



TOWN OF SMITHFIELD

"The Ham Capital of the World"

March 2, 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, March 8th, 2016 at 6:30 PM in Conference Rooms A & B in the Smithfield Center.

Please call me at (757) 365-4266 or email me at wsaunders@smithfieldva.gov with any questions.

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**

March 8, 2016

- 1) **Planning and Zoning Administrator Activity Report**
 - Joseph W. Luter, Jr. Sports Complex

- 2) **Upcoming Meetings and Activities**
 - March 15th - 6:30 p.m. -- Board of Historic & Architectural Review
 - March 15th - 7:30 p.m. -- Board of Zoning Appeals – Cancelled
 - March 28th - 4:00 p.m. -- Town Council Committee Meetings
 - March 29th - 4:00 p.m. -- Town Council Committee Meetings
 - April 5th - 7:30 p.m. -- Town Council Meeting
 - April 12th - 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) *****Public Hearing*** Special Use Permit – Waiver of Paved Parking and Curb and Gutter – Clontz Park Public Boat Ramp Facility - Town of Smithfield, applicant.**

(Staff report, SUP application, public notice and site plan enclosed.)

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

- 6) **EC-O Design Review – Exterior Renovations and Sign Plan – 1007 S. Church St. - Norm Whitten, Q-Daddy’s BBQ, applicants.** (Staff report, exterior and sign renderings enclosed.)

- 7) **EC-O Design Review – Exterior Renovations and Sign Plan – 1808 S. Church St. - Tabitha Perkins, Total Image Solutions, applicants.** (Staff report, exterior and sign renderings, and site photo enclosed.)

- 8) **Approval of the January 12, 2016 meeting minutes** (Enclosed)

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.

**STAFF REPORT
TO THE
PLANNING COMMISSION**

March 8, 2016

SPECIAL USE PERMIT REVIEW

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

Applicants Name & Address	Town of Smithfield P. O. Box 246 Smithfield, VA 23431
Property Owners Name & Address	Town of Smithfield P. O. Box 246 Smithfield, VA 23431
Property Location & Description	Clontz Park, Clontz Way East of the N. Church Street Bridge (21-01-099)
Statistical Data (See Site Plan)	
Current Zoning	I-2, Heavy Industrial
Current Use	Public Park and Public Fishing Pier
Proposed Additional Use	Public Boat Ramp
Surrounding Land Uses/Zoning	I-2, Heavy Industrial District; E-C, Environmental Conservation District
Conformity with Comprehensive Plan	Consistent with future land use designation of Parks and Recreation

Staff Comments

The applicant is requesting a special use permit for the 'Waiver of Parking and Loading Requirements' at Clontz Park under the provisions of Article 3.L (I-2, Heavy Industrial), Section C.33 and Article 6 (Special Use Permits) of the Zoning Ordinance.

The relief sought regards Article 8 (Parking and Loading Requirements), Section B.6.a, which reads: *For all residential, institutional and commercial uses (other than single family residential off-street parking and as otherwise addressed by the HP-O District), all required off street parking spaces and drives shall be constructed of an all-weather, stabilized, dust free surface (concrete, bituminous concrete, paving blocks, or other similar material) with curb, guttering and drainage improvements.*

The applicant proposes to use a gravel surface for the required off street parking spaces and drives, with no curb and guttering.

Please contact William Saunders at 365-4266 or wsaunders@smithfieldva.gov with questions.



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: TOWN OF SMITHFIELD
Address: P.O. Box 246
City, State, Zip: SMITHFIELD, VA 23431
Phone Number(s): 757-365-4266

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

Property Address: CLONTZ WAY, SMITHFIELD, VA 23430
Tax Map Number(s): 21-01-099
Property Description: CLONTZ PARK

Zoning: I-2 Acreage: 5.9 Application Fee: WAIVED
Legal Reference: _____ Deed Book#: _____ Page#: _____

Proposed Use/Exception: WAIVER OF PARKING & LOADING REQUIREMENTS;
FOR THE USE OF A GRAVEL PARKING LOT AND TRAVEL WAY WITH
NO CURB AND GUTTER FOR A PUBLIC BOAT RAMP.

[Signature]
Applicant(s) Signature

FEB. 1, 2016
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, March 8, 2016 at 6:30 p.m. to consider the application of the Town of Smithfield, owner, for a special use permit under the provisions of Article 3.L., Section C., 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 a waiver of parking and loading requirements to permit the use of a gravel parking surface without curb and gutter for the off street parking area. The property which is the subject of this special use permit is the Clontz Park property located on Clontz Way on the northeast side of the North Church Street bridge which is identified as Tax Map Parcel No. 21-01-099 on the current Tax Maps for Isle of Wight County. The property in question is zoned Heavy Industrial District (I-2). The applicant proposes to construct a boat launch facility upon the property.

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 Department of Planning, Engineering, & Public Works, 310 Institute Street, Smithfield, Virginia.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: February 24 and March 2, 2016

**STAFF REPORT TO THE
PLANNING COMMISSION**

March 8, 2016

ENTRANCE CORRIDOR OVERLAY DISTRICT DESIGN REVIEW

Applicant Name & Address	Norm Whitten Q-Daddy's BBQ 1007 South Church Street Smithfield, VA 23430
Current Property Owners	Zhen Zi Li P. O. Box 12944 Newport News, VA 23612
Property Location & Description	1007 South Church Street Northeast of the intersection of Ransdell Lane & South Church Street
Statistical Data (See Conceptual Plan)	
Current Zoning	Highway Retail Commercial (HR-C)
Total Acreage	.66 acres (Parcel area)
Tax Map No.	21A-01-505B
Existing Use	Retail store (Currently Vacant)
Proposed Use	Restaurant
Surrounding Land Uses/Zoning	Highway Retail Commercial (HR-C); Residential Office (R-O); Multi-Family Residential (MF-R)
Comprehensive Plan Designation	Adopted future land use plan map designates the land for Retail / Commercial. The proposed use is compatible with the future land use plan map.

Project Overview

The applicant proposes to renovate the existing structure, install attached signage and reface the existing detached sign. Find enclosed the proposed elevations and sign plan.

Staff Comments

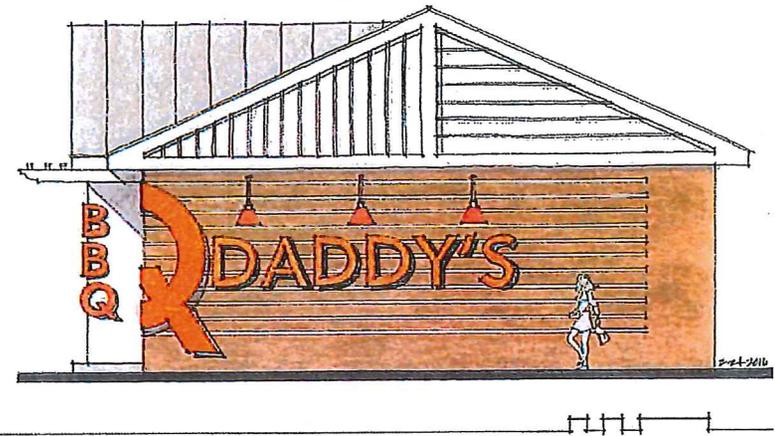
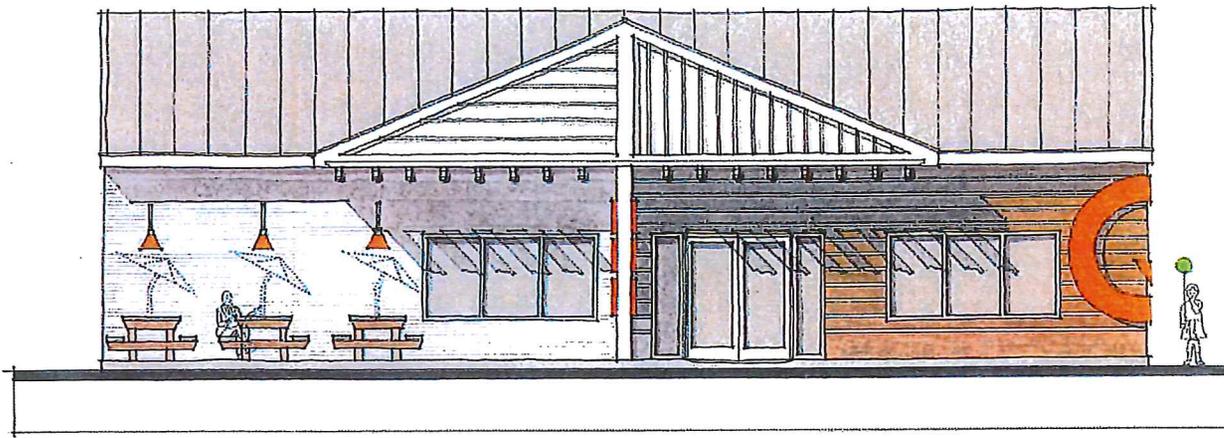
Strengths:

1. Proposed building uses materials and colors are consistent with the EC-O Guidelines.
2. Proposed sign plan is consistent with the EC-O Guidelines.
3. The proposed project will put a vacant property in the retail corridor to productive use.

Weaknesses:

1. None identified at this time.

Please contact William Saunders at 365-4266 or wsaunders@smithfieldva.gov with questions.



COME
and **GO**

**DELI &
CONVENIENCE**

**No
Panels**

Q-Daddy'sTM
BAR-B-QUE

Smokin' Good Food

**STAFF REPORT TO THE
PLANNING COMMISSION**

March 8, 2016

ENTRANCE CORRIDOR OVERLAY DISTRICT DESIGN REVIEW

Applicant Name & Address	Tabitha Perkins Total Image Solutions 196 Theater Road South Hill, VA
Current Property Owners	Franklin Properties, LLC 100 Bowers Road Franklin, VA 23851
Property Location & Description	1808 South Church Street Approx. 500 ft. northwest of the intersection of Benns Church Boulevard & S. Church St.
Statistical Data (See Conceptual Plan)	
Current Zoning	Highway Retail Commercial (HR-C)
Total Acreage	1.50 acres (Parcel area)
Tax Map No.	22-01-005D
Existing Use	Retail store & fuel outlet
Proposed Use	Retail store & fuel outlet
Surrounding Land Uses/Zoning	Highway Retail Commercial (HR-C); Planned Shopping Center (PS-C); Community Conservation (C-C)
Comprehensive Plan Designation	Adopted future land use plan map designates the land for Retail / Commercial. The proposed use is compatible with the future land use plan map.

Project Overview

The applicant proposes to change colors on the existing structure and existing gas island canopy, install attached signage on the canopy and reface the existing detached sign, as the station is changing from Sunoco to BP. Find enclosed the proposed elevations and sign plan.

Staff Comments

Strengths:

1. Proposed building uses materials and colors are consistent with the EC-O Guidelines.
2. Proposed sign plan is consistent with the EC-O Guidelines.

Weaknesses:

1. None identified at this time.

Please contact William Saunders at 365-4266 or wsaunders@smithfieldva.gov with questions.

Existing Building Fascia:

- Proposed Fascia painted white



Proposed Building Fascia:



Customer:	BP
Company:	
Address:	1808 S. Church St.
City:	Smithfield
State/ZIP:	VA
Phone:	
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TOTAL IMAGE SOLUTIONS
 THE PETROLEUM IMAGE SPECIALISTS
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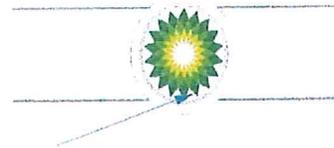
Job No.:	Design By: Raheem Roberson
Order Date:	Salesperson: JASON DAWSON
Client Approval Signature	
Comments:	

Existing Canopy:

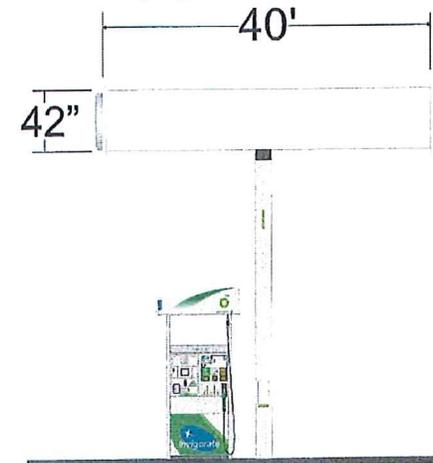


Proposed Canopy:

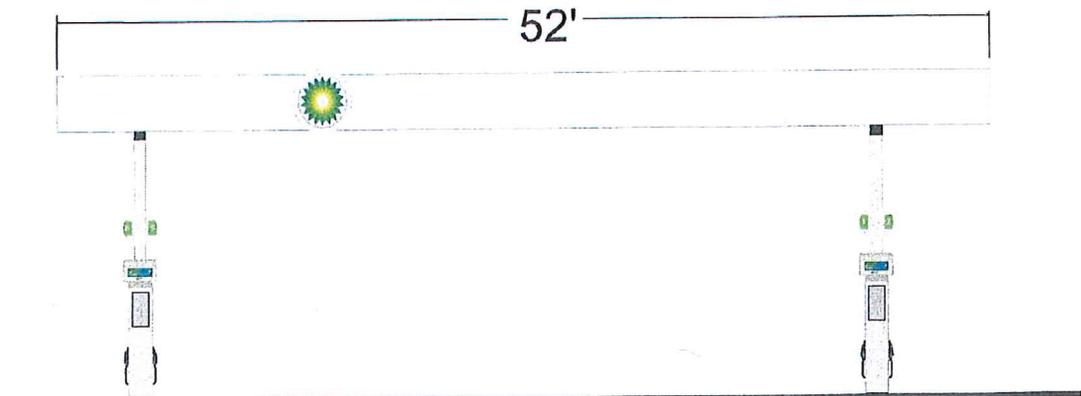
CANOPY DETAIL



Helios Sign - 44" dia (9 sq. ft. each)
- 2 signs total - 18 sq ft.



Primary Fascia Elevation



Secondary Fascia Elevation

Customer:	BP
Company:	
Address:	1808 S. Church St.
City:	Smithfield
State/ZIP:	VA
Phone:	

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TOTAL IMAGE SOLUTIONS
THE PETROLEUM IMAGE SPECIALISTS
434-774-6439

Job No.:	Design By: Raheem Roberson
Order Date:	Salesperson: JASON DAWSON
Client Approval Signature	
Comments:	

New BP price sign adapt to existing foundation

Proposed Sign: 42.9 sq. ft, 15¼ OAH

Existing Sign: 42.9 sq. ft, 15¼ OAH



opaque

Customer:	BP
Company:	
Address:	1808 S. Church St.
City:	Smithfield State/ZIP: VA
Phone:	
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Job No.:	Design By: Raheem Roberson
Order Date:	Salesperson: JASON DAWSON
Client Approval Signature	
Comments:	

Google Maps 1808 S Church St



Imagery ©2016 Google, Map data ©2016 Google 50 ft

reface
canopy

reface
free standing