

Town of Ashland



Town of Ashland Planning Commission

Work Session

Minutes

September 11, 2013 – 6:00 p.m.

The Planning Commission of the Town of Ashland, Virginia, held a work session on Wednesday, September 11, 2013, in the Town of Ashland Council Chambers located at 101 Thompson Street, Ashland, Virginia.

Present: Alan Abbott, Chairman
Lou Ann Jewell, Vice-Chair
Felix Stevens, III
Bob Brown
Bob Flanagan

Absent: None.

Others Present: Nora Amos,
Director of Planning and Community Development
Garet Prior, Planner II
Josh Farrar, Deputy Town Manager / Finance Director
Dr. George Spagna, Council Liaison
Lois Smith, Town Clerk

CALL TO ORDER:

Mr. Abbott opened the Planning Commission work session at 6:00 p.m.

The Planning Commission reviewed the items for the Planning Commission meeting scheduled for 7:00 p.m.

ADJOURNMENT:

There being no other items, the work session was adjourned at 6:58 p.m.

Town of Ashland



Town of Ashland
Planning Commission
Minutes
September 11, 2013 –7:00 p.m.

A regular meeting of the Planning Commission of the Town of Ashland, Virginia, was held on Wednesday, September 11, 2013, at 7:00 p.m. in the Town of Ashland Council Chambers, located at 101 Thompson Street, Ashland, Virginia.

Present: Alan Abbott, Chairman
Lou Ann Jewell, Vice-Chair
Felix Stevens, III
Bob Brown
Bob Flanagan

Absent: None.

Others Present: Nora Amos,
Director of Planning and Community Development
Garet Prior, Planner II
Josh Farrar, Deputy Town Manager / Finance Director
Dr. George Spagna, Council Liaison
Lois Smith, Town Clerk

CALL TO ORDER:

Mr. Abbott called the regularly scheduled Planning Commission meeting to order at 7:00 p.m.

ROLL CALL:

Ms. Jewell	Here
Mr. Flanagan	Here
Mr. Brown	Here
Mr. Stevens	Here
Mr. Abbott	Here

DETERMINATION OF QUORUM:

Mr. Abbott stated that a quorum was present.

Mr. Abbott thanked Ms. Smith for sitting in for Ms. Quesenberry.

APPROVAL OF AGENDA:

Mr. Abbott asked if there were any amendments to be made to the agenda.

There was a consensus of the Planning Commission to accept the agenda as presented.

CITIZEN INPUT:

Mr. Abbott opened the floor for public comment.

Mr. Abbott stated that Mr. Rinker from Winchester Equipment was in attendance to speak about a rezoning request that would be coming before the Planning Commission at the October meeting.

Mr. Douglas C. Rinker 121 Indian Hollow Road, Winchester, Virginia, representing Bobcat of Richmond/Winchester Equipment Company.

Mr. Rinker stated that they would be requesting a rezoning for the property located at 12141 Washington Highway. Mr. Rinker stated that they were in the process of doing their due-diligence on this parcel and that rezoning would be required for this property.

Mr. Rinker stated that they would be required to install a wash basin system and other improvements to the grounds.

Mr. Rinker stated that they have been in business since 1957 and they are strong supporters of the green movement and are environmental friendly, so when they wash their equipment they want to be certain that they are doing everything correctly.

Mr. Rinker stated that he wanted to introduce himself even though it would be a week or two before they were certain that they would be moving forward with the project.

Mr. Rinker stated that Bobcat is a small compact construction equipment company and that they rent and sell equipment and parts.

Ms. Jewell asked Mr. Rinker what his hours of operation would be.

Mr. Rinker stated that the hours of operation would be Monday through Friday, from 7:30 a.m. to 5:00 p.m. and that they have five (5) locations in Virginia and that they were designated as an emergency facility to provide support to local, state, and federal, governments in emergency situations for which they could be open 24 hours assisting with snow, hurricanes, tornados, etc.

Mr. Rinker stated that they are currently located at the site that formerly operated as Tilley Landscaping and wish to relocate to the site mentioned above.

There being no further comment; the public comment portion of the meeting was closed.

PRESENTATION OF MINUTES:

- A. April 10, 2013, Planning Commission Work Session & Regular Meeting Minutes**
- B. April 24, 2013 Planning Commission Work Session Meeting Minutes**
- C. May 8, 2013, Planning Commission Work Session & Regular Meeting Minutes**
- D. May 15, 2013, Planning Commission Work Session Meeting Minutes**
- E. June 12, 2013, Planning Commission Work Session & Regular Meeting Minutes**

A motion was made by Mr. Flanagan to approve the April 10, 2013, Planning Commission Work Session & Regular minutes as well as the April 24, 2013, Planning Commission Work Session minutes, the May 8, 2013, Planning Commission Work Session and Regular Meeting Minutes, the May 15, 2013, Planning Commission Work Session Minutes, and the June 12, 2013, Planning Commission Work Session and Regular Meeting Minutes as presented.

ROLL CALL:

Mr. Stevens	Aye
Ms. Jewell	Aye
Mr. Flanagan	Aye
Mr. Brown	Aye
Mr. Abbott	Aye

With all Ayes, the motion passed to approve the minutes as presented.

PRESENTATION:

- A. Hanover County Comprehensive Plan Update (Mr. Lee Garman).**

Mr. Lee Garman, Principal Planner, Hanover County

Mr. Garman stated that the new Comprehensive Plan for Hanover County has been adopted by the Board of Supervisors.

Mr. Garman provided an update of the changes to the Comprehensive Plan to the Planning Commission and stated that all of the information being presented was available on the Hanover County Website at www.hanovercounty.gov/compplan.

PUBLIC HEARINGS:

- A. None.**

ACTION ITEMS:

- A. ORD2013-06** – an ordinance to amend The Code of the Town of Ashland, Chapter 21 “Zoning,” Article XXV “Supplemental Regulations,” Sec. 21-251, “Location of uses and

structures,” to allow for an exception to the requirement that lots front on an existing street or improved public right-of-way to the Town’s specifications.

Mr. Prior provided an overview of the proposed Ordinance amendment as presented in the Planning Commission packet.

There was discussion regarding requirements for lots not fronting on an existing improved right-of-way and how to open the land locked parcels within the Town.

Mr. Prior reviewed the recommended ordinance amendment as it could pertain to the request submitted by Mr. Gillman who was representing Mr. Phippen for a parcel located off of Maple Street, identified as GPIN 7779-75-7663.

Mr. Prior stated that staff was recommending approval of ORD2013-06 to allow for an exception to the requirement that lots fronting on an existing street or improved public right-of-way to the Town’s specifications with a five (5) point criteria test, along with four (4) conditions in which they Town Council may include.

Mr. Abbott expressed concern of not requiring a 14 foot wide access for emergency vehicles.

A motion was made by Mr. Brown to recommend approval of ORD2013-06 as presented by staff to the Town Council.

ROLL CALL:

Mr. Flanagan	Nay
Mr. Stevens	Aye
Ms. Jewell	Aye
Mr. Brown	Aye
Mr. Abbott	Aye

With four (4) Ayes, and one (1) Nay the motion passed to recommend approval of ORD2013-06 as presented by staff to the Town Council.

REPORT OF COMMITTEES:

Town Council – George Spagna

Dr. Spagna stated that the recent Town Council Actions were listed in the Planning Commission packet.

Ashland Main Street Association – Nora Amos

Ms. Amos stated that the Ashland Main Street Association (AMSA) has established an office in the downtown area located in the McKinney Building.

Ms. Amos stated that AMSA was currently spending most of their time working on Train Day.

Ms. Amos stated that they AMSA would be having their work session with the State Main Street Program representative later this month.

Economic Development Authority –Nora Amos

Ms. Amos provided a brief update on the Economic Development Authority activities and actions.

UNFINISHED BUSINESS:

A. None.

NEW BUSINESS:

A. CIP Update Review (Josh Farrar)

Mr. Farrar reviewed the Capital Improvements Projects List as presented in the Planning Commission packet and stated that he has added two (2) new projects to the prioritization list, which are as follows:

- **PF-007 – Police Department Parking Lot.** Chief Goodman has requested to have their parking lot re-done and the Town staff saw this as an opportunity to purchase some credits with the Stormwater Management Program; which would include a design similar to the pervious design of the Municipal parking lot also known as the McKinney parking lot.
- **SW-002 – Comprehensive Stormwater Management Program.** This program has been created for compliance with the Stormwater and Chesapeake Regulations Program that is forthcoming. Financially the Town staff knows that this program will entail a large amount of funding and a large amount of project planning, and would consist of one project at a time over a long period of time.

There was discussion about the Town Hall’s need for building improvements verses building a new building.

Mr. Farrar requested that the Planning Commission review the project list and asked the Planning Commission to prioritize their top projects and submit the lists to him no later than Wednesday, September 18, 2013. Mr. Farrar stated that he would send the electronic Excel worksheet to the Planning Commission to assist them with their ranking.

B. EDA/PC Coordination (Mr. Abbott)

Mr. Abbott stated that when the Planning Commission completes their discussion on the land use for B-1, A, B, and C Districts he would like to coordinate with the Economic Development Authority (EDA) so that they will be working towards the same goals as the Planning Commission.

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Mr. Abbott stated that he would be attending the October EDA meeting to update them on what the Planning Commission is doing and then periodically meet with the EDA.

Mr. Abbott stated that he would like the Planning Commission to complete the B-1 uses through e-mails and have the work session begin at 6:30 p.m. to discuss them.

Ms. Amos stated that for the record, the next Planning Commission meeting will be on Tuesday, October 8, 2013, beginning with the work session at 6:30 p.m. and further stated that the regular meeting would begin at 7:00 p.m.

UPCOMING ITEMS:

A. None.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:58 p.m.