

At a regular meeting of the Planning Commission of the County of Warren held in the Warren County Government Center Board Room on March 8, 2017:

Present: Scott Stickley, Chairman; Robert Myers, Vice-Chairman; Lorraine Smelser; Hugh Henry; Ralph Rinaldi; also present Taryn Logan, Planning Director; Dan Whitten, County Attorney; Matt Wendling, Planner; Charlie Morrison, Zoning Officer; and Cindy Kokernak, Secretary.

Call to Order:

Chairman Stickley called the meeting to order at 7:00 pm.

Adoption of Agenda:

Chairman Stickley announced the first item on the agenda is to adopt the agenda. Ms. Smelser moved to adopt the agenda as presented. Mr. Myers seconded the motion which passed on the following vote:

Ayes: Stickley, Myers, Smelser, Henry and Rinaldi

Approval of Minutes:

Chairman Stickley stated that the next item is the approval of the regular meeting minutes of February 8, 2017. On a motion by Ms. Smelser and seconded by Mr. Henry, the regular meeting minutes of February 8, 2017 were approved as presented by the following vote:

Ayes: Stickley, Myers, Smelser, Henry and Rinaldi

Public Presentations:

Public presentations are limited to issues that are not included on the meeting agenda. It is intended as an opportunity for the public to give input on relevant planning issues, and not intended as a question and answer period. Chairman Stickley asked if anyone had presentations to bring before the Planning Commission. There were no public presentations.

Public Hearings:

Chairman Stickley announced that 2017-02-01 was withdrawn by the applicant.

2017-02-02

Laura Gomez

Chairman Stickley introduced a request for a conditional use permit for a kayaking/boating/fishing equipment rental business. The property is located at 62 Cedar Mountain Lane, is zoned Agricultural (A), and identified on tax map 19J, section 1, as parcel 1.

Ms. Logan shared that the applicant owns a small outdoor adventure company that primarily focuses on customized river trips that involve kayaking, tubing and fishing excursions. She is looking to add river trips in Clarke County as well and feels her home serves as a good central location. She is proposing to move the business to her home. She will use her home as a home office and will use the garage for the storage of equipment. There will be no employees at the residence except for the owner. Staff recommends that if the Planning Commission recommends approval of this application, the following conditions shall be applied:

1. All equipment for the business (kayaks, tubes, fishing equipment, etc.) shall be stored within the enclosed garage.
2. The business at this property shall not be open to the public.
3. One non-illuminated sign shall be permitted for the business; a maximum of two square feet in size.

Ms. Logan stated that the public hearing has been properly advertised and all adjacent property owners were notified. The Planning Department received some emails in support of this application which are included in your packets.

Chairman Stickley opened the public hearing; no one came forward to speak so he closed the public hearing. The Commission had no questions or concerns.

Ms. Smelser stated that it looks like the neighbors certainly support her.

Mr. Myers agreed that everything looks in line.

Mr. Rinaldi moved that the Planning Commission forward this application to the Board of Supervisors with the recommendation to approve the conditional use

permit request of Laura Gomez for a kayaking/boating/fishing equipment rentals business with the conditions as recommended by Staff.

Mr. Myers seconded the motion which passed by the following vote:

Ayes: Stickley, Myers, Smelser, Henry and Rinaldi

This will be on the April 18th Board of Supervisors meeting agenda.

2017-02-03

Shan and Brian Duckworth

Chairman Stickley introduced a request for a conditional use permit for private use camping. The property is located on Benny's Beach Road, is zoned Residential One (R-1), and identified on tax map 13A, section 2, block 2, as lots N & M.

Mr. Wendling shared that this property is located in the Special Flood Hazard Area zone "AE" and partially within the Floodway, and is zoned Residential One (R-1). The applicants primarily want to use the property for recreation only. They have no intent of building any structures. They plan on using a port-a-john seasonally while they are there and using the property. This conditional use would establish a principle use and allow the property to have a 160 square foot shed for storage of maintenance and/or recreational equipment. We have not received any calls about this particular property since last month's Planning Commission meeting. Staff does recommend the standard conditions that we put on private use camping conditional use permits:

1. The campers are to be kept in road worthy condition with valid tags and inspection decals.
2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.
3. Campers shall be on site fewer than 180 consecutive calendar days in any one year for recreational use of the property only.
4. The applicant shall comply with all Warren County Health Department regulations and requirements.

5. No more than two (2) major recreational vehicles, as defined by Section §180-10(B)(1) of the Warren County Zoning Ordinance, or tents shall be parked, stored or used on any lot or combination of contiguous lots under the ownership of one (1) property owner.
6. This permit shall be reviewed by the Warren County Planning Staff annually for compliance.
7. The applicant shall comply with Section §180-40.1 of the Warren County Zoning Ordinance regarding noncommercial camping (Private Use Camping).
8. The applicant shall post the property with a lot/parcel number for Fire and Emergency Rescue Services and have an emergency egress plan for removal of the recreational vehicles prior to a predicted flood event.
9. If a port-a-john is leased for use, a copy of the contract shall be submitted to the Planning Department.

Mr. Wendling stated that this public hearing has been properly advertised and adjacent property owners have been notified. The applicants are here this evening and Mr. Wendling offered to answer any questions.

There were no questions by the Planning Commission so Chairman Stickley opened the public hearing. No one came forward to speak so Chairman Stickley closed the public hearing.

Mr. Henry moved that the Planning Commission forward this application to the Board of Supervisors with the recommendation to approve the conditional use permit request of Shan and Brian Duckworth for private use camping with the conditions as recommended by Staff.

Ms. Smelser seconded the motion which passed by the following vote:

Ayes: Stickley, Myers, Smelser, Henry and Rinaldi

This matter will also be on the April 18th Board of Supervisors meeting agenda.

Commission Matters:

None of the Planning Commission members had comments at this time.

Mr. Whitten shared that the General Assembly is wrapped up so they are looking at all the bills that passed. He hasn't seen any yet that will require changes to the County Code. The bill to make short-term tourist rentals by-right in the Agricultural (A) zone did not pass.

Ms. Logan shared that at today's staff meeting Mr. Stanley updated them that the Middle School is ahead of schedule and should be completed in June; then they will start their punch list items. He also said that Leach Run Parkway is to be completed in May. She just approved a site plan for Dominion Power. They are going to do an auxiliary parking lot at their facility where you keep going straight on Kelley Court; it is about 280 spaces. That has been under review. We are still working with Wal-Mart and Royal Farms on their site plans and with Marriott on their easements.

Ms. Smelser moved for adjournment; Mr. Henry seconded the motion which was unanimously passed.

The meeting was adjourned at 7:12 pm.

Chairman