

The Smithfield Planning Commission held its regular meeting on Tuesday, May 13th, 2014. The meeting was called to order at 7:30 p.m. Members present were Ms. Julia Hillegass, Vice Chair, Mr. Larry Odom, Mr. Randy Pack, Mr. Charles Bryan, and Dr. Thomas Pope. Mr. Michael Swecker and Mr. Bill Davidson were absent. Staff members present were Mr. William T. Hopkins III, Director of Planning, Engineering and Public Works and Mr. William G. Saunders IV, Planner/GIS Coordinator. There were no citizens present.

Vice Chair Hillegass – I would like to welcome everyone to the May 13th, 2014 Planning Commission meeting. If everyone will stand, we will say the Pledge of Allegiance.

Everyone present stood and recited the Pledge of Allegiance.

Vice Chair Hillegass – For those who would like to remain standing, Mr. Odom will offer a word of prayer.

Mr. Odom – Lord, we pray that the decisions that we make are based upon the wisdom that you give us and it also impact favorably for the Town of Smithfield. We ask this prayer humbly through your Son, our Lord, Jesus Christ. Amen.

Vice Chair Hillegass – The first item on the agenda is the Director of Planning, Engineering and Public Works Activity Report.

Director of Planning, Engineering and Public Works – Staff is addressing the Zoning Ordinance Amendments and Comprehensive Plan Review then we will meet with two of the Planning Commission members probably sometime in June. The Riverside Healthcare Magnolia Manor expansion has begun the review process. We have met with them. There are a few changes. It will not be any larger than it is now. It is scaled down a little bit. Cypress Creek Phase VII B & C have been submitted to us but we do not have a full package for review. There is more paperwork that they need to address before we start that process. On Phase VII A we have issued a Land Disturbing permit. I would like to thank Ms. Virginia Smith for the work she has done for the town over the years. Dr. Thomas Pope will be taking her place. I have known him for quite a while. It is great to have you with us.

Dr. Thomas Pope – Thank you. I appreciate the opportunity.

Vice Chair Hillegass – Next we have Upcoming Meetings and Activities. The Town Council Committee meetings will be on May 19th and 20th. The Board of Historic and Architectural Review meeting will be on May 20th. Town offices will be closed in observance of Memorial Day on May 26th. The Town Council meeting will be June 3rd. The next Planning Commission meeting is on June 10th. Next we have Public Comments. We do not have anyone signed up to speak. Next is Planning Commission Comments. I would like to welcome Dr. Thomas Pope to the Planning Commission. I know he will be a great addition. I wanted to make all of you aware of a training opportunity. Mr. Mike Chandler, Director of Education at PlanVirginia will be hosting a Land Use Education Seminar on Thursday, May 29th at the Omni Hotel in Charlottesville, Virginia from 8:30 a.m. until 4:45 p.m. It is about the major legislative actions that passed during the last session. I have been told that there is money in the budget if anyone would like to attend. The seminars are pretty good. There are several things that passed in session that impacts local government. If you are interested in attending please let Mr. Saunders or Mr. Hopkins know.

Director of Planning, Engineering, and Public Works – In the future I will make sure that all of you are on the list to receive their emails. If you ever see any seminars or conferences that you would like to attend please let us know.

Vice Chair Hillegass – Next is a Final Site Plan Review - Livengood Project, Carver Avenue – Mr. Bob Kellam, Mr. Bob Livengood, applicants. Could we have a staff report please?

Director of Planning, Engineering, and Public Works – I will give more detail since some may not be as familiar with it. The package includes a scaled down site plan. Please keep in mind that this is final approval on this tonight. The Planning Commission has already granted preliminary approval at a previous meeting. The property owner is Mr. Bob Livengood. He lives at 906 Talbot Drive. He proposes to build a contractor's office and storage yard in the subdivision of Pinewood Heights. We are excited about it. It is a total of four parcels of land. This will be the first one under construction in this area. It is on Carver Avenue. The property is zoned (CI) Commercial/Industrial. It is the only area in the town that is zoned Commercial/Industrial because of the configuration of the lots and the locations of the road. Just about

anything being built in the Pinewood Heights development will have to incorporate three individual lots to meet the minimum overall lot size. This parcel is .530 acres total. He has met all of our zoning ordinance requirements. There are a few minor comments that still need to be addressed. Those things will not affect the overall site plan. It has been a fairly long process. We really looked at it closely. We are excited to see this particular development in that area.

Vice Chair Hillegass – What kind of stormwater issues are there?

Director of Planning, Engineering and Public Works – We made sure that the calculations met today's standards. It is not going to involve scaling it to size of the drainage issues or the culverts that has been addressed. Mr. William Saunders, Planner/GIS Coordinator discussed it with our consultant. Staff feels comfortable granting the applicant final approval contingent upon a few minor comments being addressed.

Vice Chair Hillegass – Are there any questions for staff?

Mr. Pack – I will make a motion to approve the final site plan as recommended by staff with the few minor outstanding stormwater management calculation revisions to be finalized administratively.

Mr. Odom – Second.

Vice Chair Hillegass – A motion has been made and properly seconded. All those in favor signify by saying aye, opposed say nay.

On call for the vote, five members were present. Vice Chair Hillegass voted aye, Mr. Bryan voted aye, Mr. Odom voted aye, Dr. Pope voted aye, and Mr. Pack voted aye. There were no votes against the motion. The motion passed.

Vice Chair Hillegass – The next item on our agenda is the Approval of the April 8th, 2014 Meeting Minutes.

Director of Planning, Engineering and Public Works – I discussed the matter with the Town Attorney, Mr. Riddick. He felt that the minutes were done perfectly. There were no corrections.

Mr. Pack – I will make a motion that we approve the minutes as presented.

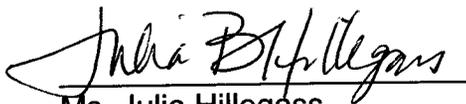
Mr. Odom – Second.

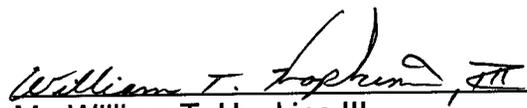
Vice Chair Hillegass – A motion has been made and properly seconded. All those in favor signify by saying aye, opposed say nay.

On call for the vote, five members were present. Vice Chair Hillegass voted aye, Mr. Bryan voted aye, Mr. Odom voted aye, Dr. Pope voted aye, and Mr. Pack voted aye. There were no votes against the motion. The motion passed.

Vice Chair Hillegass – The meeting is adjourned.

The meeting adjourned at 7:39 p.m.


Ms. Julia Hillegass
Vice Chair


Mr. William T. Hopkins III
Director of Planning, Engineering &
Public Works