

PLANNING COMMISSION
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
April 26, 2016

A meeting of the Berryville Planning Commission was held on Tuesday, April 26, 2016 at 7:30 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

ATTENDANCE: Members of the Planning Commission present: Doug Shaffer, Kim Kemp, Michelle Marino, William Steinmetz, Deb Zimmerman, Dale Barton, Russ Heikes, Sheryl Reid.

Members absent: Gwen Malone

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Others present: Alton Echols, Bryant Condrey

Press present: None

Chair Shaffer opened the meeting at 7:30pm.

APPROVAL OF AGENDA

Ms. Reid moved to approve the agenda as written, seconded by Ms. Zimmerman. The motion passed by voice vote.

APPROVAL OF MINUTES

Vice Chair Kemp moved to approve the minutes of the March 22, 2016 Planning Commission meeting as written, seconded by Mr. Steinmetz. The motion passed by voice vote.

APPROVAL OF COMPREHENSIVE PLAN COMMITTEE MINUTES

Committee Chair Steinmetz asked for a motion to approve the Comprehensive Plan Committee meeting minutes of April 4, 2016. Ms. Zimmerman made the motion to approve the minutes, seconded by Ms. Marino, the motion passed by voice vote.

PUBLIC HEARING SESSION

Special Use Permit

Russ and Diane Harrison, Owners, are requesting a Special Use Permit in order to operate a Home Occupation (Art Business) as regulated in Section 604.3(g) of the Berryville Zoning Ordinance for the property located at 325 South Church Street, identified as Tax Map Parcel number 14A5-(A)-51, DR-4 Detached Residential. SUP 02-16

Ms. Dunkle described the public hearing publication information and the request. She said no comments were received in the Planning office. She said the Harrisons wish to open their home art studio to the public.

There being no speakers signed up speak at the public hearing, Chair Shaffer closed the public hearing at 7:32pm.

Text Amendment

The Berryville Planning Commission is initiating a text amendment to Article I, Definitions, of the Berryville Zoning Ordinance in order to define “convenience store”.
TA 01-16

Ms. Dunkle described the text amendment and publication information. Chair Shaffer recognized Alton Echols, 400 Custer Court, Berryville. He referenced a packet of information he left for Commissioners. He discussed a gas mart that will be 3,000 square feet that will be accessed by the same road layout that was approved in 1992 with the Food Lion development.

There being no other speakers, Chair Shaffer closed the public hearing at 7:36pm.

Text Amendment

The Berryville Planning Commission is initiating a text amendment to Article VI, Section 610 Business Commercial (BC), item (b), removing automobile service and repair, to allow convenience stores up to 4,000 square feet as a principal use with no more than 2,000 square feet of retail. TA 03-15

Ms. Dunkle said that, at the applicant’s request, the Town Council took action on this item at their April 12, 2016 meeting approving the original 3,000 square feet the Planning Commission recommended in September of 2015. She said that this was a duly advertised public hearing. Chair Shaffer said that Mr. Echols had signed up to speak. Mr. Echols declined to speak. Chair Shaffer closed the public hearing at 7:42pm.

REGULAR SESSION

Citizens’ Forum

Chair Shaffer recognized Alton Echols, 400 Custer Court. Mr. Echols discussed 120 unit senior housing development and discussed water usage by seniors. He added that he took surveys of 60 people living in single-family houses and of families with more than two residents. He said that Town can make money off of seniors from water usage. He added that the quads should be master metered adding that the Berryville Area Plan discriminates against seniors and that the biggest reason that Berryville has no affordable housing is due to availability fees.

DISCUSSION – PUBLIC HEARINGS

Special Use Permit – Home Occupation

Chair Shaffer asked Commissioners if they had any questions of staff or the applicants. Mr. Steinmetz asked what type of artwork the Harrisons create. Ms. Harrison identified a variety of media. He asked if they were going to be teaching classes and Ms. Harrison said they are not going to teach classes. Mr. Steinmetz congratulated her on being one of the first five businesses on the Top of Virginia Artisan

Trail in Berryville. Ms. Kemp made the motion that the Planning Commission recommend approval of Special Use Permit 02-16 to Town Council in order to operate a Home Occupation (Art Studio) at their property located at 325 South Church Street with the following conditions:

- Hours of operation are Monday through Friday 10am to 5pm; Saturday 10am to 5pm; and occasional Sunday hours between the hours of 11am to 5pm for special events; and
- Outdoor storage is prohibited.

Seconded by Mr. Steinmetz, the motion passed by voice vote.

Text Amendment – Article I

Chair Shaffer asked for comments from Planning Commissioners on the definition. Mr. Heikes said he thought it was a good definition with other Commissioners concurring. There being no further discussion, Ms. Zimmerman made the motion to recommend that Town Council approve the definition for convenience stores as follows:

“A retail business with primary emphasis placed on providing the public a convenient location to quickly purchase from an array of consumable products including food, gasoline, and other convenience items. A convenience store may include prepared food and consumption of prepared food on site. A drive-through facility may also be included.”

Seconded by Ms. Marino, the motion passed by voice vote.

NEW BUSINESS

Set Public Hearing – Special Use Permit – 60 Multifamily Senior Units

Chair Shaffer asked for questions from Commissioners on this matter. Ms. Dunkle said that the Berryville Area Development Authority will be reviewing the preliminary site plan at their meeting on May 4, 2016. There being no further discussion, Vice Chair Kemp made a motion to set the public hearing for the May 24, 2016 Planning Commission meeting, seconded by Mr. Steinmetz, the motion passed by voice vote.

OLD BUSINESS

Planning and Zoning Update

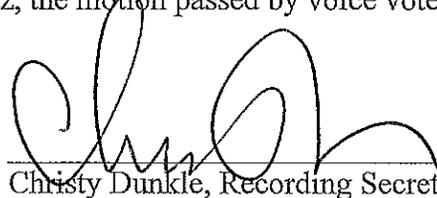
Ms. Dunkle reviewed items included in the staff report. She updated Commissioners on the Top of Virginia Artisan Trail effort.

Adjourn

There being no further business, Chair Shaffer asked for a motion to adjourn the meeting. Ms. Kemp made the motion, seconded by Mr. Steinmetz, the motion passed by voice vote at 7:50pm.



Doug Shaffer, Chair



Christy Dunkle, Recording Secretary

