

The Smithfield Planning Commission held its regular meeting on Tuesday, November 9<sup>th</sup>, 2021, at 6:30 p.m. at the Smithfield Center.

**Members present:**

Randy Pack – Chairman  
Charles Bryan – Vice Chairman  
Mike Swecker  
Thomas Pope  
Michael Torrey  
Raynard Gibbs

**Members absent:**

Julia Hillegass

**Staff present:**

Joseph Reish – Planning Technician  
William H. Riddick, III – Town Attorney

**Press:** Stephen Faleski of the Smithfield Times

**Citizens:** 3

Chairman Pack welcomed everyone to the meeting. All in attendance stood for the Pledge of Allegiance.

**Planning Technician's Report:**

Joseph Reish reported that Summit Design & Engineering Services, PLLC, the Town consultants for the 2020/2021 Comprehensive Plan update, are incorporating the comments received from the three comprehensive plan working sessions and working on a draft. The representative for 1400 South Church Street is scheduled to provide an update for the abatement plan, at the November 2021 Town Council Committee meeting. As of the October Town Council Committee meeting, the representative was searching for a new surveyor to complete the site plan work. On Monday, November 1<sup>st</sup>, 2021, Town staff received a Conditional Use Permit application from Isle of Wight County for courtesy review. It concerns the anticipated development of a proposed Wawa site (Southeast corner of Turner Drive and Benns Church Boulevard). Town staff are awaiting comments, if any, from the Fire, Police, and Public Works & Utilities Departments, while simultaneously developing their own. Town staff wanted the Planning Commission to be aware of the proposed development, and we welcome any additional comments for the County.

**Upcoming Meetings and Activities:**

Tuesday, November 16<sup>th</sup>, 6:30 PM – Board of Historic & Architectural Review Meeting  
Monday, November 22<sup>nd</sup>, 3:00 PM – Town Council Committee Meetings  
Tuesday, November 23<sup>rd</sup>, 3:00 PM – Town Council Committee Meetings  
Tuesday, December 7<sup>th</sup>, 6:30 PM – Town Council Meeting  
Tuesday, December 14<sup>th</sup>, 6:30 PM – Planning Commission Meeting

**Public Comments:**

Chairman Pack explained that the public was invited to speak to the Planning Commission on any matters, except scheduled public hearings. Please use the sign-up sheet. Comments are limited to five (5) minutes per person. The Town Attorney will let each speaker know when they

have one minute left. Any required response from the town will be provided in writing following the meeting.

There were no public comments.

**Planning Commission Comments:**

There were no Planning Commission Comments.

**Enclosure A – Conditional Use Permit for the proposed Wawa gasoline store and convenience store – Corner of Turner Drive and Bennis Church Boulevard, applicant:**

Chairman Pack stated that the Planning Commission will not vote on this application. It is adjacent to the town property. It has been the rule of the Isle of Wight Planning Commission to share plans with us if they are close to the town's borders. The Isle of Wight County Planning Commission are requesting any comments from the Town's Planning Commission for them to take into consideration.

Dr. Pope stated that the entrance off Turner Drive should be reconfigured so that it is located at the rear of the property. It should be a more defined road that would extend across the back of the property and provide access to the parking lot.

Chairman Pack stated that there is a left-hand turn lane into the back entrance after they just fixed Turner Drive.

Dr. Pope stated there should be a road back there instead of entrance and exit way for the gas station. He stated that the materials and landscaping seem appropriate for what we have reviewed in the past in the town limits.

Vice Chairman Bryan stated that it should have dedicated a right turn lane to the intersection.

Chairman Pack stated that there is a dedicated right turn lane at the intersection now. There is a straight through, left turn lane and right turn lane that they just finished increasing. He stated that it looks like they have a left turn lane into the Wawa.

Mr. Gibbs stated that he agrees with Dr. Pope assessment.

Chairman Pack stated that the Planning Commission would like for the County to look at the rear entrance to the Wawa to see if can be reconfigured.

Dr. Pope stated that he would propose a road around the parking lot like it is behind Advance Auto and O'Reilly's Auto. The road keeps the traffic from rushing through the parking lot when people are trying to back out of the parking spaces. He thinks there is going to be more businesses aligned there in the future.

The Town Attorney stated that on the site map it shows a proposed sixty-foot private cross access easement.

Dr. Pope stated that there will be two turn lanes in and off Turner Drive right next to each other.

The Town Attorney stated that maybe that is where an entrance should be instead of what they are proposing. He asked how do they square this when there is a sixty-foot access easement cross the back which he assumes is to gain access to the next parcel over which is likely to happen someday and there will be an entrance way thirty-feet away.

Chairman Pack stated that if you take the entrance that they have and pull it at the back of the property where the private cross access easement opposed to leaving it where it is.

The Town Attorney stated that they need to put the entrance within bounds of the sixty-foot access easement.

Dr. Pope stated that ingress and egress off Route 10 that would be in the corner would seem to shift outside of the boundary. He stated that it would make more sense to make the ingress and egress where they are making that road go across the back and down the side. He stated that he cannot image VDOT will let every business have their own ingress and egress off Route 10. He stated that maybe they are going to allow one right lane to be share with the next one over.

**Entrance Corridor Overlay (ECO) Design Review Application – 800 W. Main Street, Isle of Wight Central Office, C/O Christopher Coleman applicant:**

The Planning Technician reported that the applicant is seeking approval to replace the existing Isle of Wight County School Board Sign located in the front of the property near the entrance to Westside Elementary School and the Isle of Wight County School Board Office. The replacement sign will be a monument-style sign where the entire structure is eight feet tall by twelve feet wide. The actual face of the sign will be thirty-six inches by seventy-two inches. The two vertical posts will be wrapped in stone. The wood not covered by the stone will be painted white. The top railings will be treated lumber and will not be painted. The lighting for the sign will come from the existing streetlight near the sign's location. The applicant has submitted a landscaping plan for the proposed sign. The bed size will be approximately sixteen feet by twenty-two feet. There will be a total of twenty-two plants: Six plants will be soft Touch Holly; ten plants will be Drift Rose "Pink" and six Dwarf Hameln Grass.

The applicant, Mr. Christopher Coleman, of 511 Cedar Street, Smithfield, Virginia explained that he represents the Executive Director of Support Services and Operation for Isle of Wight County School. He explained that this is going to be a student lead project.

Councilman Pack stated that the landscaping plan is wonderful. He stated that they would like assurance from the school system that the landscape will continue to look good going forward.

Mr. Coleman stated that anything that we add to Isle of Wight County School Division it is already covered under the landscaping plan that they have with a outside vendor SSC. The landscaping will continue to look good moving forward.

Vice Chairman Bryan stated that he would like to commend the students for taking action.

Mr. Gibbs made a motion to approve the application as presented and Dr. Pope seconded the motion. With no further discussion, Chairman Pack called for the vote.

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

**Entrance Corridor Overlay (ECO) Design Review Application Site Plan Amendment Application – 19290 Battery Park Road, Harvest Fellowship C/O John Anderson, applicant:**

The Planning Technician reported that the applicant is seeking approval to erect a twenty foot by twenty-six-foot, five hundred and twenty square foot garage, with a roof peak of not

more than thirteen feet on the Northwest side of the property, next to the existing shed. The new garage will be covered in Hardie board siding which will be painted “light tan” to match the newly painted Youth Center and Office Building. The roof on the proposed shed will be a green metal roof to match the roof that is on the existing shed and Office Building. The proposed shed will replace the existing two hundred and twenty square foot shed, a two hundred and twenty-two square foot construction trailer and approximately three hundred and eighty square feet of excess building materials piled in the area. The applicant received a Special Area/Use Exemption from the Board of Zoning Appeals on October 19<sup>th</sup>, 2021. Town staff recommend approval with the condition that the applicant removes the two hundred square foot shed, two hundred and twenty-two square foot construction trailer, and approximately three hundred and eighty square feet of junk pile.

The applicant, Mr. John Anderson, of 1504 Kings Highway, Suffolk, Virginia. He stated that they have finished the office building and painted it to match the Youth Center behind it. They would like to put a garage on the other side to store some of the stuff that is in the existing junk pile. They plan to paint it to match the existing office.

Dr. Pope asked why he is not keeping the existing shed and relocate it.

Mr. Anderson stated that it is in bad shape.

The Town Attorney stated that it is non-conforming structure because it is in the front yard.

Chairman Pack stated that the Board of Zoning Appeals approved the garage, but they will have to remove the existing shed.

Dr. Pope made a motion to approve the application as presented with the condition that the applicant remove the shed, construction trailer, and junk pile and Mr. Swecker seconded the motion. With no further discussion, Chairman Pack called for the vote.

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

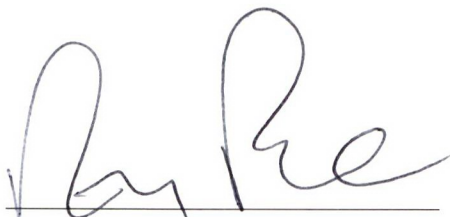
**Approval of the Tuesday, October 12<sup>th</sup>, 2021, Summary Meeting Minutes.**

The Town Attorney recommended the minutes be approved as presented.

Mr. Torrey made a motion to approve the minutes. Dr. Pope seconded the motion. Chairman Pack called for the vote.

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

The meeting adjourned at 6:58 p.m.



Randy Pack - Chairman



Joseph Reish – Planning Technician