

The Smithfield Planning Commission held its regular meeting on Tuesday, July 11<sup>th</sup>, 2017. The meeting was called to order at 6:30 p.m. Members present were Mr. Randy Pack, Chairman; Mr. Charles Bryan, Vice Chairman; Mr. Bill Davidson, Ms. Julia Hillegass, Mr. Mike Swecker, Dr. Thomas Pope, and Mr. Michael Torrey. The staff members present were Mr. William G. Saunders IV, Planning and Zoning Administrator and Mr. William H. Riddick, III, Town Attorney. There were three (3) citizens present. The media was not represented.

Chairman Pack – Good evening ladies and gentlemen. Welcome to the Smithfield Planning Commission meeting of July 11<sup>th</sup>, 2017. We will start our meeting with the Pledge. Please stand.

*Everyone present stood and recited the Pledge of Allegiance.*

Chairman Pack – Thank you all. The first item on the agenda is the Planning and Zoning Administrator's Activity Report.

Planning and Zoning Administrator – Thank you, Mr. Chairman. I just want to mention that the Smithfield Foods/Smithfield Center parking lot expansion is nearly complete. They are wrapping up a few minor odds and ends. They are already parking in there now. Also, with the Joseph W. Luter Jr. Sports Complex, the site work is going along very well. The concession stand is taking form. We are soon to be submitting the next iteration of the turn lane plans for review by VDOT. Thank you.

Chairman Pack - Our next item is Upcoming Meetings and Activities. If you stick around after this meeting, at 7:30 p.m. we will have our Town Council meeting. It was delayed this month. On July 18<sup>th</sup> at 6:30 p.m., we will have the Board of Historic and Architectural Review meeting. The Board of Zoning Appeals meeting has been cancelled for this month. On July 24<sup>th</sup> and 25<sup>th</sup> at 4:00 p.m., we will have our Town Council Committee meetings here at the Smithfield Center. The next Town Council meeting will be held on August 1<sup>st</sup>, 2017 at 7:30 p.m. Planning Commission will meet again on August 8<sup>th</sup> at 6:30 p.m. The next item on the agenda is Public Comments. The public is invited to speak to the Planning Commission on any matter except scheduled public hearings. We have a signup sheet. If you have not signed up, we will still allow you to speak. We ask that comments are limited to five (5) minutes per person. Any required response from the town will be provided in writing following the meeting. Do we

have anyone signed up for public comments? We have no signups tonight. Does anyone wish to speak? Hearing none, we will move to Planning Commission Comments. Are there any comments? Hearing none, we will move to Entrance Corridor Overlay District Review – Joseph W. Luter, Jr. Sports Complex Landscape Plan – 900 W. Main Street – Town of Smithfield, applicant. Could we have a staff report please?

Planning and Zoning Administrator – The landscape plan for the sports complex is before you tonight. There will actually be two (2) different actions on that. The first of which will be the entrance corridor design review that mostly relates to the streetscape. The later vote will be for the landscape portion of the site plan review. When you reviewed the site plan, you did not have the landscape plan at that time. Currently, as you stated, the Town of Smithfield is the applicant seeking entrance corridor overlay design approval for the landscape plan at the sports complex. The only elements that relate to the entrance corridor are the landscaping for the road frontage. The entrance corridor overlay district regulations prioritize the maintenance of existing vegetative buffers where practical and that a buffer be enhanced or created where such vegetation is insufficient or non-existent for trees and shrubs. The ECO streetscape requirements also mandate a tree per forty (40) feet of road frontage. Further, they also allow for the modification of the buffer area with views and vistas to existing recreational or open space areas, whether natural or manmade serve to contribute to the overall visual environment. In that case, with the tree plantings in addition to the existing vegetative landscape buffers, staff feels that these mandates are satisfied in the plan with the eight (8) red maples, without shrubs involved, due to the views and vistas of the existing recreational open space areas; but that is certainly up to the Planning Commission to decide.

Chairman Pack – Thank you. Are there any questions or concerns for Mr. Saunders? Hearing none, I will entertain a motion.

Ms. Hillegass – Mr. Chairman, I move to approve as presented.

Mr. Swecker – Second.

Chairman Pack – A motion has been made and properly seconded. Roll call vote.

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

Chairman Pack – Our next items is Preliminary and Final Site Plan Review – Joseph W. Luter, Jr. Sports Complex Landscape Plan – 900 W. Main Street – Town of Smithfield, applicant. Could we have a staff report please?

Planning and Zoning Administrator – Yes, sir. In the previous action, you were really only looking at sheet L2. This action encompasses all of the sheets of the landscaping plan. It includes landscaping for the road frontage, parking areas, and the stormwater BMP's. Just as a side note, Isle of Wight County stormwater division has approved the plan proposed for the BMP's which go by state regulations. As you are aware, in an effort to expedite the construction of the complex, the project was divided into several components. Some of which you have seen. Some of which you are yet to see. Tonight, the landscaping plans are before you for preliminary and final plan review. Staff recommends approval.

Chairman Pack – Are there any questions for Mr. Saunders? This is really not the first time we have seen this plan. We have approved other things that go along with this but this is for the landscaping. The BMP's are pretty highly landscaped according with state regulations.

Ms. Hillegass – I think it looks good. I move to approve as presented.

Planning and Zoning Administrator – We actually did modify some of the BMP plans to decrease the maintenance costs. However, they certainly meet or exceed the state regulations in their current form.

Mr. Davidson – Second.

Chairman Pack – A motion has been made and properly seconded. Roll call vote.

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

Chairman Pack – Our next item is Approval of the June 13<sup>th</sup>, 2017 Meeting Minutes.

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

Mr. Davidson – So moved.

Ms. Hillegass – Second.

Chairman Pack – A motion has been made and properly seconded. All in favor signify by saying aye, opposed say nay.

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

Chairman Pack – Is there any further business for the Planning Commission? We have had a very quick meeting this evening. We are adjourned.

The meeting adjourned at 6:40 p.m.



Mr. Randy Pack  
Chairman



William G. Saunders, IV  
Planning and Zoning Administrator