

The Smithfield Planning Commission held its regular meeting on Tuesday, September 13th, 2016. The meeting was called to order at 6:30 p.m. Members present were Mr. Bill Davidson, Chairman; Mr. Charles Bryan, Vice Chairman; Mr. Mike Swecker, Mr. Randy Pack, Dr. Thomas Pope, and Mr. Michael Torrey. Ms. Julia Hillegass was absent. The staff members present were Mr. William H. Riddick III, Town Attorney and Mr. William G. Saunders IV, Planning and Zoning Administrator. There was one (1) citizen present. The media was not represented.

Chairman Davidson – I would like to welcome everyone to the Town of Smithfield's Planning Commission meeting of September 13th, 2016. If everyone will please stand, we will say the Pledge of Allegiance.

Everyone present stood and recited the Pledge of Allegiance.

Chairman Davidson – The first item on the agenda tonight is the Planning and Zoning Administrator's Activity Report.

Planning and Zoning Administrator – Thank you, Mr. Chairman. I just have a couple of items tonight. The first is the Clontz Park Public Boat Ramp which has gone out for bid. We are seeking a contractor to build that project. We are wrapping up the last of the paperwork on the stormwater management process and the ongoing shared use agreement for the Smithfield Foods Parking Lot Expansion. I would also like to thank the Planning Commission members that assisted, by being proctors, at the August 30th Comprehensive Plan meeting. It was greatly appreciated. That is all I have tonight.

Chairman Davidson – Next we have Upcoming Meetings and Activities. On September 19th and 20th at 4:00 p.m., we will have the Town Council Committee meetings. On September 20th at 6:30 p.m., we will have a meeting of the Board of Historic and Architectural Review. The Board of Zoning Appeals meeting on September 20th has been cancelled. The next Town Council meeting will be October 4th, 2016 at 7:30 p.m. On October 10th, the town offices will be closed in observance of Columbus Day. The Planning Commission will meet again on October 11th that 6:30 p.m. The next item on our agenda is Public Comments. I think we can dispense with that tonight since we have no public. Our next item is Planning Commission Comments. Does anyone have any comments? Hearing none, we will move to Preliminary and Final Site Plan

Smithfield, applicant. Could we have a staff report please?

Planning and Zoning Administrator – Thank you, Mr. Chairman. Obviously, the Town of Smithfield is the applicant for this project. We are seeking preliminary and final approval of this site plan for this public use sports complex. As you may be aware, the town has procured the land with private donations and assistance from the county. We are proposing to build a Little League facility that will house five (5) baseball fields, a multi-purpose field capable of supporting Little League soccer and football, a paved track, concession stand, and a playground. In an effort to expedite this process and keep the project moving along, we have brought you the site plan for review tonight. However, there will be a couple more items coming to you at future meetings. One will be the architectural plans for the concession stands as well as the landscape plan for your review and approval for the Entrance Corridor Overlay District. We are in the process of working with the Virginia Department of Transportation on Turn Lane Warrant studies. We are working back and forth with comments on that. There will probably be an addendum to this site plan coming back to you in the future for a turn lane. At this time, we ask for preliminary and final review and approval on the site plan as it stands with the contingency that Isle of Wight County stormwater management comments be satisfied appropriately and with the understanding that we will probably be coming back to you with an addendum for the turn lane in the right of way.

Chairman Davidson – Thank you. Are there any questions or comments?

Dr. Pope – I have a question. I did not see a front gate or anything. Is this going to be open to the public like a park would be or permission only to go on the fields and the track?

Planning and Zoning Administrator – There is going to be a brick gate and somewhat of a fence; similar to the brick fence out in front of the Smithfield Center. If you look at page CS-100, on about the seventh sheet in, you can see on either side of the entrance the brick pillars and brick gates there. They will be able to put a chain across there between those gates across the driveway. It will not be a dawn to dusk facility like so many of our parks because there will be night games. When the last of

the people who facilitate the games leave, they will be locking the gate to keep motor vehicles out. We do not envision fencing the entire facility at this time.

Vice Chairman Bryan – Each ball field has a fence around it. Is that correct?

Planning and Zoning Administrator – Each ball field has a fence that facilitates stopping the balls and the backstop. There will be fences that you would normally see on the back edges of the outfield; but as far as the entire facility being fenced in to keep out unwanted pedestrians; no.

Mr. Pack – I have a comment. I have shared it with some of the members that are working on this. I would encourage that the parking lot go ahead and be paved. We are trying to find money for that. It is set right now with curb and gutter but it is a gravel surface. The stormwater plan is being prepared to handle asphalt since gravel has to be treated as asphalt. The entrance is paved but it stops at the parking lot. I would encourage the committee to look at getting the remainder of the parking lot paved. It is never going to be easier to get it done.

Dr. Pope – I agree. I feel the same way. I feel like this is going to be a really nice complex and a gravel parking lot really does not do it justice. They are great for about six (6) months and then gravel parking lots tend to not look that great. On tournament weekends, people just start parking all over the place when there are no lines and stuff like that.

Planning and Zoning Administrator – There is a plan to have bumper blocks to delineate the spaces. At least it will not be completely ‘willy nilly.’ They will see the bumper block. Your comments are certainly duly noted.

Mr. Pack – It is a function of money. Hopefully, we can find some funds somewhere and get that if possible. It does not stop our approval process. I do not think we could stop it just for paving and I am not trying to.

Chairman Davidson – I think your comment is well founded, Mr. Pack, I agree. I have never been a big fan of gravel parking.

Mr. Pack – As I understand it, the engineers have done some studies. I was hoping that Jamie Weist would be here tonight to give us some of that.

Planning and Zoning Administrator – Studies on what?

Mr. Pack – On the asphalt. Mr. Andrew Gregory has told me that there is a price out there on that and what it would cost to asphalt the parking area.

Planning and Zoning Administrator – I can certainly get that information. Handicap parking has to be a hard surface. There is an overflow parking area to the right on sheet CS-100 to the right of the primary parking that will be a grass overflow parking area. You can see the overflow parking better on sheet CS-102.

Dr. Pope – On that page, what is the sidewalk that comes up to the entrance? It says 'VDOT standard sidewalk.' What does that mean versus sidewalks that are in the facility itself?

Planning and Zoning Administrator – The sidewalks within the facility will be concrete. The side walk that comes up from the entrance similar to the gravel parking is proposed to be an aggregate surface. Once you are parked in there, you will be walking on concrete. At this time, the one to the road is shown as a loose aggregate rather than concrete all the way to the road.

Dr. Pope – Is it attaching to another sidewalk at the road?

Planning and Zoning Administrator – The plan, at this time, is to incorporate a sidewalk at the road on the turn lane addendum that would connect to the sidewalk in front of the school. The sidewalk network already takes you from town to the school. The hope is to extend the sidewalk from the school grounds to this facility as part of the turn lane addendum.

Dr. Pope – Will this sidewalk go in during the initial construction or if they do the sidewalk across the school? I would think we would want similar materials to be used; wouldn't we? In the sense of why would you go from concrete at the road to a loose aggregate and then back to concrete?

Planning and Zoning Administrator – Well, again, they are trying to spend money where they want to spend it and not spend it where they do not need to spend it. I guess the thought is that a lot of this is phased in. Even though they are showing this long section of sidewalk as aggregate, the hope would be that the aggregate would hopefully be a sub-base at some point in the future where they would pour concrete on top of it later. To get the most bang for the buck and get the project going, there have been basically some 'add items' where if there is plenty of money it will be concrete. If there is

not, it would be an 'add item' and this could be aggregate just to start similar to the parking lot. The way the money is looking right now it is probably going to be aggregate. A lot of this is being phased-in based on the amount of money that we have to work with. The track around the soccer and football field is proposed to be pavement and not aggregate.

Chairman Davidson – Are there any other comments or questions?

Vice Chairman Davidson – At what point will we know about the VDOT turn lane? Will it just be one additional turn lane for traffic coming from the town?

Planning and Zoning Administrator – We submitted a Turn Lane Warrant Analysis to VDOT. It proposes, due to the majority of projected people coming to use this facility are coming from town rather than the county, a modified right turn lane with no left turn lane. They sent comments back that said that they agree with everything you have; but wanted to know what the basis is for knowing that kids are coming from one direction and not the other. We were actually able to get the existing addresses of the kids playing ball for the league now and mapped the addresses to prove that our numbers were correct based on who is there now. VDOT has tentatively approved our modified proposal for a right turn lane. They have also agreed with our contention that a left turn lane is not warranted. Now, the engineers are working on drawing the right turn lane as VDOT has said that they approve it. We did the analysis and turned it in. They gave us comments back. We answered those comments. They gave us feedback so now we are drawing it up based on VDOT's second round of comments. We are a good way into it but not far enough to have it as part of the plan today.

Vice Chairman Bryan – So there will not be a left turn lane.

Planning and Zoning Administrator – Eighty (80%) percent of the people are coming from the town end of Main Street and twenty (20%) percent from the county based on who was in the league last season. If we do future expansion or future phases, we will need to revisit the left turn lane. At this time, it only warrants a right turn lane.

Vice Chairman Bryan – At the intersection of Waterworks Road, with just daily traffic trying to make turns there; there are risks trying to make a left turn. The traffic that is coming from Windsor and stopping there impedes the flow of traffic.

Planning and Zoning Administrator – Based on the number of people that would use a facility of this size, and only twenty (20%) percent coming from that direction, it does not warrant a turn lane.

Mr. Swecker – Who pays for the turn lane? Does the sports complex pay for that or does the state cover that?

Planning and Zoning Administrator – The applicant pays for the turn lane. It is a cost of the project.

Dr. Pope – At some point in the future, if it is determined that there is a need for a turn lane, is the applicant still responsible?

Planning and Zoning Administrator – Most likely, it would not change later once the facility is built. It is only if you add more features to the facility that would change the use then they might have to revisit it. As it is built, it is kind of grandfathered from that time in history once VDOT approves it. If the facility is expanded then it is revisited.

Chairman Davidson – So has VDOT signed off on this?

Planning and Zoning Administrator – They have signed off on our contention that the right turn lane is warranted. They gave us the waiver that we sought on a three hundred (300) foot turn lane rather than a four hundred (400) foot turn lane. We just need to draw it up and have them approve the drawing of it, basically.

Dr. Pope – Will a speed limit change be necessary in this region?

Planning and Zoning Administrator – We actually had hoped to get a speed limit change related to this. It turns from forty-five (45) miles per hour to fifty-five (55) miles per hour right about where this entrance is. We had hoped to move that to the town limits at Waterworks Road but it is kind of a catch twenty two. You cannot request the speed limit to be changed unless the facility is there to cause the requirement for the change.

Chairman Davidson – So you have to build it first.

Planning and Zoning Administrator – Yes. You have to build it first and then ask for the speed warrant rather than ask for the speed warrant and then build it. We actually may be putting more of a turn lane in than may be necessary if the speed were further down. Be that as it may, we may revisit the speed once the facility is built. We

cannot before. We have attempted in the past to lower it but it did not warrant it because nothing was built there.

Mr. Pack – As far as sanitary sewer, was it decided to just put in a pump station and move to the existing sanitary sewer that is a little further down the road?

Planning and Zoning Administrator – We had a stroke of good luck on that. Originally, a pump station was planned and a force main to take it down to the nearest manhole which is in front of the elementary school. It was determined, because the land rises so much as you go out of town, that we could gravity flow all the way from the main concession stand all the way down to the right of way and then back to that manhole. We will probably put a full size main in the right of way from that point which could also potentially feed other development along there. It was a stroke of good luck that we do not need a pump station.

Mr. Pack – Excellent.

Chairman Davidson – Yes that would have been a big expense.

Dr. Pope – Going back to the turn lane issue, since the current proposal today is only using about a third to a half of the parcel that is available, if there is future expansion that occurred back at Waterworks Road would there be a separate entrance point at that juncture if they developed more ballfields or another park? Would they have to create a separate entrance to have two (2) separate entrances at two (2) separate locations?

Planning and Zoning Administrator – Most likely, the sports complex in the foreseeable future will not expand all the way down to Waterworks Road; so, probably not. However, in the future, if there is some type of commercial development on that corner then there probably would be access on both frontages. In no future plan is this project foreseen to take the entire farm.

Vice Chairman Bryan – Is it possible to get statistics on the number of accidents that happen at the intersection of Waterworks Road and Route 258?

Planning and Zoning Administrator – I guess it is possible but I do not know who would compile that data.

Dr. Pope – I am thinking about the entrance to Nike Park kind of being the same way. It is forty-five (45) miles per hour through there with no real turning lane from either direction. This one will have one for turning.

Chairman Davidson – Are there any more comments or questions? Hearing none, I will entertain a motion.

Mr. Pack – Mr. Chairman, I would like to make the motion to approve the preliminary and final site plan as presented with the understanding that it is contingent upon Isle of Wight County stormwater management review and the turn lane addendum that we expect to see for the project as well.

Mr. Torrey – Second.

Chairman Davidson – A motion has been made and properly seconded. All in favor say aye, opposed say nay.

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

Chairman Davidson – Our next item is Approval of the August 9th, 2016 Meeting Minutes.

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

Mr. Torrey – So moved.

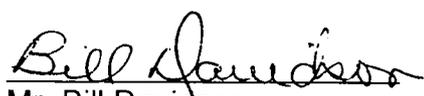
Mr. Swecker – Second.

Chairman Davidson – A motion has been made and properly seconded. All in favor say aye, opposed say nay.

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

Chairman Davidson – Is there any further business? Hearing none, we are adjourned.

The meeting adjourned 6:54 p.m.



Mr. Bill Davidson
Chairman



William G. Saunders, IV
Planning and Zoning Administrator