



TOWN OF SMITHFIELD

"The Ham Capital of the World"

January 6, 2016

TO: PLANNING COMMISSION

FROM: WILLIAM G. SAUNDERS, IV, AICP, CZA
PLANNING AND ZONING ADMINISTRATOR

RE: PLANNING COMMISSION MEETING

The Planning Commission will hold its regular meeting on Tuesday, January 12th, 2016 at 6:30 PM in Conference Rooms A & B in the Smithfield Center.

If you have any questions, please call me at (757) 365-4266 or email me at wsaunders@smithfieldva.gov.

Enclosures

cc: Town Council
William H. Riddick, III, Town Attorney
The Smithfield Times
The Daily Press
File

DEPT. OF PLANNING, ENGINEERING, AND PUBLIC WORKS

310 Institute Street, P.O. Box 246 • Smithfield, VA 23431 • (757) 365-4200 • Fax (757) 357-9933
www.smithfieldva.gov • Local Cable Channel 6

**SMITHFIELD PLANNING COMMISSION
MEETING AGENDA**

January 12, 2016

1) Planning and Zoning Administrator Activity Report

- Cary & Main (Pierceville) Future Land Use Change
- Cary & Main (Pierceville) Rezoning
- O'Reilly Auto Parts

2) Upcoming Meetings and Activities

January 15th - Town offices will be closed in observance of Lee / Jackson Day
January 18th - Town offices will be closed in observance of Martin Luther King Day
January 19th - 6:30 p.m. -- Board of Historic & Architectural Review
January 19th - 7:30 p.m. -- Board of Zoning Appeals – Cancelled
January 25th - 4:00 p.m. -- Town Council Committee Meetings
January 26th - 4:00 p.m. -- Town Council Committee Meetings
February 2nd - 7:30 p.m. -- Town Council Meeting
February 9th - 6:30 p.m. -- Planning Commission Meeting

3) Public Comments

The public is invited to speak to Planning Commission on any matters, except scheduled public hearing(s). Please use the sign-up sheet. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

4) Planning Commission Comments

5) Election of Officers

6) *Public Hearing*** Special Use Permit – Columbarium - Clay Griffin, Trinity**

Methodist Church, applicants. (Staff report, SUP application, public notice, site plan, renderings and manufacturer's information enclosed.)

- a) Public Hearing Opened
- b) Public Hearing Closed
- c) Consideration

7) *Public Hearing*** Special Sign Exception – Detached Sign With Individual**

Tenant Panels – Christa Pickrell, Cardinal Sign Corp., applicants. (Staff report, SSE application, public notice, site plan and sign rendering enclosed.)

- d) Public Hearing Opened
- e) Public Hearing Closed
- f) Consideration

8) Approval of the November 10, 2015 meeting minutes (Enclosed)

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NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.
Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Planning Commission Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 365-4200 at least 24 hours prior to the meeting date so that proper arrangements may be made.
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**STAFF REPORT
TO THE PLANNING COMMISSION**

SPECIAL USE PERMIT

*****PUBLIC HEARING*****

January 12, 2016

Special Use Permit For:	Columbarium (As per Article 3.D: C.1)
Applicant Name & Address	Clay Griffin for Trinity Methodist Church 201 Cedar Street Smithfield, VA 23430
Property Owner Name & Address	Trinity Methodist Church 201 Cedar Street Smithfield, VA 23430
Property Location & Description	East of the intersection of Cedar Street and South Mason Street Parcel ID # 21A-01-303
Statistical Data (See Plat)	
Current Zoning	DN-R, Downtown Neighborhood Residential
Parking Requirements	No additional parking required.
Existing Use	Church
Proposed Use	Church w/ Columbarium
Surrounding Land Uses/Zoning	S-R, Suburban Residential
Conformity with Comprehensive Plan	Future Land Use is Low Density Residential.

Staff Comments

The applicant is seeking Special Use Permit approval to expand their services with the addition of a columbarium. The proposed columbarium would be on the east side of the Church building, near S. Mason Street and would accommodate a maximum of 200 urns under this permit. The proposed columbarium style includes 15 in. x 15 in. niches, which hold four urns each. The columbarium, as well as a small memorial garden area, would be enclosed within brick walls and be accessible from dawn to dusk.

Strengths:

1. Would provide the Church the opportunity to accommodate their members' internment without the space necessary for a cemetery.

Weaknesses:

1. None identified at this time.

If you have questions about this item, please contact William Saunders at 365-4266.



TOWN OF SMITHFIELD

310 Institute Street, P. O. Box 246 Smithfield, VA 23431
(757) 365-4200 Fax (757) 357-9933

APPLICATION FOR:

- Special Use Permit Variance Special Yard Exception
 Special Sign Exception Other

Applicant(s) Name: Trinity United Methodist Church
Address: 201 CEDAR STREET
City, State, Zip: Smithfield, VA. 23430
Phone Number(s): 757 615 5401

Property Owner(s) Name: SAME AS ABOVE
Address: _____
City, State, Zip: _____
Phone Number(s): _____

Property Address: SAME AS ABOVE

Tax Map Number(s): _____

Property Description: Columbarium on Trinity Church property -
MEMORIAL GARDEN on site of Academy property -

Zoning: _____ Acreage: _____ Application Fee: 400.00

Legal Reference: _____ Deed Book#: _____ Page#: _____

Proposed Use/Exception: _____

CONSTRUCT A MEMORIAL GARDEN in the "ACADEMY" AREA -
Construct A functional Columbarium on the Church
property.
Drawings ARE included in the package.

Clay H. Sullivan
Applicant(s) Signature

11/16/15
Date

Applicant(s) Signature

Date

NOTICE OF PUBLIC HEARING
PLANNING COMMISSION OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Planning Commission of the Town of Smithfield, Virginia, will hold a public hearing at the regular meeting of the Planning Commission in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, January 12, 2016 at 6:30 p.m. to consider the application of Trinity United Methodist Church for a special use permit under the provisions of Article 3.D, Section C-1, and Article 6 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve the use of the property for the construction of a columbarium and memorial garden. The property which is the subject of this special use permit is Trinity United Methodist Church has the address of 201 Cedar Street and is located at the intersection of Cedar Street and N. Mason Street. The property is identified as Map Parcel #21A-01- 303 & 358 on the current land records for Isle of Wight County.

The property in question is zoned DN-R, Downtown Neighborhood Residential District.

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection in the offices of the Planning and Zoning, 310 Institute Street, Smithfield, Virginia 23430.

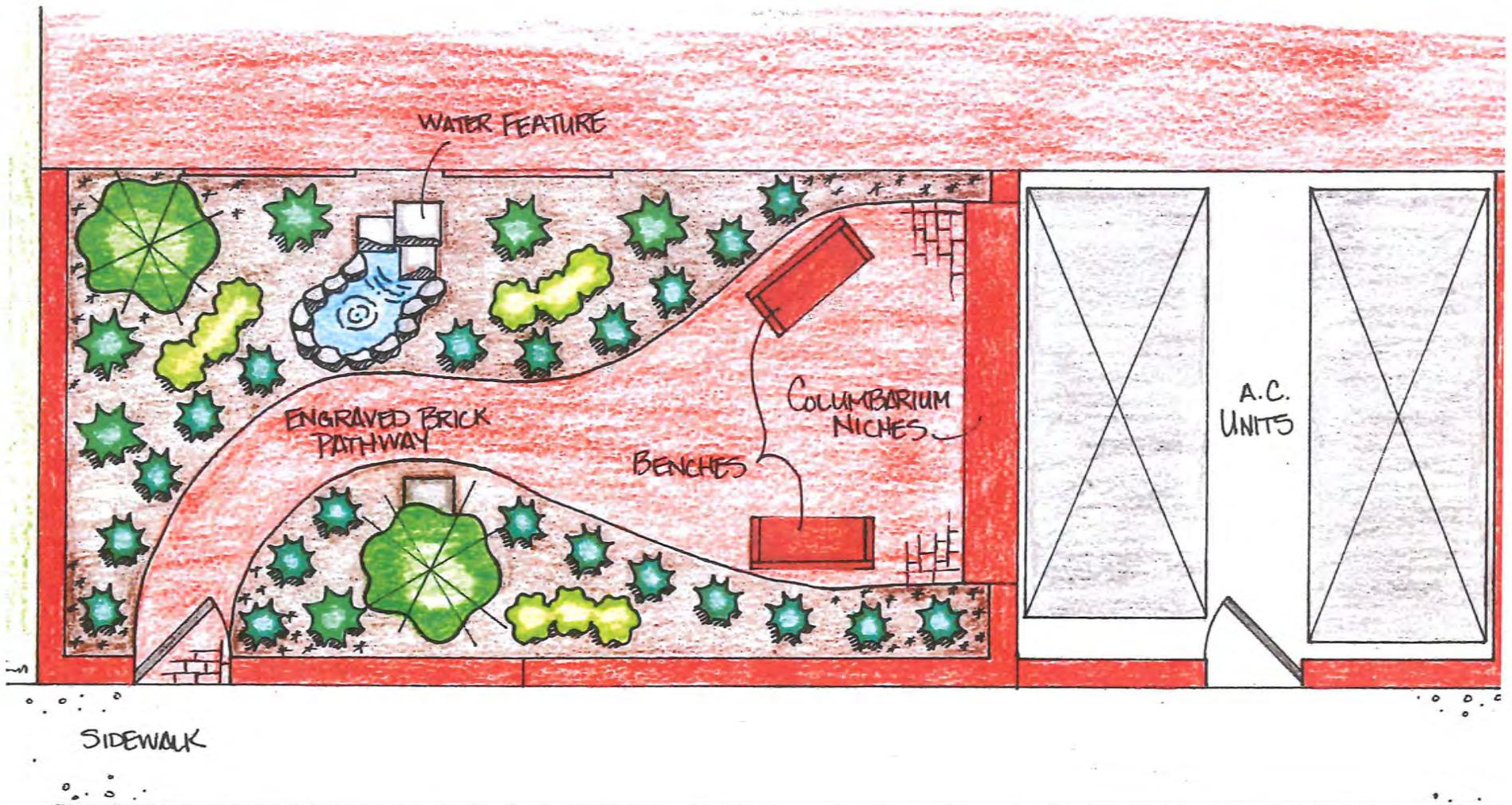
TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: December 30, 2015 and January 6, 2016



TRINITY UNITED METHODIST CHURCH
PROPOSED COLUMBARIUM ELEVATION



TRINITY UNITED METHODIST CHURCH
PROPOSED COLUMBARIUM
SCALE 1" = 6'

COMBO & CUSTOM NICHE SIZES

8" x 8", 12" x 12", and custom



**STAFF REPORT
TO THE PLANNING COMMISSION
SPECIAL SIGN EXCEPTION**

January 12, 2016

Applicant Name	Christa Pickrell Cardinal Sign Corp. 2629 Dean Drive Virginia Beach, VA 23452
Current Property Owner Name & Address	CIG Cypress Run Plaza, LLC 13400 Benns Church Boulevard Smithfield, VA 23430
Property Location & Description	13400 Benns Church Boulevard Approx. 250 ft. south of the intersection of Benns Church Blvd. and Cypress Run Drive (Tax Map # 32-10-002)
Statistical Data (See Site Plan)	
Current Zoning	HR-C, Highway Retail Commercial
Overlay District	ECO, Entrance Corridor Overlay District
Proposed Special Sign Exception	To have individual tenants listed on the detached sign for a shopping center of 25,000 square feet or more
Surrounding Land Uses/Zoning	Adjacent parcels are zoned HR-C, Highway Retail Commercial, C-C, Community Conservation
Conformity with Comprehensive Plan	Current future land use plan shows the land as Retail Commercial

Staff Comments

The applicant is seeking a Special Sign Exception (SSE), under the provisions of Article 10, Section L. of the Zoning Ordinance, to allow individual tenants to be listed on the detached sign for a shopping center of 25,000 square feet or more. The shopping center is exactly 25,000 square feet of floor area, thereby missing the opportunity for permitted individual tenant signage on the detached sign by one (1) square foot. In all other ways, the proposed detached sign plan meets the ordinance requirements.

A few ordinance and guideline sections to consider regarding this application are as follows:

SIGN REGULATIONS

Groups of Businesses: Article 10: Sign Regulations, Section K.4.g. A group of two or more contiguous stores or businesses per building shall combine permitted detached signs to provide a single detached sign advertising the businesses. Such sign shall:

(1) Have a maximum area of 100 square feet, or a maximum of 32 square feet of sign area per business, whichever is less.

(2) Have a maximum height of 15 feet...

Shopping Centers: Article 10: Sign Regulations, Section K.4.h. Additional regulations for individual stores within shopping centers.

(1) Individual tenants within a shopping center of 25,000 square feet or more of gross leasable area shall be subject to the following restrictions:

(2) Individual tenants shall combine permitted detached signs to provide a single detached sign advertising the shopping center. One detached sign shall be allowed per street frontage. Such sign shall:

- (a) Have a maximum sign area of 150 square feet;
- (b) Have a maximum height of 15 feet;
- (c) Advertise the name of the shopping center only...

DESIGN GUIDELINES

Signs: EC-O Guidelines, Site Guidelines, III.G

1. A unified and comprehensive sign/graphics plan is required for all new developments in the ECO district, and strongly encouraged for existing development...
11. Internally lit signs shall use an opaque background so only letters are lit.

EXCEPTION CONSIDERATIONS

Considerations for Exceptions: In considering an application for a special sign exception, the Planning Commission shall give due regard to the specific guidelines and standards of this Section and those listed elsewhere in this Ordinance, and in general to the nature and condition of adjacent uses and structures, and probable effect upon them of the proposed exception. The Planning Commission shall also take into account the special characteristics, design, location, construction, method of operation, effect on nearby properties, or any other aspects of the particular sign that may be proposed by the applicant. (Article 10: Sign Regulations, Section L.2)

Adverse Effect: If it should find, after the hearing, that the proposed sign will not adversely affect the health, safety, or welfare of persons residing or working on the premises or in the neighborhood, will not unreasonably impair the character of the district or adjacent districts, nor be incompatible with the general plans and objectives of the official Comprehensive Plan of the Town of Smithfield, nor be likely to reduce or impair the value of buildings or property in surrounding areas, but that such sign will be in substantial accordance with the general purpose and objectives of this Ordinance, then the Planning Commission may grant the exception and authorize the issuance, of a special sign exception permit. (Article 10: Sign Regulations, Section L.3)

Should the Planning Commission choose to grant this SSE, town planning staff recommends consideration of the following condition:

1. That future individual tenant panel changes on the detached sign maintain the same color scheme as those approved.

If you have any questions about this item, please contact William Saunders at 365-4266.



TOWN OF SMITHFIELD

310 Institute Street, P. O. Box 246 Smithfield, VA 23431
(757) 365-4200 Fax (757)357-9933

APPLICATION FOR:

- Special Use Permit Variance Special Yard Exception
- Special Sign Exception Other

Applicant(s) Name: Cardinal Sign Corporation
 Address: 21029 Dean Drive
 City, State, Zip: VA Beach, VA 23452
 Phone Number(s): 757.563.9310

Property Owner(s) Name: CIG Cypress Run Plaza LLC
 Address: 13400 Benns Church Blvd.
 City, State, Zip: Smithfield, VA
 Phone Number(s): _____

Property Address: 13400 Benns Church Blvd.
 Tax Map Number(s): 32-10-002
 Property Description: Cypress Run Plaza Shopping Center.

Zoning: HR-C Acreage: _____ Application Fee: \$150⁰⁰
 Legal Reference: _____ Deed Book#: _____ Page#: _____

Proposed Use/Exception: Install (1) new s/c monument sign @ 100ft @ 15' OAH. (Removing existing sign). @ 20' setback. s/c is exactly 25000ft which allows only s/c name on sign, Client requesting text panels on sign. 24,999ft or less allows for the text panels - only 1 foot difference.

[Signature]
Applicant(s) Signature

12/10/15
Date

Applicant(s) Signature

Date

NOTICE OF PUBLIC HEARING
THE TOWN OF SMITHFIELD PLANNING COMMISSION
SPECIAL SIGN EXCEPTION

Notice is hereby given that the Planning Commission of the Town of Smithfield, Virginia, will hold a public hearing at the regular meeting of the Planning Commission in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia on Tuesday, January 12, 2016, at 6:30 p.m. to consider the application of Christa Pickrell of Cardinal Sign Corporation, applicant and CIG Cypress Run Plaza, LLC, owner, for a special sign exception under the provisions of Article 10, Section L. of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, that would allow individual tenants to be listed on a detached sign for a shopping center of 25,000 square feet or more. The property upon which the sign is located is at 13400-13474 Benns Church Boulevard, Tax Parcel #32-10-002 (Cypress Run Plaza). The provisions of Article 10: Sign Regulations, Section K.4.h.2. restricts shopping centers of 25,000 square feet or more to advertising the name of the shopping center only on detached signs. The property in question is zoned HR-C, Highway Retail Commercial District.

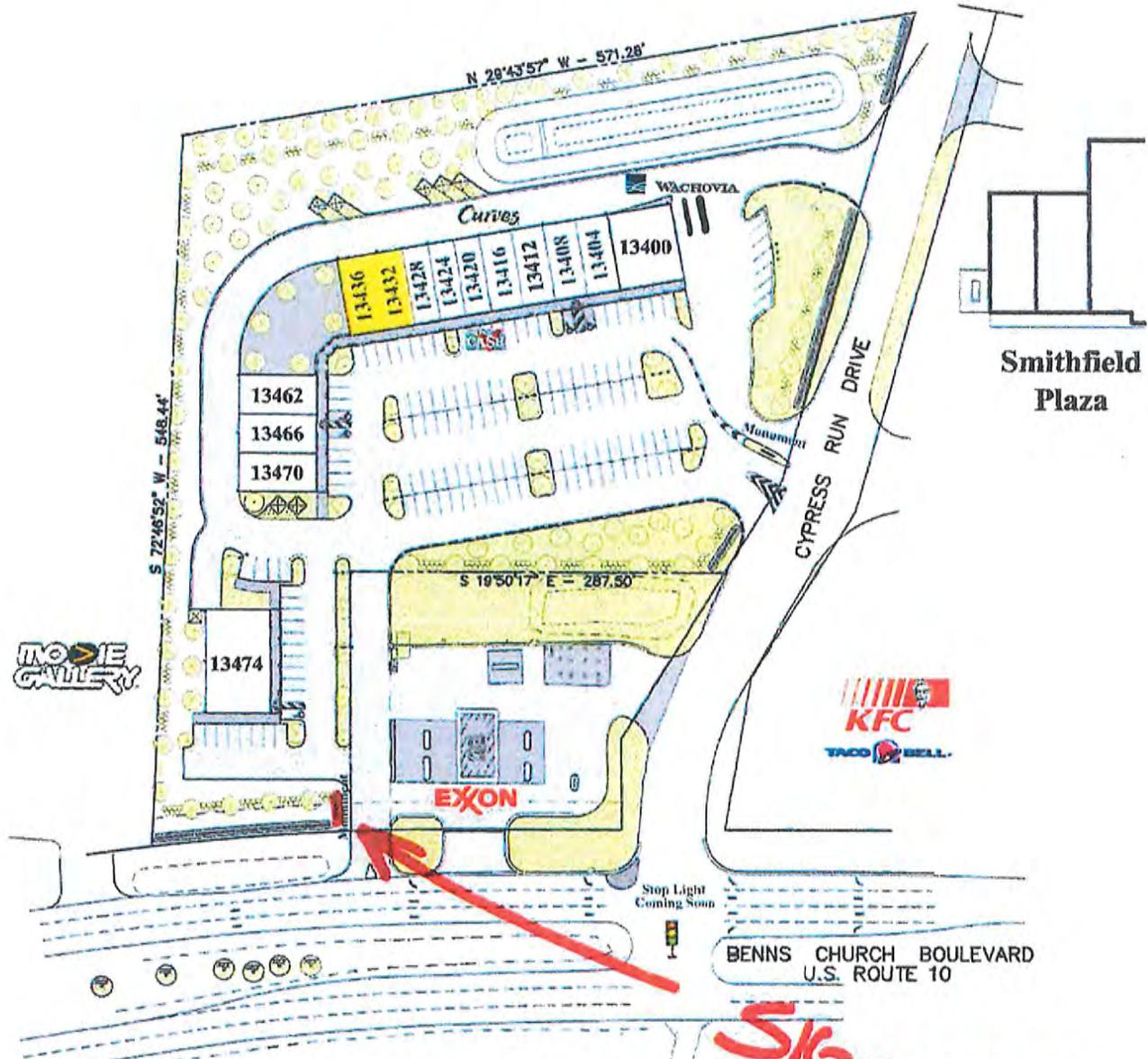
Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special sign exception are available for inspection in the Department of Planning, Engineering, & Public Works, 310 Institute Street, Smithfield, Virginia.

TOWN OF SMITHFIELD, VIRGINIA

By: Lesley G. King, Clerk.

Publish: December 30, 2015 and January 6, 2016

Cypress Run Plaza - Smithfield, Virginia 23430



Smithfield Plaza

Sign here 20' setback

Building 1		
Suite	Tenant	SF
13436	Jalapenos	2,700
13432		
13428	Reflections Styling Studio	1,500
13424	Weightloss Forever	1,500
13420	Check Into Cash	1,200
13416	Curves	1,500
13412	Ultimate Tan	1,500
13408	XtC Nails	1,200
13404	The Elegant Alternative	1,500
13400	Wachovia	3,000

Building 2		
Suite	Tenant	SF
13462	Jerry's Restaurant	3,570
13466		
13470	Best Cleaners	1,830

Building 3		
Suite	Tenant	SF
13474	Movie Gallery	4,000



PROPERTY OF



2628 Dean Drive
Virginia Beach, Va. 23452

Phone:
(757) 486-3412
Fax:
(757) 486-7658
E-Mail:
JPHELPS@
CARDINALSIGN.COM

Client:
**Cypress Run
Plaza**

Sign Location:
13400 Berns Church Blvd
Smithfield VA

Design No.:
25783-R8

Designer:
KD

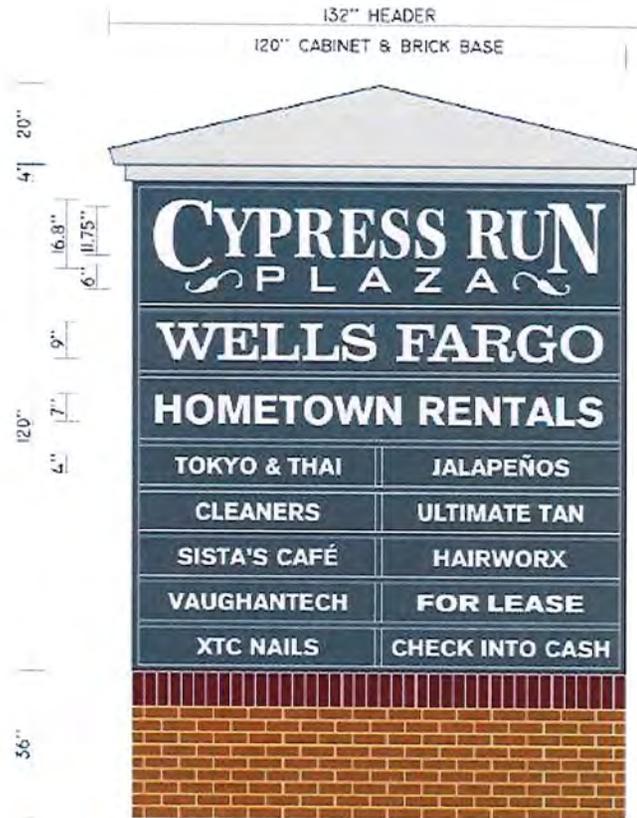
Salesman:
Jerry Phelps

Scale:
3/8"-1'-0"

Date:
1-5-16

Customer Approval:

Date: _____



D/F INTERNALLY ILLUMINATED SIGN
- BLACK OPAQUE BACKGROUND W/ LIT LETTERS
- BRICK TO MATCH BUILDING