

The Altavista Planning Commission held a regularly scheduled meeting on Monday, March 4th, 2024, at 5pm, in Council Chambers at Town Hall, located at 510 7th Street, Altavista, VA.

Members present: Marie Mitchell, Vice Chair
Reggie Bennett, Vice Mayor
Meghan Bolling
Ashby Robinson, Jr.
Senior Student Rayna Steele
Junior Student Conner Mattox

Absent: John Jordan, Chairman

Staff present: Matt Perkins, Assistant Town Manager
John Eller, Town Attorney
Crystal Hailey, Assistant Town Clerk

CALL TO ORDER

With Chairman Jordan's absence, Vice Chair Marie Mitchell called the Altavista Planning Commission Meeting to order at 5:00pm and presided.

APPROVAL OF AGENDA

Upon a motion by Vice Mayor Reggie Bennett, seconded by Commissioner Ashby Robinson, the Planning Commission voted 6-0 to approve the March 2024 meeting agenda as presented.

PLEDGE OF ALLEGIANCE & INVOCATION

Commissioner Robinson delivered an Invocation; and Vice Chair Mitchell led everyone in reciting the Pledge of Allegiance.

APPROVAL OF MINUTES

Vice Chair Mitchell asked the Commission if corrections were needed to the February 5th, 2024 meeting minutes; to which there were none.

A motion was made by Vice Mayor Bennett, seconded by Commissioner Robinson, and the minutes for the Altavista Planning Commission's February 2024 meeting were approved, 6-0, as presented.

PUBLIC EXPRESSION

No citizen comments were given at this meeting.

PUBLIC HEARING

Zoning Text Amendment OA-2024-01: Short-term Rental

The proposed amendments included necessary changes to subsections of Chapter 86 (Definitions and Use Types) of the Zoning Ordinance of the Town of Altavista; in matters related to definitions, permitted use types by district, process (special use permit requirement), and use and design standards.

- adding a definition for Short-term Rentals to *Section 86-32*
- add (new) *Section 86-522: Use and Development Standards for Short-term Rentals*
- add Short-term Rentals as a permitted use in Districts R1, R2, C1, C2, and the DRO (Downtown Revitalization Overlay); with the requirement of a Special Use Permit in districts R1, R2, and the DRO

Assistant Town Manager Matt Perkins facilitated the Public Hearing. He informed the Commission that the hearing had been adequately advertised as required; and to that date, there had been no public input for or against the proposed amendment.

Vice Chair Mitchell opened the public hearing at 5:02 pm. There were no citizen comments made during this hearing, therefore Mrs. Mitchell closed the public hearing at 5:05 pm.

With a motion by Commissioner Robinson, seconded by Vice Mayor Bennett, the Planning Commission voted unanimously in favor of moving this item forward, to be presented to Town Council with their approval recommendation.

UNFINISHED BUSINESS

There were no unfinished business items to discuss at this time.

NEW BUSINESS

Zoning Application Z-2024-128: Review and Discussion

Assistant Town Manager Matt Perkins shared details of the zoning application recently submitted by Joseph Patterson, J&T Welding and Fabrication, for 1301 Main Street, the former location of Rose's Department Store in the Town & Country Shopping Center, which is a C-2 Zoning District.

Mr. Perkins stated that Mr. Patterson submitted his application as "Custom Manufacturing", as defined in *Section 86-32* of Town Code. Mr. Perkins asked the Commission for their input on whether the submitted use of custom manufacturing was a commercial use or industrial, light; and he shared the definition of both for their consideration.

Custom manufacturing: establishments primarily engaged in the on-site production of goods by hand manufacturing, within enclosed structures, involving the use of hand tools, or the use of mechanical equipment commonly associated with residential or commercial uses.

Industry, light: an establishment engaged in the processing, manufacturing, compounding, assembly, packaging, treatment or fabrication of materials and products, from processed or previously manufactured materials. Light industry is capable of operation in such a manner as to control the external effects of the manufacturing process, such as smoke, noise, soot, dirt, vibration, odor, etc. A machine shop is included in this category. Also included is the manufacturing of apparel, electrical appliances, electronic equipment, camera and photographic equipment, ceramic products, cosmetics and toiletries, business machines, food, paper products (but not the manufacture of paper from pulpwood), musical instruments, medical appliances, tools or hardware, plastic products (but not the processing of raw materials), pharmaceuticals or optical goods, bicycles, and any other product of a similar nature or requiring similar production characteristics.

After review, there was a consensus of the Planning Commission that Mr. Patterson's work/intended use would be more identified as an Industrial, light zoning application. Town Attorney John Eller concurred and stated that Mr. Patterson's own description of his business included the word fabrication multiple times, which was considered an industrial use.

Vice Chair Mitchell thanked Mr. Patterson for attending the meeting, and stated that the Commission was in favor of him finding a suitable location for his business to stay in Altavista.

Mr. Perkins said that the Town mirrored the Commission's sentiment, and stated that he and the Town Manager had been working with Mr. Patterson in finding a viable location for his business. He stated that he would take the Commission's input into consideration when determining a ruling for Mr. Patterson's application.

MATTERS FROM STAFF

Assistant Town Manager Matt Perkins stated, in response to the request from the Commission to continue its discussion regarding “solar” in the Town of Altavista, he would have the item on the April 1st meeting agenda.

Mr. Perkins also stated that the Altavista Board of Zoning Appeals would be conducting their annual organizational meeting soon, and that he would inform the Commission of that date when it was finalized.

ADJOURNMENT

With no further business to discuss, Chairman Jordan adjourned this meeting at 5:23 p.m.

John Jordan, Chairman
Altavista Planning Commission

Mathew Perkins, Asst. Town Manager
Town of Altavista