

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 24, 2019

The Smyth County Planning Commission met in their regular meeting on Thursday, January 24, 2019, at 6:00 P.M. in the Smyth County Office Building.

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

Commissioners Absent: Tony Dean, Royal Oak District

Staff Present: Clegg Williams and Sarah Parris

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. Davidson and the following vote was recorded.

Vote:	6 yeas	Sparks, Spence, Wagoner, Shepherd, Davidson Jr., Pugh
	0 nays	
	1 absent	Dean

Minutes: Mr. Davidson made a motion to approve the minutes of the Thursday, December 27, 2018 meeting. Mr. Spence seconded the motion and the following vote was recorded.

Vote:	6 yeas	Sparks, Spence, Wagoner, Shepherd, Davidson Jr., Pugh
	0 nays	
	1 absent	Dean

Citizens' Time: No citizens were present.

Appointment of Mount Rogers Planning District Member: Mr. Pugh nominated Tony Dean to represent the Planning Commission on the Mount Rogers Planning District. Mr. Spence seconded the motion and the following vote was recorded.

Vote:	6 yeas	Sparks, Spence, Wagoner, Shepherd, Davidson Jr., Pugh
	0 nays	
	1 absent	Dean

Other Business and Questions/Comment from Commissioners: Mr. Williams reminded commissioners the Conflict of Interest forms are due February 1, 2019. He also updated the commissioners on the John Riley/Clinch Valley Community Action special use permit application.

Adjournment: At approximately 6:11 p.m. Mr. Pugh made the motion to adjourn, Mr. Spence seconded the motion all were in favor.

Hazel Wagoner, 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 28, 2019

The Smyth County Planning Commission met in their regular meeting on Thursday, March 28, 2019, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Atkins District, Joel Pugh, Vice-Chairman, Park District, Tony Dean, Royal Oak District, Paul Shepherd, Rye Valley District, Graham Davidson, Jr., Chilhowie District, David Spence, Saltville District.

Commissioners Absent: Robert Campbell, North Fork District

Staff Present: Clegg Williams, Sarah Parris, and Emily Price

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

Adoption of Agenda: Vice-Chairman Pugh 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.

Election of Officers:

Mr. Pugh made a motion to nominate Clegg Williams as the Temporary Chairman and was seconded by Mr. Spence and unanimously carried.

Chairman: Mr. Williams then opened the floor for nominations of Chairman for calendar year 2019. Mr. Davidson, Jr. nominated Mr. Pugh for Chairman; it was seconded by Ms. Wagoner. With no other nominations, Mr. Pugh was elected to serve as Chairman for 2019, with the following vote recorded.

Vote: 5 yeas	Dean, Davidson, Jr., Spence, Wagoner, Shepherd
1 abstain	Pugh
1 absent	Campbell

Vice Chairman: Mr. Pugh opened the floor for nominations of Vice-Chairman for calendar year 2019. Mr. Spence nominated Mr. Davidson for Vice Chairman; it was seconded by Mr. Dean. With no other nominations, Mr. Davidson was elected to serve as Vice Chairman for 2019, with the following vote recorded.

Vote: 5 yeas	Dean, Pugh, Spence, Wagoner, Shepherd
1 abstain	Davidson, Jr.
1 absent	Campbell

Secretary: Mr. Pugh opened the floor for nominations of Secretary for calendar year 2019. Mr. Davidson, Jr. nominated Ms. Wagoner; it was seconded by Mr. Spence. With no other nominations, Ms. Wagoner was elected to serve as Secretary for 2019, with the following vote recorded.

Vote: 5 yeas	Davidson, Jr., Pugh, Spence, Shepherd, Dean
1 abstain	Wagoner
1 absent	Campbell

Clerk: Mr. Pugh opened the floor for nomination of Clerk for calendar year 2019. Mr. Pugh nominated Sarah Parris; it was seconded by Mr. Spence. With no other nominations, Ms. Parris was elected to serve as Clerk for 2019. The following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Set Calendar for 2019: Mr. Dean made the motion to set the meetings for the fourth Thursday at 6:00 or 6:30 p.m. with the exception of November due to Thanksgiving holiday. November's meeting is set tentatively for Thursday, November 21st. Mr. Spence seconded the motion and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, January 24, 2019, meeting. Mr. Davidson, Jr. seconded the motion and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Adopt Operating Procedures: Mr. Spence made a motion to adopt the operating procedures as presented. Ms. Wagoner seconded the motion and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Adopt Annual Report for 2018: Mr. Dean made a motion to adopt the annual report as presented. Mr. Spence seconded the motion and the following vote was recorded.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Citizens' Time: No citizens were present.

Ordinance Committee Appointments: Mr. Pugh made a motion to appoint himself, David Spence, and Graham Davidson, Jr. to serve on the Ordinance Committee. Paul Shepherd seconded the motion and it was anonymously carried.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Comprehensive Plan: The commission discussed the Board of Supervisors request to consider adding a list of private roads and the possibility of amending the future land use map in the comprehensive plan. It was questioned if the Board of Supervisors Ordinance Committee would like to meet jointly to discuss both matters. Joel Pugh made a motion to send both matters to the Commissions Ordinance Committee for review and requested the Board of Supervisors be contacted for direction regarding a joint meeting. Graham Davidson, Jr seconded the motion and it was unanimously carried.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Other Business: Mr. Pugh made the motion to recognize Norman Sparks at a future meeting, for his service on the Planning Commission. Mr. Spence seconded the motion.

Vote: 6 yeas Spence, Wagoner, Shepherd, Davidson, Jr., Dean, Pugh
 0 nays
 1 absent Campbell

Questions/Comments for the Commissioners: Mr. Williams welcomed Emily Price. Ms. Price is the new Administrative Assistant in the Building and Zoning Department, and will be filling in as clerk for Ms. Parris, as needed.

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

JOINT PUBLIC HEARING
WITH BOARD OF SUPERVISORS

Board Members Present: Todd Dishner, Chairman, Park District, Rick Blevins, Vice-Chairman, Rye Valley District, Roscoe Call, Saltville District, Charlie Atkins, Atkins District, Phil Stevenson, North Fork District, R. Curtis Rhea, Chilhowie District, Judy Wyant, Royal Oak District.

Commissioners Present: Joel Pugh, Chairman, Park District, Graham Davidson, Jr, Vice-Chairman, Chilhowie District, Hazel Wagoner, Atkins District, Tony Dean, Royal Oak District, Paul Shepherd, Rye Valley District, David Spence, Saltville District.

Commissioners Absent: Robert Campbell, North Fork District

Staff Present: Michael Carter, County Administrator; Clegg Williams, Zoning Administrator; Sarah Parris, Kelly Woods, and Emily Price, Administrative Assistants. Approximately 5 citizens were present.

At 7:00 p.m. Todd Dishner, Chairman of the Board of Supervisors, and Joel Pugh, 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. Mr. Atkins made the motion to waive the reading of the rules and Mr. Rhea seconded. All were in favor.

**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 28, 2019, 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 David Fields for a Special Use Permit for a Kennel. The property is located near Rifton Drive, Marion Virginia, identified as Tax Map No. 47-A-67B and zoned Commercial.

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
Joel Pugh, Vice Chairman of the Planning Commission

David & Suzanne Fields Special Use Permit for a Kennel:

Mr. Williams explained David and Suzanne Fields recently purchased a tract of land on Rifton Drive in Marion. They are interested in establishing a kennel and have applied for a Special Use Permit. The property is located near 176 Rifton Drive, it is identified by tax map #47-A-67B, and it is zoned Commercial. Notification was sent to all of the adjoining property owners and an affidavit to that affect is on file. He stated he received a few general questions regarding the application, but no one asked him to convey their comments. Mr. Williams highlighted Section 3-4.2 (a) which allows kennels in the commercial district by issuance of a special use permit and Article 6 which contains the provisions for Special Use Permits and noted the 2013 Comprehensive Plan identifies this property as Commercial/Industrial on the Future Land Use Map.

Mr. Williams then read a letter from the Virginia Department of Transportation addressing the commercial entrance permit. He also read a letter from a soil consultant regarding the required septic system.

William W. Huber AIA presented the plans and building for the structure and provided some additional details on behalf of Mr. and Mrs. Fields.

Citizens: Two citizens spoke regarding Mr. & Mrs. Fields request. Erwin Rowland; 739 Park Boulevard, Marion, VA is an adjoining property owner and expressed her support for the kennel. Mike Snavely, President of the Humane Society; 733 Holston Hills Lane, Marion VA also spoke in favor of the kennel.

Adjoin Public Hearing: Chairman Todd Dishner and Chairman Joel Pugh closed the joint public hearing at approximately 7:18 p.m.

Reconvene Planning Commission: Chairman Pugh reconvened the Commission at approximately 7:19 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on the request of David & Suzanne Fields – Special Use Permit: Commissioner Tony Dean made a motion to recommend approval of Mr. Fields' Special Use Permit request for a kennel. Commissioner David Spence seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES:	Pugh, Spence, Wagoner, Shepherd, Davidson, Jr., Dean
NAYS:	None.
ABSTAINERS:	None.
ABSENT:	Campbell

Adjournment: At approximately 7:20 p.m. Mr. Spence made motion to adjourn the Planning Commission's meeting and was seconded by Mr. Dean. All were in favor.

Hazel Wagoner, 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, May 23, 2019

The Smyth County Planning Commission met in their regular meeting on Thursday, May 23, 2019, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Atkins District, Joel Pugh, Park District, Tony Dean, Royal Oak District, Paul Shepherd, Rye Valley District, Graham Davidson, Jr., Chillhowie District, David Spence, Saltville District.

Commissioners Absent: Robert Campbell, North Fork District

Staff Present: Clegg Williams, and Sarah Parris

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

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

Vote:	6 yeas	Pugh, Dean, Davidson, Jr., Spence, Wagoner, Shepherd
	0 nays	
	1 absent	Campbell

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, March 28, 2019 meeting. Mr. Davidson seconded the motion and the following vote was recorded.

Vote:	6 yeas	Pugh, Dean, Davidson, Jr., Spence, Wagoner, Shepherd
	0 nays	
	1 absent	Campbell

Citizens' Time: No citizens were present.

Recognition of Norman Sparks: Chairman Pugh presented Norman Sparks with a resolution and plaque for his 12-years of service on the Smyth County Planning Commission.

Ordinance Committee Update: Mr. Williams updated the commissioners on the Joint Ordinance Committee meetings. The committee is moving forward with adding the private roads to the comprehensive plan and amending the future land use map. A joint public hearing is scheduled for June 11, 2019 at 5:30 pm to discuss and consider the private roads.

Questions/Comments for the Commissioners: No further discussion.

Adjournment: At approximately 6:40 p.m. Mr. Davidson made the motion to adjourn, Mr. Spence seconded the motion all were in favor.

Hazel Wagoner, 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, June 27, 2019

The Smyth County Planning Commission met in their regular meeting on Thursday, June 27, 2019, at 6:30 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Atkins District, Joel Pugh, Park District, Tony Dean, Royal Oak District, Paul Shepherd, Rye Valley District, Graham Davidson, Jr., Chillhowie District, David Spence, Saltville District.

Commissioners Absent: Robert Campbell, North Fork District

Staff Present: Clegg Williams, and Sarah Parris

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

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

Vote:	6 yeas	Pugh, Dean, Davidson, Jr., Spence, Wagoner, Shepherd
	0 nays	
	1 absent	Campbell

Minutes: Mr. Shepherd made a motion to approve the minutes of the Thursday, May 23, 2019 meeting, with corrections. Mr. Davidson seconded the motion and the following vote was recorded.

Vote:	6 yeas	Pugh, Dean, Davidson, Jr., Spence, Wagoner, Shepherd
	0 nays	
	1 absent	Campbell

Ordinance Committee Update: Mr. Williams updated the commissioners on the recommendations by the Board of Supervisors. The proposed listing of private roads into the Comprehensive Plan for Smyth County was approved. The proposed changes to the Land Use Map within the Comprehensive Plan was tabled.

Citizens' Time: No citizens were present.

Other Business: No further discussion.

Questions/Comments for the Commissioners: The Commissioners asked for an update on the Joint Public Hearing regarding the Clinch Valley Community Action special use permit to operate a childcare center. Clegg indicated the permits have been issued and the daycare is in operation.

Recess: At approximately 6:42 p.m. Mr. Spence made the motion to recess the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors. Mr. Davidson seconded the motion. All were in favor.

JOINT PUBLIC HEARING
WITH BOARD OF SUPERVISORS

Board Members Present: Todd Dishner, Chairman, Park District, Rick Blevins, Vice-Chairman, Rye Valley District, Roscoe Call, Saltville District, Charlie Atkins, Atkins District, Phil Stevenson, North Fork District, Judy Wyant, Royal Oak District.

Board Members Absent: R. Curtis Rhea, Chilhowie District

Commissioners Present: Joel Pugh, Chairman, Park District, Graham Davidson, Jr, Vice-Chairman, Chilhowie District, Hazel Wagoner, Atkins District, Tony Dean, Royal Oak District, Paul Shepherd, Rye Valley District, David Spence, Saltville District.

Commissioners Absent: Robert Campbell, North Fork District

Staff Present: Lisa Richardson, Assistant County Administrator; Clegg Williams, Zoning Administrator; Sarah Parris, Kelly Woods, and Kendra Hayden, Administrative Assistants. Approximately 5 citizens were present.

At 7:00 p.m. Todd Dishner, Chairman of the Board of Supervisors, and Joel Pugh, Chairman of the Planning Commission, called the joint public hearing to order. Lisa Richardson read the advertisement as placed in the Smyth County News and Messenger. Mr. Atkins made the motion to waive the reading of the rules and Mr. Call seconded. All were in favor.

**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, June 27, 2019, 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 High Country Horse Camp, LLC for a Special Use Permit for a Campground. The property is located at 6866 Whitetop Road, Troutdale Virginia, identified as Tax Map No. 90-A-4G 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
Joel Pugh, Chairman of the Planning Commission

High Country Horse Camp, LLC Special Use Permit for a Campground:

Mr. Williams explained Tom Davis is proposing establishing a campground and have applied for a Special Use Permit. The property is located at 6866 Whitetop Road, Troutdale Virginia, it is identified by tax map #90-A-4G, and it is zoned Agricultural/Rural. Notification was sent to all of the adjoining property owners and an affidavit to that affect is on file. No questions were received regarding the application. Mr. Williams highlighted Section 3-2 which allows campgrounds in the agricultural/rural district by issuance of a special use permit and Article VI which contains the provisions for Special Use Permits.

Citizens: Two citizens spoke regarding Mr. Davis' request. Blake Edwards (Blue Ridge Discovery Center); 115 Greenbrier Rd, Hillsville, VA spoke in favor of the proposal. Teresa Dell, 6858 Whitetop Road, Troutdale, VA, an adjoining property owner voiced concerns about the campground operations.

Adjoin Public Hearing: Chairman Todd Dishner and Chairman Joel Pugh closed the joint public hearing at approximately 7:26 p.m.

Reconvene Planning Commission: Chairman Pugh reconvened the Commission at approximately 7:27 p.m. and opened the floor to Commissioners for comments or questions.

Recommendation on the request of David & Suzanne Fields – Special Use Permit: Commissioner David Spence made a motion to recommend the Board of Supervisors approve of High Country Horse Camp, LLC's Special Use Permit request for a campground with the following stipulations:

1. There be a maximum of 14 full service campsites;
2. The primitive campsites be limited to 30 people total;
3. They establish and enforce a quiet time at 10:00 p.m.;
4. No alcoholic beverages allowed on premises;
5. Access to the property be limited to the two main entrances on Whitetop Rd; and,
6. The camp be staffed during operation and they enforce the above conditions

Commissioner Hazel Wagoner seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Pugh, Spence, Wagoner, Shepherd, Davidson Jr., Dean
NAYS: None.
ABSTAINERS: None.
ABSENT: Campbell

Adjournment: At approximately 7:45 p.m. Mr. Spence made motion to adjourn the Planning Commission's meeting and was seconded by Mr. Dean. All were in favor.

Hazel Wagoner, 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, August 22, 2019**

The Smyth County Planning Commission met in their regular meeting on Thursday, August 22, 2019, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Graham Davidson Jr, Paul Shepherd, Hazel Wagoner, and Joel Pugh

Commissioners Absent: Tony Dean, Robert Campbell, and David Spence

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

Mr. Pugh called the meeting to order at 6:00 p.m.

Adoption of Agenda: Mr. Pugh opened the floor for motions to approve the agenda as presented. Mrs. Wagoner made a motion which was seconded by Mr. Davidson and the following vote was recorded:

Vote: 4yeas Pugh, Wagoner, Shepherd, Davidson Jr.
 3 absent Dean, Campbell, and Spence

Minutes: Mr. Shepherd made a motion to approve the minutes of the Thursday, June 27, 2019 meeting. Mrs. Wagoner seconded the motion and the following vote was recorded.

Vote: 4yeas Pugh, Wagoner, Shepherd, Davidson Jr.
 3 absent Dean, Campbell, and Spence

Karen Graham Site Development: Mr. Williams presented a site development plan for Mrs. Graham's property located at Patriotic Lane in Atkins (Tax Map # 48-A-141H). Mrs. Graham is requesting approval for a third home to be placed on her property. Mrs. Wagoner made a motion to approve Mrs. Grahams' request as presented. Mr. Shepherd seconded the motion and the following vote was recorded.

Vote: 4yeas Pugh, Wagoner, Shepherd, Davidson Jr.
 3 absent Dean, Campbell, and Spence

Citizens' Time: None

Other Business and Questions/Comment from Commissioners: Mr. Williams gave an updated on High Country Horse Camp LLC approval by the Board of Supervisors. Mr. Davis has obtained the proper permits from the Building and Zoning Department.

Adjournment: At approximately 6:13 p.m., Mr. Davidson made the motion to adjourn and was seconded by Mrs. Wagoner. All were in favor.

Hazel Wagoner, 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 24, 2019

The Smyth County Planning Commission met in their regular meeting on Thursday, October 24, 2019, at 6:30 P.M. in the Smyth County Office Building.

Commissioners Present: Hazel Wagoner, Atkins District, Joel Pugh, Park District, , Paul Shepherd, Rye Valley District, Graham Davidson, Jr., Chilhowie District, David Spence, Saltville District.

Commissioners Absent: Tony Dean, Royal Oak District, Robert Campbell, North Fork District

Staff Present: Clegg Williams, and Sarah Parris

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

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

Vote:	5 yeas	Pugh, Davidson, Jr., Spence, Wagoner, Shepherd
	0 nays	
	2 absent	Campbell, Dean

Minutes: Mr. Davidson made a motion to approve the minutes of the Thursday, August 22, 2019 meeting. Mr. Spence seconded the motion and the following vote was recorded.

Vote:	5 yeas	Pugh, Davidson, Jr., Spence, Wagoner, Shepherd
	0 nays	
	2 absent	Campbell, Dean

Citizens' Time: No citizens spoke.

Other Business: No further discussion.

Questions/Comments for the Commissioners: No further discussion.

Recess: At approximately 6:34 p.m. Mr. Spence made the motion to recess the Planning Commission's meeting until their 7:00 p.m. joint public hearing with the Board of Supervisors. Ms. Wagoner seconded the motion. All were in favor.

JOINT PUBLIC HEARING
WITH BOARD OF SUPERVISORS

Board Members Present: Todd Dishner, Chairman, Park District, Rick Blevins, Vice-Chairman, Rye Valley District, Roscoe Call, Saltville District, Charlie Atkins, Atkins District, Phil Stevenson, North Fork District, Judy Wyant, Royal Oak District, Wade Blevins, Chilhowie District

Board Members Absent: None

Commissioners Present: Joel Pugh, Chairman, Park District, Graham Davidson, Jr, Vice-Chairman, Chilhowie District, Hazel Wagoner, Atkins District, Paul Shepherd, Rye Valley District, David Spence, Saltville District.

Commissioners Absent: Robert Campbell, North Fork District, Tony Dean, Royal Oak District

Staff Present: Michael Carter, County Administrator; Lisa Richardson, Assistant County Administrator; Clegg Williams, Zoning Administrator; Sarah Parris, and Kelly Woods, Administrative Assistants. Approximately 8 citizens were present.

At 7:00 p.m. Todd Dishner, Chairman of the Board of Supervisors, and Joel Pugh, 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. Mr. Atkins made the motion to waive the reading of the rules and Mr. Blevins seconded. All were in favor.

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 24, 2019, 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 James Craig Harper for a Special Use Permit for a Service Business. The property is located beside 174 Southwood Lane, Saltville Virginia, identified as Tax Map No. 41A-4-2 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
Joel Pugh, Chairman of the Planning Commission

James Craig Harper Special Use Permit for a Service Business:

Mr. Williams explained James Craig Harper owns a tract of land on the corner of Valley Road and Highway 107. Mr. Harper is interested in locating his towing business on the property and as required by our ordinance has applied for a special use permit. Notice of this public hearing was advertised in the Smyth County News on October 12 and 19, 2019. Notification was sent to each of Mr. Harper's adjoining property owners by first class mail. Mr. Williams did not receive any comments regarding this application. Mr. Williams called attention to Section 3-2.2 (v) which allows *service businesses* in the Agricultural/Rural district by issuance of a special use

permit and Article 6 which contains the provisions for Special Use Permits. He also like to note the 2013 Comprehensive Plan identifies this property as Commercial/Industrial on the Future Land Use Map.

Citizens: Eight citizens spoke against Mr. Harper's request.

Alan Dinsmore 176 Southwood Lane, Saltville VA; Nanine Woodward 174 Southwood Lane, Saltville VA; Bill Woodward 174 Southwood Lane, Saltville VA; Jim Carter 130 Valley Road, Saltville VA; Dottie Carter 130 Valley Road, Saltville VA concerns of the citizens were:

1. Danger to children getting on and off the bus
2. Spillage of oil and other liquids for vehicles
3. Decrease in property value
4. Property maintenance (e.g. weeds, accumulation of vehicles)
5. Fear of the property being a "junkyard"
6. Limited site distance at the entrance of the property
7. Increase in traffic on Southwood Lane

Adjoin Public Hearing: Chairman Todd Dishner and Chairman Joel Pugh closed the joint public hearing at approximately 7:25 p.m.

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

Recommendation on the request of James Craig Harper – Special Use Permit: Commissioner Graham Davidson made a motion to recommend the Board of Supervisors deny James Craig Harper's Special Use Permit request for a service business. Commissioner Paul Shepherd seconded the motion.

After consideration, the motion PASSED by the following vote:

AYES: Pugh, Spence, Wagoner, Shepherd, Davidson Jr.
NAYS: None.
ABSTAINERS: None.
ABSENT: Campbell, Dean

Adjournment: At approximately 7:31 p.m. Ms. Wagoner made motion to adjourn the Planning Commission's meeting and was seconded by Mr. Shepherd. All were in favor.

Hazel Wagoner, 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, December 26, 2019

The Smyth County Planning Commission met in their regular meeting on Thursday, December 26, 2019, at 6:00 P.M. in the Smyth County Office Building.

Commissioners Present: Tony Dean, Paul Shepherd, Hazel Wagoner, David Spence and Joel Pugh

Commissioners Absent: Graham Davidson Jr, and Robert Campbell

Staff Present: Sarah Parris, Administrative Assistant

Mr. Pugh called the meeting to order at 6:00 p.m.

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

Vote:	5 yeas	Pugh, Wagoner, Shepherd, Dean, and Spence
	2 absent	Davidson Jr., and Campbell

Minutes: Mr. Spence made a motion to approve the minutes of the Thursday, October 24, 2019 meeting. Mrs. Wagoner seconded the motion and the following vote was recorded.

Vote:	5 yeas	Pugh, Wagoner, Shepherd, Dean, and Spence
	2 absent	Davidson Jr., and Campbell

Citizens' Time: None

Other Business and Questions/Comment from Commissioners: The terms of the commissioners were reviewed to insure all were up-to-date. Operating procedure and by-laws on attendance was discussed. Operating procedures will be reviewed at the next meeting.

Adjournment: At approximately 6:18 p.m., Mrs. Wagoner made the motion to adjourn and was seconded by Mr. Shepherd. All were in favor. .

Hazel Wagoner, Secretary