welcomed both the Council and Commission to the 3rd worksession which is also Drafting Worksession #1.

Much of what is detailed in the Subdivision Ordinance in general, is driven by Code of Virginia requirements. Articles 1, 2, 3, 9, and Article 11 definitions were covered after

which the next steps expected were shared. There are directions and language requirements in the Code of Virginia. The Berkley Group works to make language changes from the Code of Virginia that will be included to simplify and aid in the understanding of the code's application wherever possible. Updates were given to The Berkley Group from staff, Town Council, and the Planning Commission, including any that were given from the public engagement as well as comments and edits that the group has received.

Town Manager Wood found and pointed out to the attention of the group several pieces of information in the book that need to be corrected. Comments that anyone may have had should be submitted to Town Planner Heckman by July 27th and Town Planner Heckman will submit to The Berkley Group.

The next joint work session will be September 17, 2023 at The Franklin Center.

4. Adjournment

Motion: To adjourn

Time: 6:26 p.m.

Motion By: Commission Member Clements

Seconded By: Vice Mayor Stockton

Motion Discussion: None

Ayes: (14): Mayor Perdue,

Vice Mayor Stockton, Council Member Casey, Council Member Clements, Council Member Lee, Council Member Mullins, and Council Member Newbill

Chair Stockton,

Vice Chair Blanchard, Commission Member Ball, Commission Member Clements, Commission Member Thompson, Commission Member Tiggle, and Commission Member Waller

Approved (14 – 0)

Action: Meeting was adjourned

C. Holland Perdue III, Mayor

ATTEST:

Rebecca H. Dillon, Town Clerk