

**PLANNING COMMISSION**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**May 24, 2016**

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A meeting of the Berryville Planning Commission was held on Tuesday, May 24, 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, Gwen Malone, Michelle Marino, Deb Zimmerman, Dale Barton, Sheryl Reid.

Members absent: Russ Heikes, William Steinmetz

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Others present: Alton Echols, Dr. Chuck Bishop (CCPS)

Press present: Jim McConville, Winchester Star

Chair Shaffer opened the meeting at 7:30pm.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Ms. Reid moved to approve the minutes of the April 26, 2016 Planning Commission meeting as written, seconded by Vice Chair Kemp. The motion passed by voice vote.

**APPROVAL OF COMPREHENSIVE PLAN COMMITTEE MINUTES**

Chair Shaffer said there was no meeting in May. Ms. Dunkle said the next meeting is scheduled for Monday, June 6 to discuss Chapter 7 Transportation.

**REGULAR SESSION**

**Citizens' Forum**

Chair Shaffer recognized Alton Echols, 400 Custer Court. Mr. Echols said that second story apartments should be added to the proposed Entrance Corridor Tourism Zone eligible land uses. He said he is planning to have office uses in this area and said the area would be safer with second story apartments. He said the majority of breweries are not in old warehouses and that these should be added to the Entrance Corridor Tourism Zone as well.

Mr. Echols said that the \$90,000 generated in meals tax in Berryville, paid in part by the Food Lion, should be closer to \$200,000 and that area of Town should be treated as a potential cash cow for the Town and County. He said a significant amount of revenue is spent by residents of Mary Hardesty

House and the assisted living facility. He told the Planning Commission they should stop treating that part of town like the ugly stepchild. He concluded by saying that the Town will not generate the money to reduce the tax rate on Main Street.

#### **NEW BUSINESS**

##### **Set Public Hearing – Text Amendment to Article VI, Section 609 L-1 Industrial**

Chair Shaffer asked staff to provide an overview of the request. Ms. Dunkle said that Town Council had initiated a text amendment that would align zoning regulations with eligible land uses in the proposed Tourism Zone Incentives in Section 16-9 of the Code of the Town of Berryville. Ms. Dunkle suggested that the Comp Plan Committee review the details of the proposed changes to the L-1 Zoning District and Section 16-9 at their June meeting. She said she is requesting that the Planning Commission set a public hearing for the L-1 text amendment for their June meeting.

There being no further discussion, Vice Chair Kemp made the motion to set a public hearing for the June 28, 2016 meeting, seconded by Ms. Malone, the motion passed by voice vote.

##### **Set Public Hearing – Text Amendment to Article II, Section 201 R-1 Industrial**

Ms. Dunkle said that staff had been working with Dr. Bishop and School Board Chair Ms. Kochinsky proposed uses for the former Berryville Primary School. She said the CCPS wishes to use the school for school-related offices and classrooms. She said that several members of the School Board and Superintendent Dr. Chuck Bishop were in attendance should they have questions about the project. Vice Chair Kemp asked what the plans were for the house on the parcel. Dr. Bishop said the consensus from Board of Supervisors members was to hold onto the building and stabilize the structure. He said the County may want to use the structure for offices in the future.

Ms. Zimmerman asked about the timeframe for completing the project. Dr. Bishop said they are hoping to go to bid in late summer and begin construction in early fall. He anticipated that the project would take nine to ten months to complete. Ms. Zimmerman added that this is the Town's voter precinct and would need to be used in November. Dr. Bishop said the architect is aware of the facility's use as a voter precinct and that they would accommodate accordingly.

Ms. Dunkle said there is a resolution included in the agenda packet concerning this item and a motion for adoption. Ms. Malone moved to support the following resolution sponsoring an amendment to Article II, Section 201.1(b) of the Berryville Zoning Ordinance, seconded by Ms. Zimmerman, Vice Chair Kemp abstaining, the motion passed by voice vote.

#### **A RESOLUTION: Amendment to Article II, Section 201.1(b) of the Berryville Zoning Ordinance**

**WHEREAS, schools are a use by right in the R-1 Zoning District as regulated in Section 201 of the Berryville Zoning Ordinance; and**

**WHEREAS, the intent of the district is to retain the character of the neighborhood by allowing limited development in low concentration in the district; and**

WHEREAS, the Clarke County Public Schools would like to adaptively reuse the former Berryville Primary School for classrooms, administrative offices, and offices for related non-profit organizations; and

WHEREAS, the uses identified above will be less impactful to the neighborhood than the use as a primary school site due to less trip generation and bus traffic and fewer people using the building; and

WHEREAS, the Planning Commission of the Town of Berryville supports the use of the former Berryville Primary School building, located on West Main Street and within the Berryville Historic District, as classrooms, offices for Clarke County Public Schools and related non-profit organizations; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the Town of Berryville, Virginia hereby initiates the text amendment to Section 201.1(b) of the Berryville Zoning Ordinance in order allow Clarke County Public Schools and related non-profit organizations offices in the R-1 Residential zoning district.

Passed this 24<sup>th</sup> day of May, 2016.

Attest: \_\_\_\_\_

By: Douglas A. Shaffer, Chair

**CERTIFICATION**

I hereby certify that the above resolution was duly adopted by the Planning Commission of the Town of Berryville, in a duly assembled meeting on the 24<sup>th</sup> day of May, 2016.

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By: Christy Dunkle, Clerk

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Ms. Dunkle recommended that the Planning Commission set a public hearing for the June meeting for a text amendment to Article II Section 201.1(b) as presented. There being no further discussion, Ms. Malone made the motion to set the public hearing, seconded by Ms. Zimmerman, Vice Chair Kemp abstaining, the motion passed by voice vote.

**OLD BUSINESS**

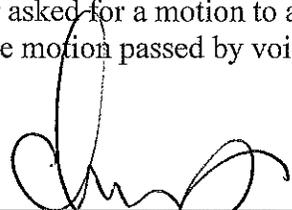
**Planning and Zoning Update**

Ms. Dunkle reviewed items included in the staff report. She said that Cordial Coffee has set up their roaster and will be opening in the near future.

**Adjourn**

There being no further business, Chair Shaffer asked for a motion to adjourn the meeting. Ms. Reid made the motion, seconded by Ms. Malone, the motion passed by voice vote at 7:48pm.

  
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Doug Shaffer, Chair

  
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Christy Dunkle, Recording Secretary