

## PLANNING COMMISSION MINUTES

July 12, 2010

### MEMBERS PRESENT

Mrs. Evans  
Mr. Griffith  
Mrs. Pritchett  
Mr. Jennings  
Mr. Laramore

### MEMBERS ABSENT

Mr. Searce  
Mr. Jones

### STAFF

Clarke Whitfield  
Ken Gillie  
Christy Taylor  
Renee Blair  
Emily Scolpini (Intern)

The meeting was called to order by Chairman Griffith at 3:00 p.m.

### I. ITEMS FOR PUBLIC HEARING

1. *Rezoning Request PLRZ2010000017, filed by William Kelly and Paul Lewis, requesting to amend the Year 2020 Land Use Plan from Attached & Mixed Residential to Urban Single Family Residential and to rezone from M-R Multi-Family Residential to OT-R Old Town Residential, 0.362 acre of parcel number 57498 located on Hermitage Drive, otherwise known as Grid 0605, Block 001, Parcel 000008 of the City of Danville, Virginia Zoning District Map. The applicant is proposing to rezone the property in preparation for consolidation with 309 Wimbish Drive.*

Planning Technician Intern, Miss Scolpini read the Staff Report. Twenty-seven (27) notices were mailed to surrounding property owners within three hundred (300) feet of the subject property. Four (4) respondents were unopposed to the request; zero (0) were opposed to the request.

Open the Public Hearing.

Present on behalf of the request was Paul Lewis. Mr. Lewis stated that he was present to answer any questions.

There were no questions.

Close the Public Hearing.

**Mrs. Pritchett made a motion to recommend approval of Rezoning Request PLRZ2010000017 as submitted. Mr. Laramore seconded the motion. The motion was approved by a 5-0 vote.**

2. *Special Use Permit Application PLSUP2010000018, filed by James R. Bryson, requesting a Special Use Permit to allow for operation of a school in accordance with Article 3E: Section C, Item 14 of Chapter 41 of the Code of the City of Danville, Virginia, 1986 as amended at 425 Hughes Street, otherwise known as Grid 1611, Block 009, Parcel 000014 of the City of Danville, Virginia, Zoning District Map. The applicant is proposing to operate a private day school at this location providing educational and vocational training for individuals with disabilities.*

Mrs. Blair read the Staff Report. Forty-nine (49) notices were mailed to surrounding property owners within three hundred (300) feet of the subject property. Eleven (11) respondents were unopposed to the request; two (2) were opposed to the request.

Open the Public Hearing.

Present on behalf of the request was James Bryson. Mr. Bryson stated that he was present to answer any questions.

Mr. Jennings asked how many staff members will you have?

Mr. Bryson responded six (6).

Mr. Jennings asked what kind of training will they have?

Mr. Bryson responded they will be trained and educated so they can obtain a diploma or modified diploma. They will complete the program and receive vocational training to seek employment.

Mr. Laramore asked has this been operated somewhere before?

Mr. Bryson responded no, this is a new entry.

Mr. Jennings asked are there requirements for training of staff?

Mr. Gillie responded from a City aspect no. We do not regulate that. We regulate how the building is used, parking spaces, and other things like that. We do not regulate how they are trained.

Mr. Bryson stated they will be licensed from the Department of Education.

Mr. Griffith asked do you have any problems with the conditions of Staff?

Mr. Bryson responded no.

Close the Public Hearing.

**Mr. Laramore made a motion to recommend approval of Special Use Permit Application PLSUP2010000018 with conditions per staff. Mr. Jennings seconded the motion. The motion was approved by a 5-0 vote.**

### *3. Modifications to design guidelines for Historic Preservation Overlay (HP-O) District*

Open the Public Hearing.

Mr. Griffith asked do the guidelines apply to the houses within the area that have no historic significance? Do they apply to every piece of property within that area?

Mr. Gillie responded they do apply to every piece of property within the area. Those that have no historic significance, when they go in front of the Commission of Architectural Review, that is pointed out in the report to them. The structures, whether it was constructed in the 1950's or 1960's or something like that, the materials are different; those items are presented to the Board. This is a guideline that covers all historic structures, but those that are not considered historic have some leeway.

Mr. Griffith stated that is what I was wondering. Looking over some of the items in here, it did not specify whether or not those were included. Some were constructed during World War II and in the early 50's and there is little to no historic significance.

Mr. Gillie stated we try to keep them period specific. So if it was built in the 1950's or 1960's there may be materials and other things that are appropriate, but they are not subject to the same requirements as some of the historic structures.

Mr. Griffith asked who designed or re-did these, the Commission of Architectural Review?

Mr. Gillie responded yes, the Commission of Architectural Review reviewed and designed them. They are based on the Secretary of Interior Standards. They are modified by the Commission of Architectural Review.

Close the Public Hearing.

**Mrs. Pritchett made a motion to accept the modifications to design guidelines for Historic Preservation Overlay. Mr. Jennings seconded the motion. The motion was approved by a 5-0 vote.**

## II. ITEMS NOT FOR PUBLIC HEARING

### *1. Floodplain maps and regulations*

Mr. Gillie stated the City of Danville along with just about everybody else in the immediate area are receiving new flood plain maps. The floodplain maps become effective September 29, 2010. Part of that will require adopting the new maps and regulations by the September 29 date. We are here to present Planning Commission the preliminary maps, which are available in the Planning office. We are working with the State on adopting some regulation changes to our floodplain overlay district, and to the Zoning Code that will bring us into compliance with the National Flood Insurance program. We are here today to ask Planning Commission to authorize us to hold a public hearing for the meeting in August for recommendation of adoption the new floodplain maps and floodplain overlay ordinance.

**Mrs. Pritchett made a motion to hold a public hearing to recommend adoption of new floodplain maps and regulations. Mrs. Evans seconded the motion. The motion was approved by a 5-0 vote.**

### *2. Request for modification of parking requirements for Medical and Dental Office*

Mr. Gillie stated a request was made to City Council to modify the parking requirements for medical or dental office. They have asked Staff to check our regulations to see if they are consistent with those throughout the State as well as through National standards. Staff has started the review already, making the assumption that Planning Commission would recommend that we make this change. We found that our regulations, while they match some others, there may be some other ways that we can do it. If Planning Commission recommends it, we will hold a public hearing next month to bring back some changes on how we will regulate parking for a medical or dental office.

Mr. Griffith asked are we lumping medical and dental together or are we doing them separately?

Mr. Gillie responded currently they are lumped together. We were going to keep it the same. That is an option that we have, to split it. Most of the other localities that we found, have lumped them together. We have not really looked at splitting them up. If that is something you think we should

do, we could present something separately for medical offices and dental offices. That is not what we were planning to do at this time.

Mr. Jennings asked are we talking about the number of parking spaces at these places?

Mr. Gillie responded yes, how we calculate the number of parking spaces at these facilities.

Mr. Jennings asked will that be different from a business?

Mr. Gillie responded it can be yes.

Mr. Jennings asked would they have their own specifications?

Mr. Gillie responded yes.

**Mr. Jennings made a motion to hold a public hearing to modify parking requirements for medical and dental office. Mrs. Evans seconded the motion. The motion was approved by a 5-0 vote.**

### **III. MINUTES**

**Mrs. Evans made a motion to approve the minutes from the June 7, 2010 meeting. Mr. Laramore seconded the motion. The minutes were approved by a 5-0 vote.**

### **IV. OTHER BUSINESS**

Mr. Gillie stated I would like to add one (1) more thing to the floodplain regulations that I failed to mention before. Some places that were in the floodplain before may not be in it now. Some areas that were out of the floodplain before may be in it now. We are going to notify everyone. We are going to use our GIS system to locate everything that is touched by what we consider the overlay floodplain map. There is going to be a lot of letters going out to property owners informing them that they are in the floodplain. If you are a property owner watching at home, and you were in the floodplain before and do not receive a letter, please come down to our office so we can check our maps; because maybe your structure or elevation has changed and now you are considered out of it. Our system, we believe is quite near perfect, but we do not consider it perfect. We are going to do the best we can to notify everyone; that is why we are going to put the ads in the newspaper for a standard Zoning change. We are also going to send individual letters to those property owners that show up based on our maps and coordination of this computer system. If someone out there does not get a letter within a few weeks, please call my office or come down to my office and take a look at those maps.

Mr. Gillie stated your standard Council report, City Council over ruled on the decision to recommend denial of rezoning on South Main Street. They actually approved it and they also approved of the other case that we had.

Mr. Gillie stated that this should be Miss Scolpini's last meeting with us as Planning Intern. She is going to shift gears within our office and help out with a Citywide Housing Survey that we are doing. You will soon see vehicles traveling up and down every street in the City looking at all of the exterior structures: houses, commercial businesses, industries, anything. The City is doing a comprehensive study of all structures within its borders. If you happen to see a car on your street and someone is out there taking pictures, you should see on the vehicle, some magnetic signs that

say City Housing Survey or City Building Inspection Survey taking place. We just want to let everyone know that the folks should be starting that in about the next two to three weeks, so be prepared. We are also going to try and use the reverse 911 system to let people know to call ahead of time saying there are going to be City people in your neighborhood, driving up and down the streets, taking pictures and assessing property. If you see people out there in vehicles with signs on the doors and flashing lights, we are doing a survey.

With no further business, the meeting adjourned at 3:20 p.m.

---

APPROVED