

**REGULAR MEETING OF
LURAY PLANNING COMMISSION
April 12, 2017**

The Luray Planning Commission met on Wednesday, April 12, 2017 at 7:00 p.m. in regular session. The meeting was held in the Luray Town Council Chambers at 45 East Main Street, Luray, Virginia at which time there were present the following:

Commissioners Present:

Ronald Good
Gail Kyle
Brian Sours
Grace Nowak
Alan Eldridge
John Shaffer
Tracie Dickson

Others Present:

Charlie Hoke, Town Manager

The meeting was called to order by Chairman, Ronald Good, at 7:00 p.m. and everyone joined in the Pledge of Allegiance to the flag. The roll was called with all members present.

APPROVAL OF MINUTES:

Motion: Commissioner Sours made the motion to accept the minutes from the February 15, 2017 Regular Planning Commission meeting and seconded by Commissioner Nowak. YEA: Commissioners Good, Kyle, Sours, Nowak, Eldridge, Shaffer, Dickson. **Approved 7-0**

PUBLIC HEARINGS:

Bed and Breakfast, and Lodging House be included in Section 406.1 as By Right uses in the B-1 Zoning District

Chairman Good stated that the Commission has advertised for a public hearing such that Bed and Breakfast, and Lodging Houses be included as a by-right use in the B-1 Zoning district. Mr. Good said this was discussed at the February Commission meeting and some recommendations have been received from the Town Attorney. Mr. Hoke said that Town Attorney, Jason Botkins, recommended that the verbiage include “hostel” as a type of lodging house. The term “hostel” would be included in the definition of “lodging house” if amended. Members agreed that this is an amendment that needs to be made to the town’s zoning ordinance.

Mr. Good opened the public hearing for citizen comment. With no citizens present to speak on the issue, the hearing was closed.

Motion: Commissioner Shaffer made the motion to approve the amendment to the zoning ordinance to include bed and breakfast and lodging house in section 406.1 as a by-right use in the B-1 district. Motion seconded by Commissioner Kyle: YEA: Commissioners Good, Kyle, Sours, Nowak, Eldridge, Shaffer, Dickson. **Approved 7-0**

Creation of Section 209- Boundary Line Adjustments

Chairman Good said that the Commission has also advertised for public hearing the amendment to include Section 209 – Boundary Line Adjustments to the Town Zoning Ordinance. Mr. Hoke said that currently a boundary line adjustment is made by authority of administrative approval. Mr. Hoke explained that the procedure was in place and will align the code with town practices. He noted that there will be a checklist in place for the approval of the boundary line adjustment. This change simply outlines the checklist practice. Mr. Eldridge said he is in full support of the change to make the practice clearer and better.

Mr. Hoke said that he has not received any comments or concerns from the public. Chairman Good stated that the change does effectively create a checklist of requirements. Mr. Hoke stated that this amendment was reviewed by the Town Attorney. Chairman Good opened the public hearing for citizen comment. With no one present to speak, the hearing was closed.

Motion: Commissioner Sours made the motion to create Section 209 regarding Boundary Line Adjustments. Motion seconded by Commissioner Nowak: YEA: Commissioners Good, Kyle, Sours, Nowak, Eldridge, Shaffer, Dickson. **Approved 7-0**

UPDATES AND DISCUSSION

Mr. Hoke informed members that he handles issues that arise a bit differently than the Town Planner. He stated that he is responsible for enforcing the town's zoning ordinances that are Council approved. Mr. Hoke said that if someone would like a change he goes through the process of discussing it with the Planning Commission and with the Town Council. Mr. Hoke said that he then proceeds with advertising and public hearing as necessary. Mr. Hoke said that he does not make changes unnecessarily and that the commission may see fewer meetings.

Mr. Hoke said there have also been some recommendations made by the Town Attorney regarding the Zoning Ordinance. He said that there are some recommendations for consideration by the commission. If the commissioners feel these changes are warranted, Mr. Hoke will ask that the Council proceed with the public hearing process. He noted that the Zoning Ordinance is in need of some updates and he hopes this can be achieved in a timely manner. Ms. Nowak noted some of the changes from the Town Attorney that add to the clarification of the wording. Mr. Hoke said that some of the wording is simply outdated. Mr. Hoke said that town staff considered hiring a consultant to make these changes but that it is not cost effective. He noted that most of the changes should be handled directly by the town and will be reviewed by the Town Attorney. Mr. Hoke said that hopefully the commission has had time to review these changes and can forward them to the Town Council. Mr. Good said that if the Council wishes to proceed, the Commission will move forward to hold a public hearing.

Mr. Hoke advised the commissioners that the Town Council is considering hiring a dual role position of Town Planner/Economic Development. Mr. Hoke said that he supports this and that the Council will need to choose to move forward to advertise for the position. Mr. Hoke said that previously the town advertised for a part time planner. One very qualified individual applied but there were circumstances that prevented the individual from relocating. Mr. Hoke said that nothing has worked out so far, but he is hopeful that there will be some new direction in the near future.

Commissioner Shaffer asked if Mr. Hoke needs a recommendation on moving forward with the zoning amendments to the Town Council level. Chairman Good asked if Mr. Hoke would like a formal vote on the issue. Mr. Hoke said that the commission's consensus is sufficient.

Members discussed the dual role position for the town and their recommendations. Members discussed economic development efforts by the county and how they pertain to the town. Commissioners also discussed the success of LDI with promoting the town's economic development. Mr. Hoke said that all members have a valid point of view and he feels that the Town Planner position is definitely warranted. Members discussed that the county is often the point of contact on economic development opportunities rather than the town. Despite this, commissioners discussed the need for the town to promote its own efforts. Chairman Good recalled that often a new business owner or developer would receive assistance from the former Town Planner. Mr. Hoke agreed that Mr. Webb would go out of his way to assist the new business. Chairman Good said that he feels the dual role has been there all along but this would make the role more official. Members discussed outreach and seeking out business opportunities.

There being no further business, the meeting adjourned at 7:47 p.m.

Charlie Hoke
Town Manager

ATTEST: _____
Prepared by: D. Babb, Deputy Clerk Treasurer