

AT A MEETING OF THE MONTGOMERY COUNTY PLANNING COMMISSION ON JANUARY 12, 2022 IN MULTIPURPOSE ROOM 2, SECOND FLOOR, COUNTY GOVERNMENT CENTER, CHRISTIANSBURG, VIRGINIA:

CALL TO ORDER

Chair Workman called the meeting to order at 7:00 and welcomed new Planning Commissioner Lonnie Linkous and recognized Angie Hill’s presence at the meeting.

DETERMINATION OF A QUORUM

Chair Workman called the roll to determine a quorum.

Present: Adam Workman, Chair
Bryan Rice, Vice-Chair
Bill Foster
Lonnie Linkous
Robert Miller
Andrea Sharpe-Robinson
Trey Wolz
Sara Bohn, Board of Supervisors Liaison

Absent*: Coy Allen, Secretary
Dale Hackney

Staff: Brea Hopkins, Interim Planning Director
Justin D. Sanders, Development Planner
Kimberley Wright, Planning Coordinator
Angie Hill, Assistant County Administrator/CFO

DETERMINATION OF A QUORUM

On a motion by Mr. Foster, and seconded by Mr. Rice, the Planning Commission determined a quorum.

APPROVAL OF AGENDA

On a motion by Mr. Rice, and seconded by Mr. Foster, the Planning Commission unanimously approved the agenda as presented.

APPROVAL OF CONSENT AGENDA

On a motion by Mr. Rice, and seconded by Mr. Miller, the Planning Commission approved (5-0-2, Linkous and Workman abstaining) the consent agenda as presented.

PUBLIC ADDRESS

Chair Workman opened this portion of the meeting at 7:02 pm. Having no speakers, the public address portion of the meeting was closed.

OLD BUSINESS

There were no agenda items for Old Business.

NEW BUSINESS

a. Annual Report Information

Mr. Sanders reviewed the Annual Report with the Commissioners, highlighting the number of applications received and benefits of the new land use/permitting software. Mr. Sanders stated that customers are seeing the impact of improved speed.

2021 Planning Staff Projects Include: Permit & Application Management Software, Application and Form Audit/Revisions, Agricultural and Forestal Districts renewal, CDBG Grant for Neighbors in Need, Village Plan Updates for Prices Fork and Riner and an update to the County's Transportation Plan.

2021 GIS Staff Projects Include: GIS Enterprise Upgrade, providing VATI 2022 Broadband Grant Support, 2020 Census Data, Support for NextGen 911, Web GIS Portal for AFD Renewals, 2021 Aerial Pictometry, preparing for County Reassessment, and support for call mapping for Emergency Services.

Mr. Sanders reviewed staff development activities including training, conferences, and professional development.

The annual report will be presented to the Board of Supervisors in February.

Assistant County Administrator/CFO Angie Hill added that Administration is evaluating the Planning Director position and plans to advertise the vacancy within two weeks.

b. Short Term Rental Text Amendment Update

Mr. Sanders updated the Planning Commission on the status of short-term rental text amendments. Due to current staffing levels, the amendments will be delayed for Planning Commission review. Mr. Sanders reviewed the reason for the amendments citing increased number of applications for short-term rentals, changing trends in lodging and safety concerns.

Mr. Sanders described the amendment process including research, revising/crafting new definitions to be reviewed by County Attorney, determination of uses in various Zoning Districts, meeting with the Building Code Official and Virginia Department of Health and development of draft supplemental regulations.

Mr. Sanders went over the revised timeline, and anticipates bringing the changes to the Planning Commission in a work session in March, with Public Hearings beginning in April.

c. County Transportation Plan Update

Ms. Hopkins presented the update on the Country Transportation Plan. The kick-off took place in May 2021, with the plan drafted in September. Currently, plan chapters and needs assessment are underway, and a public survey is available.

Ms. Hopkins demonstrated the online site with survey that can be submitted. Anyone can also sign up to receive email updates and give feedback.

Ms. Sharpe-Robinson pointed out that not everyone is familiar with the wording used on the website and asked if there is a definition source. Ms. Hopkins will ask the consulting firm if clarification can be made for terms that aren't clear to the general public. The survey is now live, and there may be limits on what can be changed, but adding definitions may be easy. Staff will be sharing the survey soon on social media.

Mr. Foster asked about funding options. Ms. Hopkins stated that there are multiple options, but they are based on what the specific needs are determined to be, as well as how they fit in funding models. VDOT will guide the process with the consultant. Mr. Foster asked Supervisor Bohn if this has ever been addressed through local money instead of VDOT money, she explained that local funding is limited.

Ms. Hopkins explained that Smart Scale and Revenue Sharing funding with VDOT are based on a point system, the more points collected, the more competitive the County is for funding opportunities.

Supervisor Bohn asked about the possibility to incentivize people to take survey? Ms. Hill will discuss any potential with the County Attorney.

Ms. Hopkins shared that in her experience with public outreach, having snacks available at events encourages attendance. Ms. Hopkins also pointed out anyone that uses Montgomery County roads is encouraged to take the survey, not just Montgomery County taxpayers. Ms. Hopkins stated that Virginia Tech staff will be including the survey link in a weekly email to VT employees as well as other community groups such as Lions Club, religious

communities, Chamber of Commerce (AW suggested), Schools, Parks & Rec Department on their list serve.

d. 2022 Planning Commission Work Program Discussion

Ms. Hopkins reviewed the 2021 Work Program and explained that some items will be carried over to 2022

The Planning Commission expressed their appreciation and confidence in the 2022 plan as presented.

e. Resolution Recognizing Will Bulloss

RESOLUTION OF APPRECIATION

WHEREAS, Will Bulloss has provided dedicated and distinguished service to the people of Montgomery County as a member of the Montgomery County Planning Commission from 2018 to 2021; and

WHEREAS, Mr. Bulloss's commitment to better planning is evidenced by his completion of the Certified Planning Commissioner Training Program; and

WHEREAS, the wise counsel of Mr. Bulloss has always been for the betterment of the citizens of Montgomery County;

NOW THEREFORE, BE IT RESOLVED, that the Montgomery County Planning Commission hereby expresses its appreciation to Will Bulloss for over three (3) years of outstanding service to the people of Montgomery County.

On a motion by Mr. Rice, and seconded by Mr. Foster, the Planning Commission unanimously approved the Resolution of Appreciation for William Bulloss, as presented.

f. Resolution Recognizing Emily Gibson

RESOLUTION OF APPRECIATION

WHEREAS, Ms. Emily Gibson has provided dedicated and distinguished service to the people of Montgomery County while serving as Director of Planning and GIS Services from January 2015 to January 2022, and

WHEREAS, Ms. Gibson has used her professional skills, customer service skills and administrative abilities on a number of projects important to Montgomery County including: development of a strategic plan for agriculture and agritourism in the New River Valley, adaptive reuse of the Old Prices Fork Elementary School, enhancements to the County website, updates to the County Transportation Plan, updates to the County Comprehensive Plan and Village Plans, implementation of a Safe Walks to Schools project for the Auburn community, updates to the County Subdivision Ordinance, updates to the County Sign Ordinance, adoption of new permit management software, implementation of a new public Geographic Information Systems portal, coordination of 2020 Census activities, coordination of the Community Development Block Grant for the Neighbors in Need Program, and providing support and expertise to the Montgomery County Broadband Initiative, and

WHEREAS, Ms. Gibson provided ongoing support to the Planning Commission and Board of Supervisors, as well as other County departments and agencies, on land development, planning, and zoning issues, and

WHEREAS, Ms. Gibson actively served as a member of the Virginia Chapter of the American Planning Association and the Engaging Local Government Leaders professional organization,

NOW THEREFORE, BE IT RESOLVED, that the Montgomery County Planning Commission hereby expresses its sincere appreciation to Ms. Emily Gibson for seven years of outstanding service to the people of Montgomery County.

On a motion by Mr. Foster, and seconded by Mr. Miller, the Planning Commission unanimously approved the Resolution of Appreciation for Emily Gibson, as presented.

g. 2022 Liaison Appointments

Chair Workman asked all Commissioners if they would like to remain on their existing appointments. Mr. Wolz asked to be removed as the Town of Christiansburg Planning Commission liaison since his term is expiring soon. Chair Workman asked if someone needed to be added to Radford Planning Commission, vacancy remains, staff will continue to ask for updates from City of Radford Planner Melissa Skelton.

On a motion by Mr. Foster, and seconded by Mr. Miller, the Planning Commission voted to keep liaison appointments the same, and to remove Mr. Wolz from Town of Christiansburg.

LIAISON REPORTS

Board of Supervisors – Supervisor Bohn reported that Supervisor Sherri Blevins was recently elected as Board of Supervisors Chair, and Supervisor Mary Biggs as Vice-Chair for 2022. The Board has to began budget hearings. An extended work session will be held January 21 to discuss redistricting. Supervisor Bohn explained some of the redistricting effects. The Board moved to approved fire and rescue incentives. A Legislative dinner was held in November with delegates and state senators. Supervisor Bohn stated that the newly elected delegates are ready to go to work.

Public Service Authority – Supervisor Bohn reported that funding to cover various water issues for PSA has been discussed.

Blacksburg Planning Commission – No liaison report, Mr. Sanders stated that the Town of Blacksburg just recently approved a Conditional Use Permit for a new Sheetz.

Christiansburg Planning Commission – No report.

Radford Planning Commission – No report.

Tourism Council – Mr. Miller said the last meeting was November when David Rotzinger was introduced as the new director. Most discussion was driven by change of dates in graduation.

Parks and Recreation – No report, next meeting will be in March.

Interim Planning Director's Report – Ms. Hopkins reminded the Commissioners that Disclosure Forms are due February 1 and can be turned into staff or County Administration, extra copies were made available at the meeting. The next Planning Commission Meeting will be February 16. Staff has received a new SUP application, but are unsure of when it may go to Public Hearing.

The Development Planner position has been advertised again with the hope of getting a qualified applicant into the position soon.

Ms. Hopkins expressed appreciation toward Craig Meadows and Angie Hill for their support while she transitioned into Interim Director. Ms. Hill expressed that Administration has full confidence in Ms. Hopkins.

Ms. Hopkins shared that the Board of Supervisors recently met for the first time in the new Board Room, and offered a tour after the Planning Commission meeting. Entry to the dais is from the rear conference room area.

Ms. Hopkins shared that a representative from the Public Information Office will be attending the next Planning Commission meeting.

Mr. Foster stated that it was his intention to bid farewell as Chair at the December meeting, but the meeting was canceled. Mr. Foster thanked all members of the Planning Commission for their support, and staff for helping him move forward in his role.

ADJOURNMENT

With no additional business, Chair Workman adjourned the meeting at 7:58 p.m.