

The Altavista Planning Commission held a regularly scheduled meeting February 4, 2019 at 5:00 PM in the Council Chambers at Town Hall located at 510 7th Street, Altavista, Virginia.

Members present - John Jordan, Chairman
Marvin Clements
Tim George
Marie Mitchell
John Woodson

Also present - Waverly Coggsdale
Cheryl Dudley'

CALL TO ORDER:

Chairman Jordan called the regularly scheduled Planning Commission meeting to order at 5:00 p.m.

ROLL CALL:

Mr. Clements	Present
Mr. Woodson	Present
Mr. Jordan	Present
Mrs. Mitchell	Present
Mr. George	Present

DETERMINATION OF QUORUM:

Chairman Jordan stated that a quorum was present.

APPROVAL OF AGENDA:

Chairman Jordan asked if there were any amendments to be made to the agenda.

Motion by Mr. Woodson, seconded by Mr. George to approve the agenda as presented. The motion was approved unanimously.

PLEDGE OF ALLEGIANCE & INVOCATION:

The Commission recited the Pledge of Allegiance and Chairman Jordan delivered the Invocation.

APPROVAL OF MINUTES:

Several changes to the minutes were suggested. Motion of Mr. Woodson, seconded by Mr. George to approve the minutes as amended. The motion was approved unanimously.

CITIZENS TO ADDRESS COUNCIL:

Chairman Jordan opened the floor for public comment; there being none, citizen input was closed.

PUBLIC HEARING(S)

None scheduled.

NEW BUSINESS

- i. Food Bank, Food Pantry or similar use - Consideration of addition of of this use type to the zoning ordinance.

Mr. Coggsdale delivered the staff report in regard to this item. He indicated that over the past few months he has had conversations with DAWN board members in regard to their relocation plans. He stated that DAWN has made a temporary move to the Grace Church located at 911 Grace Avenue in Altavista. In discussion with DAWN, it was discovered that based on the range of activities that are being provided, many would be covered under existing zoning regulations but the food bank/pantry use was not specifically listed nor would it fall into a permitted use.

Mr. Coggsdale further stated that he would request that the Planning Commission consider "Food Bank, Food Pantry or Similar Use" as a permitted use under the "civic use" type in the zoning ordinance. The following definition was provided for consideration:

"FOOD BANK, FOOD PANTRY OR SIMILAR USES: A public or charitable institution that collects and/or distributes food or edible commodities to individuals in need. This can include food banks, food pantries, soup kitchens, hunger relief centers or other food or feeding centers similar in nature."

Mr. Coggsdale further reviewed the staff report in addressing other issues or concerns regarding possible amendment to the ordinance. The contents of the staff report that were mentioned are addressed below:

While this definition adequately addresses the issue, several other questions remain:

- 1) *What districts, if any, should this use be located?*
- 2) *If permitted, should it be by-right or with a "special use permit" in the districts?*
- 3) *Should it be permitted as an "accessory use" in other districts as long as it is not independent of the principal use?*
- 4) *Should "design standards" be established for this use?*

Potential answers to the questions:

The C-2 (General, Commercial) District would appear to be a reasonable by-right use; whereas other zoning districts could possibly be considered with the issuance of a special use permit; unless

the use is an accessory to an existing, non-residential use in other districts. Parking and Loading/Unloading requirements should be created for this use; consistent with similar uses.

Chairman Jordan agreed that the C-2 district should be where this type of permitted use should be allowed.

Mr. Coggsdale also inquired if the Planning Commission wanted to include development standards, whether they wanted to allow the use in other zoning districts with a special use permit, or would the use be allowed as an accessory use.

Following discussion, the consensus of the Planning Commission was to not include development standards, include as a by-right use in the M-1 district and let the accessory use issue be handled consistently with all other accessory uses.

It was the consensus that staff would bring back a draft text amendment to the Zoning Ordinance related to "Food Banks, Food Pantries or Similar Uses" for the Planning Commission's consideration and possible First Reading.

Chairman Jordan stated that the seminar that Mrs. Mitchell and he attended on January 31st was very interesting and informative. He indicated that the speaker, Mr. Mike Chandler, addressed the Comprehensive Planning process and he felt that the Planning Commission need to do more proactive planning. He requested that each member of the Planning Commission be provided with the 2017 Comprehensive Plan and that time be spent on reviewing and going over the goals and objectives of the document.

OLD BUSINESS

None

STAFF REPORT

Mr. Coggsdale presented the following staff report that was included in the agenda packet:

MONTHLY STAFF REPORT

PERMITS ISSUED IN JANUARY 2019:

<u>Date Issued</u>	<u>Permit #</u>	<u>Applicant</u>	<u>Owner</u>	<u>Address</u>							
1/4/2019	01-19	Gill Bros. LLC	Fast Fuels, Inc.	1043 Main Street	<i>New business at existing location.</i>						
1/17/2019	02-19	Lawrence Scott Bennett	Lawrence & Mona Bennett	1103 3rd Street	<i>Expansion of building</i>						
1/17/2019	03-19	Rhonda Inge	Robert Mitchell, Jr.	1284 Lynch Road	<i>Home Occupation - Business Office (Altavista Auto Recovery)</i>						

Other items:

- 1) **Zoning Permit for new signs at McDonald's Denial.** This decision was based on Section 86-643 of the Town Code, as the existing signs are "non-conforming" and the request was to structurally reconstruct/alter the signs. In addition, the property is in the Downtown Revitalization Overlay (DRO) District and the requested number and size of signs would not comply with that district's regulations. Staff is awaiting any additional information/request from the sign company.
- 2) **Former Lane Company property.** Staff has worked with the Town Attorney and mailed a letter to the owner(s) of the property that currently has ongoing demolition activity. The correspondence requests a plan and establishes a demolition/site clean-up completion date of June 1, 2019; should this not occur we would begin the public nuisance process.
- 3) **Old Signs.** Staff is compiling a list of properties that have old signs (business closed for six months) and will be sending out notices.
- 4) **Danville Transit Connection - Hurt (demonstration project):** the Danville Transit System is proposing to begin a "demonstration project" that would provide transit service along Rt. 29 from Danville to Hurt. The Altavista Community Transit System (ACTS) is considering making a connection with this service at a location in Hurt (possibly the Hurt Medical Center, where our bus goes now when requested); however any passenger on the Danville system would need to make a "reservation" 24 hours in advance so we would have time to make arrangements for a pick up. The Danville service is proposed to be in Hurt every three hours beginning at 7:00 a.m.; with the last departure from Hurt at 7:00 p.m. Staff attended a public input meeting at the Pittsylvania County Offices in Chatham on Thursday, January 31, 2019 at 4:00 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:15 p.m.

John Jordan, Chairman

Waverly Coggsdale, PC Secretary