

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION

Thursday, January 26, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, January 26, 2017, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Graham Davidson Jr., Norman Sparks, Joel Pugh, Paul Shepherd, David Spence and Robbie Doyle

Staff Present: Clegg Williams, Becca Creasy and Lori Deel

At approximately 6:00 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Pugh made a motion which was seconded by Ms. Wagoner and unanimously passed.

Mr. Sparks appointed Clegg Williams as temporary Chairman for the election of officers.

Election of Officers:

Chairman: Mr. Williams then opened the floor for nominations of Chairman for calendar year 2017. Mr. Pugh nominated Mr. Sparks for Chairman; it was seconded by Mr. Davidson. With no other nominations, Mr. Sparks was elected to serve as Chairman for 2017.

Vote: 6 yeas	Doyle, Davidson Jr., Pugh, Spence, Wagoner, Shepherd
1 abstain	Sparks

Vice Chairman: Mr. Sparks opened the floor for nominations of Vice-Chairman for calendar year 2017. Mr. Doyle nominated Mr. Pugh for Vice Chairman; it was seconded by Mr. Davidson. With no other nominations, Mr. Pugh was elected to serve as Vice Chairman for 2017, with the following vote recorded.

Vote: 6 yeas	Doyle, Davidson, Jr., Sparks, Spence, Wagoner, Shepherd
1 abstain	Pugh

Secretary: Mr. Sparks opened the floor for nominations of Secretary for calendar year 2017. Mr. Spence nominated Mr. Doyle; it was seconded by Mr. Shepherd. With no other nominations, Mr. Doyle was elected to serve as Secretary for 2017, with the following vote recorded.

Vote: 6 yeas	Davidson Jr., Sparks, Spence, Wagoner, Shepherd, Doyle
1 abstain	Doyle

Clerk: Mr. Sparks opened the floor for nomination of Clerk for calendar year 2017. Mr. Pugh nominated Becca Creasy; it was seconded by Mr. Spence. With no other nominations, Ms. Creasy was elected to serve as Clerk for 2017. The following vote was recorded.

Vote: 7 yeas	Davidson Jr., Doyle, Sparks, Spence, Wagoner, Shepherd, Pugh
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Set Calendar year 2017: Mr. Pugh motioned to set the meetings for the fourth Thursday at 6:00 p.m. with the exception of November and December due to holidays. November's meeting is set tentatively for Wednesday, November 15th and December's meeting is scheduled for December 28th. Mr. Spence seconded the motion and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, December 15, 2016, meeting. Mr. Shepherd seconded the motion and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

Budget: Mr. Pugh made a motion to recommend the Board approve the 2017-2018 proposed budget presented. Ms. Wagoner seconded the motion and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

2017 Operating Procedures: Mr. Shepherd made a motion to adopt the 2017 Operating Procedures with one change to No. 28 (fees in accordance with Board of Supervisors' adopted fees), which was seconded by Mr. Pugh and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

Citizens' Time: No citizens were present.

Committee Appointments: Mr. Sparks recommended himself, Mr. Pugh and Mr. Doyle to remain on the Ordinance Committee for 2017. Mr. Pugh made a motion to appoint Mr. Sparks to the Committee as well as appointing him as Chairman for the Planning Commission's committee. Mr. Shepherd seconded the motion and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle
1 abstain Sparks

Mr. Pugh recommended Robbie Doyle to remain on the Ordinance Committee for 2017, which was seconded by Mr. Spence and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Sparks
1 abstain Doyle

Mr. Doyle recommended Joel Pugh to remain on the Ordinance Committee for 2017, which was seconded by Mr. Spence and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson Jr., Sparks, Doyle
1 abstain Pugh

Lori Deel, Director of Community and Economic Development made a presentation summarizing the County's relationship with *Retail Attractions*, a firm retained by the EDA to foster retail development. She explained their job in assisting the County to attract development to the County. She expressed the need for constant communication between the Planning Commission, Economic Development Authority and Board of Supervisors. Mr. Doyle requested

Mrs. Deel provide the Planning Commission with Retail Attractions' list of best practices for codes and requirements for developers once completed.

2016 Annual Report: Mr. Pugh made a motion to adopt the 2016 Annual Report and add a goal for the Planning Commission to work with Community and Economic Development to develop concise regulations to aid recruitment for retail development in 2017, which was seconded by Mr. Spence and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

Other Business and Questions/Comment from Commissioners: None.

Recess: At approximately 6:59 p.m. Mr. Sparks recessed the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors.

Public Hearing: At 7:00 p.m. Wade Blevins, Chairman of the Board of Supervisors, and Norman Sparks, Chairman of the Planning Commission, called the joint public hearing to order. Michael Carter read the advertisement as placed in the Smyth County News and Messenger and the rules of procedure during public hearings.

Board Members Present: Chairman Wade Blevins, Chilhowie District; Rick Blevins, Rye Valley District; Todd Dishner, Park District; Charlie Atkins, Atkins District; and Roscoe Call, Saltville District

Board Members Absent: Blake Frazier, Royal Oak District; and Phil Stevenson, North Fork District

Commissioners Present: Chairman Norman Sparks, North Fork District; Graham Davidson Jr., Chilhowie District; Joel Pugh, Park District; Paul Shepherd, Rye Valley District; Hazel Wagoner, Atkins District; Robbie Doyle, Royal Oak District and David Spence, Saltville District

Staff Present: Michael Carter, County Administrator; Scott Simpson, Assistant County Administrator; Travis Lee, County Attorney; Clegg Williams, Zoning Administrator; Lori Deel, Community and Economic Director; Becca Creasy and Kendra Hayden, Administrative Assistants. Stephanie Porter Nichols with the Smyth County News, Johnny Joannou with the Smyth County Sheriff's Office and approximately 11 citizens were present.

BEFORE THE SMYTH COUNTY BOARD OF SUPERVISORS AND SMYTH COUNTY PLANNING COMMISSION

The Smyth County Board of Supervisors and the Smyth County Planning Commission will conduct a joint public hearing on Thursday, January 26, 2017, at 7:00 P.M. or as soon after 7:00 P.M. as an application may be heard, in the Smyth County Office Building, 121 Bagley Circle, Marion, Virginia, to consider the following application(s) to the Zoning Ordinance of Smyth County, Virginia:

An application from JMB Investment Co., LLC, which has been forwarded to the Board of Supervisors of Smyth County, Virginia, requesting an amendment to the

official Zoning Map at Sugar Grove, Virginia, to rezone approximately .9 acres from Agricultural/Rural to Commercial. The Smyth County Comprehensive Plan does not identify a density range and the general usage of this property has most recently been vacant. The property is located at 5409 Sugar Grove Highway in Sugar Grove, Virginia, and is identified as the southern portion of Tax Map Nos. 71F-6-1, 71F-6-2A, 71F-6-3, 71F-6-4, and 71F-6-5 and can be found within Grid No. 132 of the State Plane Grid Index.

An application from Thornton and Star Sexton for a Special Use Permit to expand Sexton's Inc. (welding shop), a non-conforming use. The property is located beside 540 Kelly Hill Road in Atkins, identified as Tax Map No. 48-A-150A and zoned Agricultural/Rural.

At this public hearing, subject to the rules of procedure of the Board of Supervisors and Planning Commission of Smyth County, Virginia, any person may appear and state his/her views thereon.

Copies of the application(s) along with their maps/drawings are on file in the Office of the County Administrator of Smyth County. Copies are also maintained by the County Zoning Administrator at the address given above, and may be viewed during regular business hours Monday through Friday.

In compliance with the Americans with Disabilities Act, persons requiring special assistance to attend and participate in this hearing should contact Clegg Williams, ADA Coordinator, at (276) 706-8315 at least 48 hours prior to the hearing.

Done by order of the Board of Supervisors and the Planning Commission.

Michael L. Carter, County Administrator
Norman K. Sparks, Chairman of the Planning Commission

JMB Investment Co., LLC — Application for Map Amendment: Mr. Williams explained JMB Investment Co.'s intention to seek a map amendment to rezone the five tracts of land from Agricultural/Rural to Commercial. The five tracts combined contain approximately .86 acres and are identified as Tax Map Nos. 71F-6-1, 71F-6-2A, 71F-6-3, 71F-6-4 and 71F-6-5. Mr. Williams made reference to the applicable state and county code sections as well as pointed out it's designation as Commercial/Industrial in the County's 2013 Comprehensive Plan's future land use section. He stated with their application, they submitted the required fee and notice of the public hearing was advertised in the Smyth County News & Messenger on January 14 and 21. Additionally, a first class mailing was sent to each of the applicant's adjoining property owners. He stated the office had not received any phone calls or written correspondence regarding the application

Tim Dunaway was present representing JMB Investment Co. LLC. He stated Dollar General is proposed to be constructed on the five tracts referenced by Mr. Williams. He acknowledged the site is located in the floodplain and they were working with engineers to comply with floodplain regulations. He addressed questions about storm water runoff and VDOT entrances.

No one else spoke on the application.

Thornton and Star Sexton – Expansion of Non-conforming use Special Use Permit request: Mr. Williams stated Thornton and Star Sexton established Sexton's Inc, a welding shop prior to the adoption of the Zoning Ordinance. He explained their welding shop is a non-conforming use; therefore, they are requesting a special use permit for the construction of an addition to their business. He stated notice was advertised on January 14 and 21 in addition to letters being mailed to all adjoining property owners. He said he had not received any questions or comments.

Mr. Sexton was present and apologized for constructing a 40' x 50' addition to his shop without first obtaining the necessary permits. He presented a petition signed by neighbors supporting his business.

Luther Williams, Suzanne Fields and David Fields all spoke in favor of Mr. Sexton's request.

No one else spoke on the application.

Chairman Wade Blevins and Chairman Norman Sparks closed the joint public hearing at approximately 7:25 p.m.

Chairman Sparks reconvened the Commission at approximately 7:26 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on the request of JMB Investment Co., LLC request for a Map Amendment from A/R to C: Commissioner Joel Pugh made a motion to recommend approval of JMB Investment Co., LLC's request for a Map Amendment to the Official Zoning Map of Smyth County, Virginia, from Agricultural/Rural to Commercial (Tax Map Nos. 71F-6-1, 71F-6-2A, 71F-6-3, 71F-6-4, and 71F-6-5). Commissioner David Spence seconded the motion and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

Recommendation on Special Use Permit for Thornton and Star Sexton – expand non-conforming use: Commissioner Joel Pugh made a motion to recommend approval of Thornton and Star Sexton's request for a Special Use Permit to expand a non-conforming use (welding shop – Tax Map No. 48-A-150A). Commissioner Robbie Doyle seconded the motion and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Wagoner, Shepherd, Pugh, Davidson Jr., Doyle

Adjournment: At approximately 7:30, Mr. Sparks adjourned the Planning Commission's meeting.

Robbie Doyle, Secretary

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION

Thursday, March 23, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, March 23, 2017, at 6:30 P.M. in the Smyth County Office Building.

Commissioners Present: Graham Davidson Jr., Norman Sparks, Joel Pugh, David Spence and Robbie Doyle

Commissioners Absent: Hazel Wagoner and Paul Shepherd

Staff Present: Clegg Williams and Becca Creasy

At approximately 6:38 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Doyle made a motion which was seconded by Mr. Spence and unanimously passed.

Minutes: Mr. Doyle made a motion to approve the minutes of the Thursday, February 23, 2017, meeting. Mr. Pugh seconded the motion which unanimously passed.

Fox Valley Trestle Estates: Mr. Williams presented the final plat for Fox Valley Trestle Estates with all of the required signatures. He identified a few changes made since the preliminary plat. Mr. Pugh made a motion to approve the plat as presented, which was seconded by Mr. Spence and the following vote was recorded.

Vote: 4 yeas	Davidson Jr., Pugh, Sparks and Spence
1 abstain	Doyle
2 absent	Shepherd and Wagoner

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: None.

Recess: At approximately 6:50 p.m. Mr. Sparks recessed the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors.

Public Hearing: At 7:00 p.m. Wade Blevins, Chairman of the Board of Supervisors, and Norman Sparks, Chairman of the Planning Commission, called the joint public hearing to order. Michael Carter read the advertisement as placed in the Smyth County News and Messenger as well as the rules of procedure during a public hearing.

Board Members Present: Chairman Wade Blevins, Chilhowie District; Rick Blevins, Rye Valley District; Todd Dishner, Park District; Charlie Atkins, Atkins District; and Roscoe Call, Saltville District; Blake Frazier, Royal Oak District; and Phil Stevenson, North Fork District

Commissioners Present: Chairman Norman Sparks, North Fork District; Graham Davidson Jr., Chilhowie District; Joel Pugh, Park District; and David Spence, Saltville District

Commissioners Absent: Hazel Wagoner, Atkins District and Paul Shepherd, Rye Valley District

Staff Present: Michael Carter, County Administrator; Scott Simpson, Assistant County Administrator; Jeff Campbell, County Attorney; Clegg Williams, Zoning Administrator; Becca Creasy and Kelly Woods, Administrative Assistants. Smyth County Sheriff's Office was represented and approximately 35 citizens were present.

BEFORE THE SMYTH COUNTY BOARD OF SUPERVISORS AND SMYTH COUNTY PLANNING COMMISSION

The Smyth County Board of Supervisors and the Smyth County Planning Commission will conduct a joint public hearing on Thursday, March 23, 2017, at 7:00 P.M. or as soon after 7:00 P.M. as an application may be heard, in the Smyth County Office Building, 121 Bagley Circle, Marion, Virginia, to consider the following application(s) to the Zoning Ordinance of Smyth County, Virginia:

An application from Laurel Creek Campground and Outpost LLC for a Special Use Permit to expand an existing Campground or Recreational Vehicle Park with the construction of a 10' x 100' barn. The property is located next to 6315 Whitetop Road in Troutdale. It is identified as Tax Map No. 86-A-40C and is zoned partially, Commercial, and partially, Agricultural/Rural.

At this public hearing, subject to the rules of procedure of the Board of Supervisors and Planning Commission of Smyth County, Virginia, any person may appear and state his/her views thereon.

Copies of the application(s) along with their maps/drawings are on file in the Office of the County Administrator of Smyth County. Copies are also maintained by the County Zoning Administrator, at the address given above, and may be viewed during regular business hours Monday through Friday.

In compliance with the Americans with Disabilities Act, persons requiring special assistance to attend and participate in this hearing should contact the Smyth County Building and Zoning Department at (276) 706-8315 at least 48 hours prior to the hearing.

Done by order of the Board of Supervisors and the Planning Commission.

Michael L. Carter, County Administrator
Norman K. Sparks, Chairman of the Planning Commission

Laurel Creek Campground and Outpost LLC — Application for Special Use Permit: Mr. Williams explained Tom Davis's intention to construct at 10' x 100' barn to be used primarily for housing horses for overnight campers. He reminded the Commission and Board of the Campground or Recreational Vehicle Park Special Use Permit approved by the Board In October 2012. The property is identified as a portion of Tax Map No. 86-A-40C. Mr. Williams stated with Mr. Davis's application, he submitted the required fee and notice of the public hearing was advertised in the Smyth County News & Messenger on March 11 and 18 as well as a first class mailing was sent to each of the applicant's adjoining property owners. He stated he

only received general comments and questions regarding the application for which no one requested they be relayed to the Board and Commission.

Mr. Davis was present to address any questions. He stated the property has two existing wells which the supply water to the Campground; however, campers will have to provide their own feed and hay. He stated the Campground is only open six months out of the year and there will be no electricity in the stables.

No one else spoke on the application.

Chairman Wade Blevins and Chairman Norman Sparks closed the joint public hearing at approximately 7:13 p.m.

Chairman Sparks reconvened the Commission at approximately 7:13 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on the request of Laurel Creek Campground and Outpost, LLC request for a Special Use Permit: Commissioner David Spence made a motion to recommend approval of Laurel Creek Campground and Outpost, LLC's request for a Special Use Permit to construct a 10' x 100' barn at 6319 Whitetop Road in Troutdale (Tax Map No. 86-A-40C). Commissioner Robbie Doyle seconded the motion and the following vote was recorded.

Vote:	5 yeas	Sparks, Spence, Pugh, Doyle and Davidson Jr.
	2 absent	Wagoner and Shepherd

Adjournment: At approximately 7:14, Mr. Sparks adjourned the Planning Commission's meeting.

Norman Sparks, Chairman

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION
Thursday, May 25, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, May 25, 2017, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Graham Davidson Jr., Norman Sparks, Joel Pugh, David Spence, Hazel Wagoner, Paul Shepherd and Robbie Doyle

Staff Present: Clegg Williams and Becca Creasy

At approximately 6:00 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Pugh made a motion which was seconded by Mr. Spence and unanimously passed.

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, March 23, 2017, meeting. Mr. Doyle seconded the motion which unanimously passed.

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: Mr. Williams informed the Commission of Becca Creasy's resignation and relocation to North Carolina. He updated the Commissioners on several construction projects.

Adjournment: At approximately 6:20, Mr. Sparks adjourned the Planning Commission's meeting.

Norman Sparks, Chairman

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION

Thursday, June 22, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, June 22, 2017, at 6:30 P.M. in the Smyth County Office Building.

Commissioners Present: Graham Davidson Jr., Norman Sparks, Hazel Wagoner, Paul Shepherd, David Spence and Robbie Doyle

Commissioners Absent: Joel Pugh

Staff Present: Clegg Williams

At approximately 6:30 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Spence made a motion which was seconded by Mr. Doyle and unanimously passed.

Minutes: Mr. Doyle made a motion to approve the minutes of the Thursday, May 25, 2017, meeting. Ms. Wagoner seconded the motion which unanimously passed.

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: None.

Recess: At approximately 6:35 p.m. Mr. Sparks recessed the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors.

Public Hearing: At 7:00 p.m. Wade Blevins, Chairman of the Board of Supervisors, and Norman Sparks, Chairman of the Planning Commission, called the joint public hearing to order. Michael Carter read the advertisement as placed in the Smyth County News and Messenger as well as the rules of procedure during a public hearing.

Board Members Present: Chairman Wade Blevins, Chilhowie District; Rick Blevins, Rye Valley District; Todd Dishner, Park District; Charlie Atkins, Atkins District; Blake Frazier, Royal Oak District; and Phil Stevenson, North Fork District

Board Members Absent: Roscoe Call, Saltville District

Commissioners Present: Chairman Norman Sparks, North Fork District; Graham Davidson Jr., Chilhowie District; David Spence, Saltville District; Hazel Wagoner, Atkins District; and Paul Shepherd, Rye Valley District

Commissioners Absent: Joel Pugh, Park District

Staff Present: Michael Carter, County Administrator; Scott Simpson, Assistant County Administrator; Jeff Campbell, County Attorney; Clegg Williams, Zoning Administrator; Kelly Woods, Administrative Assistant. Smyth County Sheriff's Office was represented and approximately 12 citizens were present.

SMYTH COUNTY PLANNING COMMISSION

The Smyth County Board of Supervisors and the Smyth County Planning Commission will conduct a joint public hearing on Thursday, June 22, 2017, at 7:00 P.M. or as soon after 7:00 P.M. as an application may be heard, in the Smyth County Office Building, 121 Bagley Circle, Marion, Virginia, to consider the following application(s) to the Zoning Ordinance of Smyth County, Virginia:

An application from Brandi Heath which has been forwarded to the Board of Supervisors of Smyth County, Virginia, requesting an amendment to the official Zoning Map at Marion, Virginia, to rezone approximately 8 acres from Residential to Agricultural/Rural. The Smyth County Comprehensive Plan does not identify a density range and the general usage of this property has most recently been farmland. The property is located beside 287 Fox Valley Road in Marion, Virginia, and is identified as the western portion of Tax Map Nos. 54-A-80J and western portion of 55-A-16 and can be found within Grid No. 99 of the State Plane Grid Index.

At this public hearing, subject to the rules of procedure of the Board of Supervisors and Planning Commission of Smyth County, Virginia, any person may appear and state his/her views thereon.

Copies of the application(s) along with their maps/drawings are on file in the Office of the County Administrator of Smyth County. Copies are also maintained by the County Zoning Administrator at the address given above, and may be viewed during regular business hours Monday through Friday.

In compliance with the Americans with Disabilities Act, persons requiring special assistance to attend, and participate in this hearing should contact Clegg Williams, ADA Coordinator, at (276) 706-8315 at least 48 hours prior to the hearing.

Done by order of the Board of Supervisors and the Planning Commission.

Michael L. Carter, County Administrator
Norman K. Sparks, Chairman of the Planning Commission

Brandi Heath – Proposed Map Amendment: Mr. Williams reminded the Commission and Board the subject property was recently rezoned to Residential for a proposed subdivision. At auction, the Heath's blocked all but one of the lots. Not wanting to pursue the proposed subdivision, they did not record the subdivision plat. Instead, they recorded their purchase as two tracts, one on either side of Fox Valley Road. Mr. Williams presented a copy of the plat for the record. The properties are identified as the western portion of tax map numbers 54-A-80J and 55-A-16. Mr. Williams stated with Ms. Heath's application, she submitted the required fee and affidavit. Notice of the public hearing was advertised in the Smyth County News & Messenger on June 10 and 17. In addition, a first-class mailing was sent to each of the applicant's adjoining property owners. He highlighted Section 3-2, Section 3-3, and Article 9 of the Zoning Ordinance. He stated he did not receive any comments or questions regarding the proposal.

Mr. Heath was present to address any questions. No one else spoke on the application.

Chairman Wade Blevins and Chairman Norman Sparks closed the joint public hearing at approximately 7:05 p.m.

Chairman Sparks reconvened the Commission at approximately 7:06 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on Brandi Heath's proposed map amendment: Commissioner Robbie Doyle made a motion to recommend the Board approve Brandi Heath's request to rezone the portion of her property zoned Residential to Agricultural/Rural. (Tax Map Nos. 55-A-16 & 54-A-80J). Commissioner Graham Davidson Jr. seconded the motion and the following vote was recorded.

Vote: 6 yeas Sparks, Spence, Doyle, Shepherd, Wagoner, and Davidson Jr.
1 absent Pugh

Adjournment: At approximately 7:08, Mr. Sparks adjourned the Planning Commission's meeting.

Robbie Doyle, Secretary

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION

Thursday, July 27, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, July 27, 2017, at 6:30 P.M. in the Smyth County Office Building.

Commissioners Present: Graham Davidson Jr., Norman Sparks, Hazel Wagoner, Paul Shepherd, David Spence, Joel Pugh, and Robbie Doyle

Commissioners Absent: None

Staff Present: Clegg Williams

At approximately 6:30 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Pugh made a motion which was seconded by Mr. Doyle and unanimously passed.

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, June 22, 2017, meeting. Ms. Wagoner seconded the motion which unanimously passed.

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: None.

Recess: At approximately 6:35 p.m. Mr. Sparks recessed the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors.

Public Hearing: At 7:00 p.m. Todd Dishner, Vice Chairman of the Board of Supervisors, and Norman Sparks, Chairman of the Planning Commission, called the joint public hearing to order. Michael Carter read the advertisement as placed in the Smyth County News and Messenger. The reading of the rules of procedure during a public hearing were waived.

Board Members Present: Rick Blevins, Rye Valley District; Todd Dishner, Park District; Charlie Atkins, Atkins District; Blake Frazier, Royal Oak District; Roscoe Call, Saltville District; and Phil Stevenson, North Fork District

Board Members Absent: Chairman Wade Blevins, Chilhowie District

Commissioners Present: Chairman Norman Sparks, North Fork District; Graham Davidson Jr., Chilhowie District; David Spence, Saltville District; Hazel Wagoner, Atkins District; Joel Pugh, Park District; and Paul Shepherd, Rye Valley District

Commissioners Absent: None

Staff Present: Michael Carter, County Administrator; Scott Simpson, Assistant County Administrator; Jeff Campbell, County Attorney; Clegg Williams, Zoning Administrator; Kelly Woods, Administrative Assistant.

**BEFORE THE SMYTH COUNTY BOARD OF SUPERVISORS AND
SMYTH COUNTY PLANNING COMMISSION**

The Smyth County Board of Supervisors and the Smyth County Planning Commission will conduct a joint public hearing on Thursday, July 27, 2017, at 7:00 P.M. or as soon after 7:00 P.M. as an application may be heard, in the Smyth County Office Building, 121 Bagley Circle, Marion, Virginia, to consider the following application(s) to the Airport Safety Zoning Ordinance of Smyth County, Virginia:

An application from Brandon Farmer for a variance to §11-56 – Structures, vegetation not to penetrate zone floor. The maximum floor level at the site is 2708'. Mr. Farmer is proposing a structure with a finished elevation of 2722'. His property is addressed as 641 Knight Road, it is located in the Horizontal Zone, and it is further identified as Tax Map Number 38-A-57G.

At this public hearing, subject to the rules of procedure of the Board of Supervisors and Planning Commission of Smyth County, Virginia, any person may appear and state his/her views thereon.

Copies of the application(s) along with their maps/drawings are on file in the Office of the County Administrator of Smyth County. Copies are also maintained by the County Zoning Administrator at the address given above, and may be viewed during regular business hours Monday through Friday.

In compliance with the Americans with Disabilities Act, persons requiring special assistance to attend, and participate in this hearing should contact Clegg Williams, ADA Coordinator, at (276) 706-8315 at least 48 hours prior to the hearing.

Done by order of the Board of Supervisors and the Planning Commission.

Michael L. Carter, County Administrator
Norman K. Sparks, Chairman of the Planning Commission

Brandon Farmer – Airport Safety Zoning Ordinance Variance Request: Mr. Farmer applied to construct a garage behind his home, 641 Knight Road. Because of his proximity to the airport, he must comply with the County's Airport Safety Ordinance. As proposed, his garage will exceed the maximum height requirement by 14'. He is located in the Horizontal Zone and the maximum floor level is 2708' MSL. His finished elevation will be 2722' MSL. As required by the Ordinance, he applied for an opinion from the Federal Aviation Administration, the Virginia Department of Aviation, and the Smyth Wythe Airport Commission. Copies of the first two opinions were included in the information packets forwarded prior to the hearing. Mr. Williams then read the recommendation he received from the Smyth-Wythe Airport Commission:

On Thursday July 20, 2017, the Smyth-Wythe Airport Commission voted unanimously in favor of Mr. Brandon Farmer to build a garage on his property of 641 Knight Road, Rural Retreat, Va. As long as he abides by the requirements placed by the Federal Aviation Administration by installing and maintaining an obstruction light in accordance with FAA Advisory circular 70/7460-1L Change 1, Obstruction Marking and Lighting, red lights – Chapter 4,5(red), and 12. Any failure or malfunction of its position, should be reported immediately to (877)487-6867 so a notice to airman (NOTAM) can be issued. As soon

as normal operation is restored, notify the same number. There is no need for a generator in the event of a power outage at this time.

In compliance with State Code §15.2-2204 and §11-110 of the Airport Safety Zoning Ordinance, Mr. Williams stated notice of the hearing was published in the Smyth County News on Saturday, July 15 & 22. In addition, he stated a first-class mailing was sent to each of the adjoining property owners and an affidavit to that affect was on file.

He then highlighted the following sections of the County Code:

- §11-56 which prohibits structures from penetrating the zone floor;
- §11-110 which covers variances; and,
- § 11-136 which contains the Horizontal surface regulations.

He stated he had not received any comments or questions on Mr. Farmer's application.

Mr. Farmer was present and answered questions posed by a number of the Board members.

There were no public comments.

Vice Chairman Todd Dishner and Chairman Norman Sparks closed the joint public hearing at approximately 7:10 p.m.

Chairman Sparks reconvened the Commission at approximately 7:11 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on Brandon Farmer's variance request: Commissioner Robbie Doyle made a motion to recommend the Board approve Brandon Farmer's variance request with the condition the obstruction light recommended by the Federal Aviation Administration, the Virginia Department of Aviation, and the Smyth-Wythe Airport Commission be installed and maintained. In addition. He recommended a back-up power source be provided to the obstruction light. Lastly, it was recommended a condition be placed on Mr. Farmer that he abide by the reporting requirements cited by the aforementioned agencies. Commissioner David Spence seconded the motion and the following vote was recorded.

Vote: 7 yeas Sparks, Spence, Doyle, Shepherd, Wagoner, Pugh, and Davidson Jr.

Adjournment: At approximately 7:15, Mr. Sparks adjourned the Planning Commission's meeting.

Norman Sparks, Chairman

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION
Thursday, September 28, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, September 28, 2017, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Graham Davidson Jr., Norman Sparks, Hazel Wagoner, Paul Shepherd, and David Spence.

Commissioners Absent: Joel Pugh and Robbie Doyle

Staff Present: Clegg Williams

At approximately 6:00 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Spence made a motion which was seconded by Ms. Wagoner and unanimously passed.

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, July 27, 2017, meeting. Ms. Wagoner seconded the motion which unanimously passed.

Note: Joel Pugh arrived at approximately 6:03

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: None.

Adjournment: At approximately 6:07, Mr. Spence motioned to adjourn the meeting. Seconded by Ms. Wagoner, the motion passed unanimously.

Robbie Doyle, Secretary

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION

Thursday, October 26, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, October 26, 2017, at 6:30 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Graham Davidson Jr., Paul Shepherd, David Spence and Robbie Doyle

Commissioners Absent: Norman Sparks and Joel Pugh

Staff Present: Clegg Williams, Zoning Administrator

With the absence of Mr. Sparks, Chairman and Mr. Pugh, Vice Chairman, at approximately 6:00 p.m. Mr. Spence made a motion to appoint Mr. Doyle as Temporary Chairman, seconded by Mr. Shepherd, the following vote was recorded:

Vote: 4 yeas	Davidson Jr., Spence, Wagoner, Shepherd
2 absent	Sparks, Pugh
1 abstain	Doyle

Adoption of Agenda: Temporary Chairman Doyle opened the floor for motions to approve the agenda as presented. Mr. Spence made a motion which was seconded by Mr. Shepherd and the following vote was recorded:

Vote: 5 yeas	Davidson Jr., Doyle, Spence, Wagoner, Shepherd
2 absent	Sparks, Pugh

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, September 28, 2017 meeting. Mr. Davidson seconded the motion and the following vote was recorded.

Vote: 5 yeas	Davidson Jr., Doyle, Spence, Wagoner, Shepherd
2 absent	Sparks, Pugh

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: None.

Recess: At approximately 6:40 p.m. Temporary Chairman Doyle recessed the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors.

Public Hearing: At 7:00 p.m. Wade Blevins Jr., Chairman of the Board of Supervisors, and Robbie Doyle, Temporary Chairman of the Planning Commission, called the joint public hearing to order. Michael Carter, County Administrator, read the advertisement as placed in the Smyth County News and Messenger and the rules of procedure during public hearings.

Board Members Present: Chairman Wade Blevins Jr., Chilhowie District; Rick Blevins, Rye Valley District; Todd Dishner, Park District; Charlie Atkins, Atkins District; Roscoe Call, Saltville District; Blake Frazier, Royal Oak District; and Phil Stevenson, North Fork District

Commissioners Present: Temporary Chairman Robbie Doyle, Royal Oak District; Graham Davidson Jr., Chilhowie District; Paul Shepherd, Rye Valley District; Hazel Wagoner, Atkins District; and David Spence, Saltville District

Commissioners Absent: Norman Sparks, North Fork District and Joel Pugh, Park District

Staff Present: Michael Carter, County Administrator; Scott Simpson, Assistant County Administrator; Jeff Campbell, County Attorney; Kelly Woods, Administrative Assistant; Clegg Williams, Zoning Administrator; Stephanie Porter Nichols with the Smyth County News, a representative from the Smyth County Sheriff's Office and approximately 11 citizens were present.

BEFORE THE SMYTH COUNTY BOARD OF SUPERVISORS AND SMYTH COUNTY PLANNING COMMISSION

The Smyth County Board of Supervisors and the Smyth County Planning Commission will conduct a joint public hearing on Thursday, October 26, 2017, at 7:00 P.M. or as soon after 7:00 P.M. as an application may be heard, in the Smyth County Office Building, 121 Bagley Circle, Marion, Virginia, to consider the following application(s) to the Zoning Ordinance of Smyth County, Virginia:

An application from Stephen and Tammy Bales for a Special Use Permit to construct and operate a Childcare Center next to 5773 Lee Highway in Atkins. The property is identified as Tax Map No. 48-A-26 and it is zoned Agricultural/Rural.

An application from Duane Witmer for a Special Use Permit to construct and operate a Meat Processing Facility next to 478 Tattle Branch Road in Chilhowie. The property is identified as Tax Map No. 54-A-18 and it is zoned Agricultural/Rural.

At this public hearing, subject to the rules of procedure of the Board of Supervisors and Planning Commission of Smyth County, Virginia, any person may appear and state his/her views thereon.

Copies of the application(s) along with their maps/drawings are on file in the Office of the County Administrator of Smyth County. Copies are also maintained by the County Zoning Administrator at the address given above, and may be viewed during regular business hours Monday through Friday.

In compliance with the Americans with Disabilities Act, persons requiring special assistance to attend and participate in this hearing should contact Clegg Williams, ADA Coordinator, at (276) 706-8315 at least 48 hours prior to the hearing.

Done by order of the Board of Supervisors and the Planning Commission.

Michael L. Carter, County Administrator
Norman K. Sparks, Chairman of the Planning Commission

Alan & Tammy Bales – Application for a Special Use Permit: Mr. Williams explained Alan and Tammy Bales' intention to construct and operate a childcare facility on a tract of land they own in Atkins. The property is located next to their home, 5773 Lee Highway, it is zoned Agricultural Rural, and it is identified as Tax Map #48-A-26. Mr. Williams stated notice of the public hearing was advertised in the Smyth County News & Messenger on October 14 and 21 and a first-class mailing was sent to each of the applicant's adjoining property owners. Mr. Williams also stated he had not received any phone calls or written correspondence regarding the application. Mr. Williams concluded by reviewing the relative sections of the Zoning Ordinance (§3-2.2 (a), Article 10, and Article 6).

Tammy Bales presented her business plan for the proposed center and answered questions from the Board and Commission.

No one else spoke on the application.

Duane Witmer – Special Use Permit: Mr. Williams explained Mr. Witmer's desire to construct and operate a Meat Processing Facility on a tract of land he recently purchased in Chilhowie. The property is addressed as 478 Tattle Branch Road, it is approximately 22 acres in size, it is zoned Agricultural Rural, and it is identified by Tax Map #54-A-18. Mr. Williams further stated notice of the public hearing was advertised in the Smyth County News & Messenger on October 14 and 21. Additionally, a first-class mailing was sent to each of Mr. Witmer's adjoining property owners. Mr. Williams then read a letter he had received from Ms. Rachel Brown, VDOT Land Development Engineer. In short, she had reviewed Mr. Witmer's request and she confirmed a low volume commercial entrance could be approved by the Department. Mr. Williams concluded by reviewing the following section of the Zoning Ordinance: §3-2.2 (tt), Article 10, and Article 6.

Mr. Witmer presented a brief explanation of his proposal and addressed questions from the Board and Commission.

Betty Waring addressed the Board and Commission. Ms. Waring uses the driveway across Mr. Witmer's property for access to her home and is the closest neighbor to the proposed facility. Ms. Waring stated she was opposed to the request for a number of reasons and she could not wrap her head around the concept of animals being killed so close to her home. Ms. Waring also expressed concern about the potential impact of the increased traffic to the existing driveway; as well as; the effect the facility may have on the sale of her property as she has recently listed it on the market.

Frank Branson stated he was in favor of a meat processing facility being established in Smyth County but not on the proposed site.

Ed Eller expressed his concerns about the potential impact to a nearby spring and suggested the facility be moved to another location on the property.

Chairman Wade Blevins Jr. and Temporary Chairman Robbie Doyle closed the joint public hearing at approximately 7:37 p.m.

Temporary Chairman Doyle reconvened the Commission at approximately 7:40 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on Alan and Tammy Bales' request for a Special Use Permit:

Commissioner David Spence made a motion to recommend approval of Alan and Tammy Bales request for a Special Use Permit to construct and operate a Childcare Center. Commissioner Graham Davidson Jr. seconded the motion and the following vote was recorded.

Vote: 5 yeas	Davidson Jr., Doyle, Spence, Wagoner, Shepherd
2 absent	Sparks, Pugh

Recommendation on Duane Witmer's request for a Special Use Permit: After discussion, Commissioner David Spence made a motion to recommend approval of Duane Witmer's application for a Special Use Permit to construct and operate a Meat Processing Facility with two conditions. First, Commissioner Spence suggested Mr. Witmer be limited to one cow per day. Second, a privacy fence must be constructed around any portion of the facility located outside the building. Commissioner Graham Davidson Jr. seconded the motion and the following vote was recorded.

Vote: 5 yeas	Davidson Jr., Doyle, Spence, Wagoner, Shepherd
2 absent	Sparks, Pugh

Adjournment: At approximately 8:00, Temporary Chairman Doyle adjourned the Planning Commission's meeting.

Robbie Doyle, Secretary/Temporary Chairman

Note from Clerk: These minutes are written as the agenda was presented. Some votes may appear out of order.

SMYTH COUNTY PLANNING COMMISSION
Thursday, December 28, 2017

The Smyth County Planning Commission met in their regular meeting on Thursday, December 28, 2017, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Graham Davidson Jr., Paul Shepherd, David Spence, Norman Sparks, Joel Pugh and Robbie Doyle

Commissioners Absent: None

Staff Present: Clegg Williams, Zoning Administrator; Sarah Parris, Administrative Assistant

At approximately 6:00 p.m. Mr. Sparks called the meeting to order.

Adoption of Agenda: Chairman Sparks opened the floor for motions to approve the agenda as presented. Mr. Doyle made a motion which was seconded by Mr. Spence and unanimously passed.

Vote: 7 yeas Wagoner, Davidson Jr., Shepherd, Spence, Sparks, Pugh, Doyle

Minutes: Mr. Shepherd made a motion to approve the minutes of the Thursday, October 26, 2017 meeting. Mr. Doyle seconded the motion and the following vote was recorded.

Vote: 6 yeas Wagoner, Davidson Jr., Shepherd, Spence, Sparks, Doyle
1 abstain Pugh

Citizens' Time: No citizens were present.

Other Business and Questions/Comment from Commissioners: None

Adjournment: At approximately 6:06 p.m. Mr. Spence made the motion to adjourn which seconded by Mr. Doyle.

Robbie Doyle, Secretary/Temporary Chairman