

The Smithfield Planning Commission held its regular meeting on Tuesday, March 13<sup>th</sup>, 2018. The meeting was called to order at 6:30 p.m. Members present were Mr. Randy Pack, Chairman; Mr. Charles Bryan, Vice Chairman; Mr. Bill Davidson, Mr. Mike Swecker, Dr. Thomas Pope, Mr. Michael Torrey, and Ms. Julia Hillegass. The staff members present were Mr. William G. Saunders IV, Director of Planning, Engineering and Public Works and Mr. William H. Riddick, III, Town Attorney. There were twelve (12) citizens present. The media was not represented.

Chairman Pack – Good evening ladies and gentlemen. Welcome to the Smithfield Planning Commission meeting of March 13<sup>th</sup>, 2018. We will start our meeting with the Pledge. Please stand.

*Everyone present stood and recited the Pledge of Allegiance.*

Chairman Pack – Good evening and thank you for joining us. The first item on the agenda is the Director of Planning, Engineering and Public Works Activity Report.

Director of Planning, Engineering and Public Works – Thank you, Mr. Chairman. The Joseph W. Luter Jr. Sports Complex has the lettering up on the sign at the road. I think it looks very nice. They did a walk-thru and found a few issues with the concession stand that we will be working through. Paving of the parking lot has been put off until later this spring due to the weather. The Clontz Park Boat Ramp is on your agenda this evening. The design was re-engineered to factor in some cost savings. It was a substantial enough change to bring it back for review and approval by the Planning Commission tonight. I would also like to mention, it is not on the agenda; but you received by mail a petition from Church Square as it relates to the alternatives analysis option that took the potential bike path through a portion of their green space going from John Rolfe to South Church Street. I have a copy of that at each one of your places tonight. Thank you.

Chairman Pack – We will now move to Upcoming Meetings and Activities. On March 20<sup>th</sup>, 2018 there will be a meeting of the Board of Historic and Architectural Review. The Board of Zoning Appeals will not have a meeting this month. The Town Council Committee meetings will be held on March 26<sup>th</sup> and 27<sup>th</sup> beginning at 4:00 p.m. April 3<sup>rd</sup>, at 7:30 p.m., is the next Town Council meeting at the Smithfield Center. The next Planning Commission meeting will be on April 10<sup>th</sup>. The next item on the agenda is

Public Comments. We have a signup sheet. If you have not signed up, we will give you a chance to speak. We ask that you speak on any matter except for scheduled public hearings. We do have two public hearing this evening. Comments are limited to five minutes per person. Any required response from the town will be provided in writing following the meeting. As you come up, please state your name and address for the record. Are there any signups?

Director of Planning, Engineering and Public Works – No, there are not.

Chairman Pack – Is there anyone who would like to speak that did not sign up? Hearing none, we will move to Planning Commission Comments. Are there any comments from the Planning Commission members? Hearing none, we will move to our Public Hearing: - Special Sign Exception – Food Lion, 1941 S. Church Street – Amanda Edwards, Retail Business Services, applicants. Could we have a staff report please?

Director of Planning, Engineering and Public Works – Retail Business Services is in Salisbury, North Carolina. They are the architects for that are working on this Food Lion project. The owners are Smithfield Square Associates. It is in the Planned Shopping Center district. It is also in the Entrance Corridor Overlay district. Last month, you had an application before you for all of the architectural exterior elements and colors that related to this project other than the marquee signs that were proposed as they are outside the purview of 'by right' approval in the town. There are four marquee sign frames. You can see two on either side of each doorway. The applicant proposed the elimination of temporary window signage if the marquee signs are approved as the billboards can be replaced within the frames rather than on the windows. If enforcement of this is desired by the Planning Commission consideration should be given to making that a condition of the special sign exception approval. The strengths of the application are that if the marquees are used in place of window signage it will give the storefront a cleaner look. The weaknesses, if marquees are used in addition to window signage, are that there will be four more temporary signs on the storefront at any given time than there normally would be. Thank you.

Chairman Pack – At this time, I would like to ask the applicant to come forward. Is the applicant here? Seeing no one, we will open the public hearing. Is there anyone signed up to speak?

Director of Planning, Engineering and Public Works – No, sir.

Chairman Pack – There are no signups. Is there anyone who would like to speak for or against this application? Seeing none, the public hearing is closed. We will now have consideration by the Planning Commission.

Ms. Hillegass – William, do I see in the bottom photograph that there are actually one each of those marquee signs on either side of the doors?

Director of Planning, Engineering and Public Works – You are correct. There was one pirated in on either side of the store previously. When they came through with this, it was caught. We noticed that it did not meet the standards.

Ms. Hillegass – Are they the same size that were there or are they bigger or smaller?

Director of Planning, Engineering and Public Works – I honestly cannot say for sure; but based on the look of the picture, the ones that are there may be larger than the architectural renderings. I also would not put too much stock in architectural renderings.

Dr. Pope – Is Food Lion proposing that we get rid of the temporary paper signs in the window in light of these marquees and that they will do one or the other but not both?

Director of Planning, Engineering and Public Works – That is the architect's proposal. My concern is that the architect may be speaking for the manager. Once they get approval, the manager will then want to put them in the windows which is why I would recommend you considering making that a condition that there be no window signage if you approve these marquees unless you are comfortable with them using the four marquees in addition to whatever window signage they might want to use. Window signage is really hard to regulate. It is not unlike the feather flags you are seeing around town. Without something really nailed down in the approval, it is hard to police that.

Dr. Pope – When we discussed one of the dance studio's issues with windows, we had some regulation for how much coverage they could have. Is that not in effect?

Director of Planning, Engineering and Public Works – It is either 10% or 20%. If you want them to be able to have their maximum on the windows in addition to these;

that is within your purview. If you want it to be either/or, you should consider making that a condition.

Dr. Pope – Since the applicant is not here, we do not really know.

Director of Planning, Engineering and Public Works – They propose in the application as either/or. If they get the marquees approved, they will not use window signage; but I would rather not just have their statement if that is what you all want to see. There should be a condition put in there.

Mr. Davidson – Is that Food Lion talking or the architect?

Director of Planning, Engineering and Public Works – It is Food Lion's architect talking.

Dr. Pope – I am certainly in favor of the marquees over all the temporary paper signs in the windows. I think it gives it a more organized look.

Chairman Pack – It would also be safer for the patrons to see in and out of the store. Is there any further discussion?

Ms. Hillegass – For this new decal that they have listed is that just one and it is a permanent thing or are they planning to swap those out?

Director of Planning, Engineering and Public Works – That is a new permanent window sign that was approved last month for the entrance corridor; but as far as the temporary paper ones they are saying they would not use those.

Mr. Davidson – If we made an exception, would that be the only thing in the windows?

Director of Planning, Engineering and Public Works – Yes, sir.

Mr. Davidson – That sounds good to me. Mr. Chairman, I recommend that we approve the picture with the four marquee signs and no window signage other than this decal as this picture presents it.

Chairman Pack – If I could clarify this, you are making a motion that we approve the four marquee frames with the specifications that they will not allow temporary window signs.

Mr. Davidson – Yes, sir.

Ms. Hillegass – Second.

Chairman Pack – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Vice Chairman Bryan voted aye, Mr. Davidson voted aye, Ms. Hillegass voted aye, Chairman Pack voted aye, Dr. Pope voted aye, Mr. Swecker voted aye, and Mr. Torrey voted aye. There were no votes against the motion. The motion passed.

Chairman Pack – Our next item is a Public Hearing – Special Use Permit – 895 W. Main Street – Tom Dawson, 757 Brewing Co., applicants. If you will notice in your packet, the owner name and address of this property is BAER Development. I am the 'R' in BAER Development. I am going to recuse myself from the vote and comments. Vice Chairman Bryan will take over the meeting from here.

Vice Chairman Bryan – This is a special use permit application for 895 W. Main Street. Could we have a staff report please?

Director of Planning, Engineering and Public Works – This is a public hearing for the special use permit application of Mr. Tom Dawson for 757 Brewing Company. This property is across from the new Joseph W. Luter Jr. Sports Complex. It is zoned I-1 which is zoned Light Industrial. The proposed use is brewery with light warehousing and distribution and ancillary retail and restaurant uses. The parking required is plus or minus twenty-five spaces. The parking provided is plus or minus twenty-five spaces as proposed. I use plus or minus because the application is a little bit fluid and subject to some of the circumstances on the ground as he develops the business there. Surrounding uses are I-1 and I-2 which is Heavy Industrial and CC which is Community Conservation. The applicants propose to operate a brewery with light warehousing and distribution as well as ancillary retail and restaurant uses. The manufacturing, warehousing, and distribution are permitted uses in the Light Industrial district; however the taproom, restaurant and retail uses will require the granting of a Special Use Permit. Therefore, the applicants are seeking Special Use Permit approval under the provisions of Article 3.K, Sections C.10 and C.12 and Article 6 of the Zoning Ordinance. Specifically, he is seeking in C.10 – eating establishments, ancillary to I-1 district uses for the proposed taproom and restaurant. Also he is seeking in C.12 - retail sales in a warehouse or wholesale establishment wherein at least 60% of the gross floor area is

devoted to warehouse use for the sales of brewing supplies and promotional merchandise. Brewery operations will occur daily from 8:00 a.m. until 4:00 p.m. with two employees. The restaurant/tap room/entertainment activity will take place from 11 a.m. until 9:00 p.m. on Sunday through Thursday and 11:00 a.m. until 10:00 p.m. on Friday and Saturday with three employees. The maximum occupancy for events is subject to Isle of Wight Building Codes oversight; that number has not yet been confirmed. The exterior changes to the building and sign plan are proposed and will come before the Planning Commission at a later date for the Entrance Corridor Overlay District review. The applicant's business plan and site plan are attached for this application. Town staff has deemed the application to be complete and the proposal seems to be within the parameters required by Article 3.H and Article 6 of the town's Zoning Ordinance. As this is a special use permit application, reasonable conditions may be recommended by the Planning Commission as deemed necessary to protect the public health, safety and welfare. I will mention that several Planning Commission members had questions about the application and the business plan. I forwarded those questions to the applicant in the hopes that he can answer those questions better than I can.

Vice Chairman Bryan – Would the applicant like to make a presentation?

Mr. Thomas Dawson – Good evening. I am the President of 757 Brewing. I also have my wife here. She is a corporate officer as well. As Mr. Saunders has already informed everybody, we are looking at a restaurant and taproom to the facility as well as a brewing supply store. There were some questions on the floor plan that we had. It was cut off in the package that we sent before. I did bring some additional copies of an updated floor plan that show what the facility would look like with all these services in place. The building is set up as two separate warehouses with a connecting corridor approximately eight feet across in between the two buildings. At the very front of the first warehouse space, there is approximately five hundred square feet which really would not be usable from a brewing or taproom or restaurant standpoint. It was really just kind of an office space. We will be storing grain, hops, yeast and all the brewing supplies up there. We would like to just re-purpose that area within the building into a brewing supply store. The Smithfield Hops and Malts Society like the brewing supply idea. It is kind of dying off in the area. We all went to one location for all the home brewers which

is Home Brew USA over on Mercury Boulevard and that recently closed. It is a service that is really not available to anybody local who would like to brew their own beer. I think this would be a good service to the community. The Smithfield Hops and Malts Society have approximately seventy-five paid members and about two hundred in our group. I think this will be a good addition to help serve the community. The second part of the front warehouse is the brewing area itself. You will notice a number of circles on there which are the brewing tanks and fermenting tanks along with some work tables and other implements that we need to brew the beer. It is separated off from the seating area by a block half wall so that patrons cannot go into the brewing area. It is still subject to approval by the Federal Alcohol, Tobacco, Tax and Trade Bureau which has the purview to grant the brewers license which they are currently reviewing for us. They will be coming in and doing an inspection and ensuring that all of our controls are in place so that people cannot enter the brewing area. They will check that the appropriate locks are on the tanks whenever we are not brewing. People cannot just reach over for a free pint of what would be un-carbonated beer. The brewing operation hours overlap with the restaurant and taproom hours a little bit. To account for that, we will have a walkway between the two buildings and will have a lockable door or a door that slides closed so we can separate that off. Generally, we will be brewing on Sundays and Mondays which will provide us with enough product to operate the taproom and restaurant. In the cases where we are brewing later in the day then that area would be closed off from the restaurant and the taproom. The updated floor plan in the second warehouse, located in the back, shows the bar. There were questions about the equipment that will go in there. Currently, the plan is not a major full service restaurant. It will have a sandwich/pizza prep station, under counter refrigeration, conveyor oven, and a microwave that will be part of food preparation. In accordance with the Virginia Department of Health, we also have a mop sink and a full three basin sink with washboards on the side. The actual floor plan of the kitchen and the brewing area is subject to change as our application for our Health Department has been submitted and needs review for the floor plan as well as other things such as our wall finishes. They may have some say as to where food prep items are located for our final inspection; but for the most part, this is what will be in there. In the future, there may be some outside

smokers for pork. We are trying to drive tourism into Smithfield. I am sure that everybody has noticed that the micro-brewery industry has not shown many signs of slowing down. There have been some articles as far as how we had hit a saturation point; but the reality is that a lot of towns the size of Smithfield are growing and we do not want to drive all the way to Portsmouth and Norfolk for supplies. Ghent used to be a restaurant alley. Now, most people associate it with micro-breweries than more than the restaurants that are there. It has driven a lot of tourism and business into their area. People in Windsor, Ivor, and everybody surrounding us would like to have something like this local so we are not traveling so far just to grab one or two pints of craft beer. I think we are definitely offering a service that a lot of people in the area are looking forward to so that they can keep that tourism money and retail money here locally. When we were interviewed by the Smithfield Times, there was a little bit of local talk as far as locating a micro-brewery next to a ballfield for the sake of the ballfield being there. I am a member of the Smithfield Recreation Association's Board myself. I have been the softball commissioner there for the past three to four years. I have coached there since my kids were four and five years old. They are now fourteen and sixteen. The ballfield was absolutely not a consideration whatsoever as far as us selecting this location. I personally probably know almost every single parent in the softball program and also a good number of the boys in the baseball program as well. Even talking about it around the field, it has never been an issue of people wanting to come over and drink a beer while their child is at practice or anything like that. I would never degrade any of the parents and their responsibility to their kids. We have a great community here that is very responsible with what they do. I do not think having the brewery there in that location would alter their decision making whatsoever. The reality is that The Grill was right down the street from Beale Park for years. We never had any issues with parents down there sitting at the bar. The craft/micro-brewery industry is a little bit different than your standard bar anyway. For the most part, while they may like Miller Lite and Bud Light while it's hot and outside playing games, the family in the yard and typically what is on our financial projections is that the average person only drinks one and a half to two micro-brews in a sitting. It is not your typical sit down at a bar and drink beer for a long time. Obviously, in response to that, all of our servers and managers will comply

with all of the ABC requirements. Two of our other partners could not be here tonight. They are also owner/operators of a restaurant and a brew pub in Charleston, West Virginia and Davis, West Virginia. We are all very familiar with all the ABC requirements. We have already set up our training program for any staff hired so that we can go through the manager's alcohol responsibility training which is offered online through Virginia ABC as well as the bartender/servers responsible sellers and servers program. We obviously do intend to comply with all ABC laws and be very strict with our training and enforcement of the ABC recommendations and rules and regulations. Does anyone have any questions?

Mr. Davidson – Are you going to own and sell your own craft beers?

Mr. Dawson – Yes, sir. Our plan is to only serve our own craft beer on tap at the brewery. We currently have a small two barrel system which essentially equates to four kegs at a time. Obviously, our initial brewing schedule will be pretty hectic to build up inventory there. I think we can keep up with the estimates we put there with the smaller system. It is capable for a double batch during the day. We could do up to eight kegs a day there. We are not looking to get into the distribution business. It is why we have a much smaller system in place. It is a fairly crowded market place to try to find a spot on a shelf to sell your beer with cans and bottles. Obviously, the profit margins are not quite the same as that of your own tap. We are looking to just keep it local out of our own tap. In the future, we may bring in a can or bottling line. Obviously, that will depend on the tariff prices in the future. We really do not have that in the plan right now.

Mr. Swecker – If all of this is approved, when is your projected date to open?

Mr. Dawson – The TTP is being reviewed right now. I expect that to be done within thirty to sixty days. I know the ABC license is sixty days out. Right now, we have submitted our occupancy change to the county inspector's office. They are reviewing some additional permits for plumbing and electrical. We would not expect that to be finished within ninety days by the time we subcontract out the work and get our final inspection.

Vice Chairman Bryan – With your hours, the latest you are showing is 10:00 p.m.

Mr. Dawson – Yes, sir. We are not looking to be open like a bar with a 2:00 a.m. cutoff for Virginia ABC licensees. We expect the larger portion of our customers will be

in for a light dinner and a craft beer and would be winding down between a 8:00 p.m. and 10:00 p.m. timeframe.

Vice Chairman Bryan – So, there should be no concern about extended hours.

Mr. Dawson – No, I do not believe so. We do not anticipate wanting to stay open any longer than that.

Vice Chairman Bryan – Are there any other questions for the applicant? Hearing none, I will open the public hearing. Is there anyone from the public that would like to comment? Hearing none, I will close the public hearing. We will now have consideration by the Planning Commission members.

Dr. Pope – I am confused. Is this a restaurant or a brewery? I guess that is the issue for me is what is really happening there.

Mr. Dawson – The primary function would be a brewery. We will be serving food for a couple of reasons. The first is that we would like to have an ABC license for beer and wine so that anyone not interested in a craft beer can have wine. We do need to serve some food for the wine portion of the ABC. In an alcohol establishment, it is much better to have food available. In case anyone is intoxicated, one of the recommended things is to offer them food.

Mr. Torrey – Are you currently brewing beer there?

Mr. Dawson – No, I am not brewing beer right now until the ABC license is approved. We cannot officially brew beer that we are going to serve or sell at the location until the ABC license is approved.

Mr. Torrey – Assuming you get all the proper licenses tomorrow, how long would it take you to be up and running just brewing beer?

Mr. Dawson - It would be within a ninety day time frame. The systems are in place. They have all been tested. Recipes are ready to go. We would start producing beer immediately. The product takes anywhere from two to three weeks before it is in a keg and ready to serve. If the Brewers Notice is issued next week, then we would start brewing next week for an example because that is something we can do by right as a brewery. It would just be for the purpose of getting our production up and inventory ready for an opening of the actual tavern.

Mr. Torrey – How about the build out of the kitchen?

Mr. Dawson – It will be about a ninety day build out.

Vice Chairman Bryan – Are there any other questions? Since this is a special use permit are there any conditions that anyone would propose?

Dr. Pope – I do not know if I have any conditions; I just have more issues about what the site is going to entail. I believe it is a rock parking lot. What is the exit going to be like trying to get out of there? It is on a slope. People will be coming through there at 45 mph or 55 mph. I am not sure where the speed limit changes right through there. What is happening with that pad out front with asphalt and being able to get out without spinning tires and rocks and slowing you down? I guess you said you were going to have elevations and signage coming at a future date pending this approval. I am assuming that all that stuff is coming to us at some point.

Director of Planning, Engineering and Public Works – Honestly, I do not know that this proposal is going to trigger a site plan. It is possible that it could be grandfathered pretty much the way it is as it relates to the entrance and the parking lot. He probably, at a minimum, will have to put bumper blocks in to delineate each of the parking spaces to ensure that parking can be efficient to hold the number of spaces. It is yet to be determined whether it will trigger a site plan. The 45 mph speed zone is just beyond the entrance to the sports complex and then turns to fifty-five just beyond it. It is actually 45 mph right at the entrance but turns to 55 mph shortly thereafter.

Dr. Pope – I am not sure. I do not know what is there to honestly tell you what is going to happen when you have twenty-nine parking spaces, people coming and going, and what is going to happen right there with traffic pulling out onto the road. I know we talked about speed limit when the ballfield goes in and changing it; but you cannot do anything with the state until after the ballfield is in. You are trying to juggle all these little things. I guess I just have concerns if it is rock right at the entrance and how you will get out of that spot. How many people will floor it trying to beat traffic? Will you get traction or are you going to have problems? For the brewery side that is fine; but for the retail side I think I have to think about that for people trying to get in and out right there.

Mr. Dawson – To be honest, the asphalt there is starting to pit a little bit on the ends. I drive in and out of it all day and do not necessarily have any problems going in and out. Just like any 45 mph zone, you have to be careful pulling out but I have never

experienced any problems with traction pulling out of there with my big truck. My vehicle, as you are going out, sits right on the asphalt. My rear tires are not in the gravel. Obviously, with it starting to crumble a bit on the ends, it could be a consideration for us to extend the asphalt farther down; but you are right, the rest is all gravel.

Vice Chairman Bryan – We are expecting some improvements because you mentioned some exterior updates. Would that include something with the driveway and parking area?

Mr. Dawson – It certainly would not include the parking lot. I leave that up to your recommendation on whether you thought the exit needed additional asphalt. I would certainly consider putting it in there in good faith. The other improvement that we have is painting of the building to a color that matches our logo. You can see that on the front of our business plan in your packet. We have some things in the back like a privacy fence; but I think that is about it as far as improvements. We can certainly look at an extension of the asphalt as part of the exterior improvements.

Vice Chairman Bryan – I have a question about the turn lane for the ballpark. How is it affected by this?

Director of Planning, Engineering and Public Works – It will not be affected. It is just a right turn lane that is going on the opposite side of the road in front of the old Wombwell house all the way down to the corner of the school property. There will not be a left turn lane in the center there at this time. It should not really affect it at all.

Dr. Pope – But if there is a left hand turn lane that gets triggered in the future are there any thoughts how that will route his entrance and the entrances of the other businesses right there? I know we did a study that showed that 90% of the people will be coming from Smithfield. However, if this thing takes off there will be people coming from both directions. At what point will VDOT trigger that?

Director of Planning, Engineering and Public Works – The work that was done on the traffic study that related to the five ballfields that were going in there; I believe it included the future potential phase of the enclosed activity field but it may not have. Even if it does in the future, unless the warrants change, I do not believe it would trigger a turn lane because that enclosed field would be used at a different time of year than

the outdoor fields will. I think there will be an overlap in the traffic that is using that facility. I do not believe that the future phase of the enclosed field would trigger that unless the warrants change in the meantime. It is kind of like a church and a retail business using the same parking lot. Businesses are closed on Sunday and the church is open on Sunday. It kind of overlaps and does not trigger as many traffic issues. What right of way would be used for a center turn lane? I cannot tell you; likely, some on the park side since we own it and it's our project but I do not know how feasible it would be to give up all that. It could be that some right-of-way acquisition would have to happen on the other side of the road too if there had to be a center turn lane.

Dr. Pope – If that all takes place, he would just lose some of his parking up front. It may not really impact his overall parking structure but it is going to impact it to a certain extent with easements and everything else to get a road through there. I am just asking because I have a feeling it is going to trigger somewhere in the future. It may not be right now or five years from now; but I think it is going to happen somewhere.

Vice Chairman Bryan – Are there any other comments or questions? Hearing none, I will entertain a motion.

Ms. Hillegass – I move to recommend the Special Use Permit application as presented.

Mr. Davidson – Second.

Vice Chairman Bryan – A motion has been made and properly seconded. Roll call vote.

On call for the vote, seven members were present. Vice Chairman Bryan voted aye, Mr. Davidson voted aye, Ms. Hillegass voted aye, Chairman Pack abstained, Dr. Pope voted aye, Mr. Swecker voted aye, and Mr. Torrey voted aye. There were no votes against the motion. There was one abstention. The motion passed.

Vice Chairman Bryan – With the conclusion of that application, I will turn the floor back over to Chairman Pack.

Chairman Pack – Thank you, Mr. Bryan. At this time, we have a Preliminary and Final Site Plan Review – Clontz Park Boat Ramp – Town of Smithfield, applicants.

Could we have a staff report please?

Director of Planning, Engineering and Public Works – This is a re-engineered Clontz Park Boat Ramp plan. Several changes were made here to save money. One of big expenses, previously, was the cost of the coffer dam which is a temporary dam that has to be built around a structure in the river. The previous ramp had it pretty far down to the western end of the property all the way out to the point. It is a lower area with only about five feet above mean low water. The ramp was going to be more of a shallow slope and had to project into the water more. They brought the ramp further up closer to the gazebo which brought it up to about twelve feet above mean low water. This allows for a steeper ramp and more of the ramp to be put into the hillside so it does not project into the river as far. It does not require as much fill under the ramp and will not require as large of a coffer dam. We are hoping that cost savings as well as accessibility have been built into these plan changes. This facility includes one twenty foot wide concrete boat ramp. By definition, it is a single ramp; however with small watercraft being launched and conscientious boaters, it is likely that it can be used by two small boats at the same time. It includes two adjacent floating docks and twenty-nine parking spaces that will accommodate vehicles and trailers. This was approved at the June 12<sup>th</sup>, 2016 Planning Commission meeting. Due to the material changes, it has been brought back before you. There were some questions about the traffic flow within the parking area. When you come down Clontz Way and enter the park, there will be an immediate sign that says 'Do Not Enter' and also says 'Merge Right.' So, as soon as you come into the parking lot, you will merge to the right and go toward the ramp on either of the right hand travel ways to work your way to the ramp and back into it. As you are exiting the ramp, you can go through either of the travel ways on the western side on the way out. It looks strange to have two-way traffic not lined up with Clontz Way; but it will help you move around in there to park your boat trailer and get back to the ramp which will immediately turn right as you enter and you can exit on either of the right hand travel ways. You can see that the darker area is concrete around the ramp and also the handicap space near the ramp. The balance of it is gravel parking that was approved by waiver also in 2016 by the Planning Commission. Staff recommends preliminary and final site plan approval; however, there may be some minor plan revisions that staff needs to make to dial this in as well as final approval by Isle of Wight County

stormwater management. We recommend approval contingent on minor administrative changes and the stormwater comments by Isle of Wight County.

Chairman Pack – Are there any questions for Mr. Saunders by the Commissioners? This is something we have been talking about for a long time. There have been changes made. There is funding in place for this grant. Two years ago, we were given funding from the Recreational Fishing Advisory Board. They monitor the fishing license monies. They take those monies and give them to different studies and public access projects. We were awarded some money from them. We went forward but the project was cost prohibitive with the grant we were given. We went back to the Recreational Fishing Advisory Board and they gave us some additional money. There have been two grants awarded for this project and we have not moved forward with it. Smithfield Foods has previously given us the property but there was a clause that if we did not do anything with it then it would revert back to them. Most recently, at our last Council meeting last Tuesday night, Smithfield Foods gave us the property again. It has the same clause so time is of the essence. We want to see it done and there is funding in place. We are not sure if there is 100% funding in place because we are not sure how much it is going to cost yet. It has to get approved before it can go out for bid.

Ms. Hillegass – How soon could construction start?

Chairman Pack – It is on a time of year restriction for the permit. It could not start before July 1<sup>st</sup> in the waterway. It could start in the uplands prior to that.

Town Attorney – It could start this month if approved.

Mr. Torrey – I am assuming that the prior proposal looked at how much that was going to cost and took that into consideration while making this plan. We should be in the ballpark of having enough money.

Chairman Pack – Well, that would be a logical assumption; but in the previous proposal, the same applied. There was a ramp in Surry similar in scope and nature that did not come in at the same price. We would hope that the town has asked Kimley Horn to get us in the park where we can afford it.

Dr. Pope – Maybe the town should not announce how much funds they have available to build the boat ramp. I make a motion to approve as presented with the

necessary administrative changes that need to occur by Isle of Wight County stormwater management.

Mr. Davidson – Second.

Chairman Pack – A motion has been made and properly seconded. Is there any other discussion?

Vice Chairman Bryan – I have one question. Apparently, quite a few residents fish out there. Will there be any restrictions or anything?

Chairman Pack – It will probably be better for them honestly. They can park closer to the fishing area. Only a small amount of the fishing area will be removed. If you look at the site work, you can see how much of the boardwalk remains and how much closer people can park. Is there any further discussion? Roll call vote.

On call for the vote, seven members were present. Vice Chairman Bryan voted aye, Mr. Davidson voted aye, Ms. Hillegass voted aye, Chairman Pack voted aye, Dr. Pope voted aye, Mr. Swecker voted aye, and Mr. Torrey voted aye. There were no votes against the motion. The motion passed.

Chairman Pack – Next, we have Approval of the February 13<sup>th</sup>, 2018 Meeting Minutes.

Town Attorney – Mr. Chairman and members of the Planning Commission, I recommend approval as presented.

Mr. Davidson – So moved.

Vice Chairman Bryan – Second.

Chairman Pack – A motion has been made and properly seconded. All in favor signify by saying aye, opposed say nay.

On call for the vote, seven members were present. Vice Chairman Bryan voted aye, Mr. Davidson voted aye, Chairman Pack voted aye, Dr. Pope voted aye, Mr. Swecker voted aye, Ms. Hillegass voted aye, and Mr. Torrey voted aye. There were no votes against the motion. The motion passed.

Chairman Pack – Ladies and gentlemen, we are adjourned.

The meeting adjourned at 7:19 p.m.



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Mr. Randy Rack  
Chairman



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William G. Saunders, IV  
Director of Planning, Engineering and  
Public Works