



**AGENDA**  
**Wytheville Planning Commission**  
**Thursday, May 12, 2022**  
**6:00 p.m.**  
**Council Chambers**  
**150 East Monroe Street**  
**Wytheville, Virginia 24382**

1. **CALL TO ORDER** — Chairman George F. Wittwer
2. **ESTABLISHMENT OF QUORUM** — Chairman George F. Wittwer
3. **CONSENT AGENDA**
  - A. Minutes of the regular meeting of April 14, 2022
4. **PUBLIC HEARING**
  - A. To consider the request of Riley Construction Company, Incorporated for a Special Exception Permit to construct approximately 17,000 to 20,000 square feet of additional storage units on their property located at 555 Peppers Ferry Road, Wytheville, Virginia, which is located on the east side of Peppers Ferry Road between Community Boulevard and Hedgefield Lane, in a B-1 Business District
5. **RECOMMENDATION TO TOWN COUNCIL**
  - A. To consider the request of Riley Construction Company, Incorporated for a Special Exception Permit to construct approximately 17,000 to 20,000 square feet of additional storage units on their property located at 555 Peppers Ferry Road, Wytheville, Virginia, which is located on the east side of Peppers Ferry Road between Community Boulevard and Hedgefield Lane, in a B-1 Business District
6. **PUBLIC HEARING**
  - A. To consider amending the Zoning Ordinance to include regulations regarding Solar Energy Facilities
7. **RECOMMENDATION TO TOWN COUNCIL**
  - A. To consider amending the Zoning Ordinance to include regulations regarding Solar Energy Facilities
8. **PUBLIC HEARING**
  - A. To consider amending the Zoning Ordinance to repeal and replace the current Sign Ordinance

9. **RECOMMENDATION TO TOWN COUNCIL**

- A. To consider amending the Zoning Ordinance to repeal and replace the current Sign Ordinance

10. **CITIZENS' PERIOD**

11. **OTHER BUSINESS**

- A. Annual review of Special Exception Permits for: 1) Thomas and Tina Cline; 2) Department of General Surplus; 3) Brad Litton; 4) Wytheville (Wytheville) WMC, LLC (Petco); 5) Chris Umberger; 6) Loretto Historic Mansion, LLC; 7) U.S. Cellular; 8) Suzanne Richert
- B. Set a public hearing to consider renewing a Special Exception Permit for Mr. Larry Sharitz to operate an auto repair shop and to add the use to operate an auto welding shop at 140 Hillcrest Road, which is located on the north side of Hillcrest Road between Dove Road and the Town Corporate Limits, in a B-1 Business District

12. **ADJOURNMENT**

**MINUTES OF THE REGULAR MEETING OF THE WYTHEVILLE PLANNING COMMISSION  
HELD IN THE COUNCIL CHAMBERS ON THURSDAY, APRIL 14, 2022, AT 6:00 P.M.**

Members present: George F. Wittwer, John W. Jones, Jr., Bradford M. Litton, Lisa K. Anderson

Members absent: Cathy D. Pattison, David E. Schmidt, M. Bradley Tate

Others present: Town Clerk Sharon G. Corvin, Chief Deputy Clerk Brandi N. Jones, Planning Director John Woods

**RE: CALL TO ORDER, QUORUM**

Chairman Wittwer called the meeting to order and established that a quorum was present.

**RE: CONSENT AGENDA**

Chairman Wittwer presented the consent agenda consisting of the minutes of the regular meeting of March 10, 2022. He inquired of the Commission if there were any additions or corrections to the consent agenda or if there was a motion to approve the consent agenda, as presented. A motion was made by Mr. Jones and seconded by Ms. Anderson to approve the minutes of the regular meeting of March 10, 2022, as presented. Chairman Wittwer inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: George F. Wittwer, John W. Jones, Jr., Bradford M. Litton, Lisa K. Anderson. Against: None.

**RE: CITIZENS' PERIOD**

Chairman Wittwer advised that the next agenda item is Citizens' Period. He noted that there were no citizens attending the meeting, therefore, he would proceed with the agenda.

**RE: OTHER BUSINESS**

- A. Continued Review of Sign Ordinance Language: Chairman Wittwer advised that the next agenda item is the continued review of the Sign Ordinance language. He stated that Staff has incorporated photo examples of sign types and has prepared diagrams to help citizens understand and utilize the regulations. Chairman Wittwer noted that Planning Director John Woods will present highlights of the graphics and the other changes to the proposed Sign Ordinance. He advised that the Planning Commission may wish to schedule a public hearing for consideration of the new Sign Ordinance at the next Planning Commission meeting. Planning Director John Woods explained that the changes to the ordinance include the addition of pictures to help give citizens an idea of what the sign means, how to measure sign height and that the area for a wall sign has changed from 35 percent of the wall area to 25 percent. He then continued to discuss further details regarding the ordinance. Mr. Litton inquired of Director Woods what changes would be most substantial with the rewrite of the ordinance. Director Woods stated the main reason for the rewrite is to make sure the Town is in compliance with State regulations. He then noted that the most substantial changes will be the elimination of new billboards and the elimination of the Town Manager or Zoning Administrator being able to waive any regulations in the ordinance. A motion was made by Mr. Jones and seconded by Mr. Litton to hold a public hearing regarding the revisions to the Sign Ordinance at the Planning Commission

meeting on Thursday, May 12, 2022. Chairman Wittwer inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: George F. Wittwer, John W. Jones Jr., Bradford M. Litton, Lisa K. Anderson. Against: None.

- B. Solar Energy Facility Regulations: Chairman Wittwer advised that the next agenda item is further review of the Solar Energy Facility Regulations. He stated that since the March meeting, Staff has reviewed State Code regarding the regulation of solar energy facilities. Chairman Wittwer noted that it was discovered that State Code requires municipalities to collect securities for the estimated decommissioning cost for every power grid scale solar facility. He stated that Staff has reincorporated the security requirement previously edited from the draft ordinance. Chairman Wittwer advised that the Planning Commission may choose to set a public hearing for the next Planning Commission meeting. A motion was made by Mr. Jones and seconded by Ms. Anderson to hold a public hearing regarding Solar Energy Facility Regulations at the Planning Commission meeting on Thursday, May 12, 2022. Chairman Wittwer inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: George F. Wittwer, John W. Jones Jr., Bradford M. Litton, Lisa K. Anderson. Against: None.
- C. Transitional Zoning Business/Residential: A Sample Form-Based Code: Chairman Wittwer advised that the next item on the agenda is to consider the Transitional Zoning Business/Residential: A Sample Form-Based Code. He stated as part of the Calhoun Street housing proposal during the March meeting, the Planning Commission expressed the need to promote additional housing development and encourage adaptive reuse of abandoned and/or obsolete structures in the community. Chairman Wittwer noted that one of the approaches discussed is the establishment of a form-based zoning code. He stated that Staff has prepared a sample form-based code that would address the transitional areas surrounding the core of downtown Wytheville. Chairman Wittwer advised that the sample ordinance incorporates examples of housing and mixed use development patterns that have been used in other communities to stimulate infill development. He stated that Director Woods would present the form-based code information. Director Woods stated that the form-based code example would be subject to many modifications. He noted that with this type of code, a developer would have the option to select from similar structures and if it is allowed, it could then be built. Director Woods advised that with this code, it would allow for more control over how things are built and provide more flexibility for a developer. He noted that a duplex, triplex and fourplex are allowable in the current ordinance, however, current setback requirements would make it difficult to construct in the B-2 DT Business District due to the requirement of meeting all three setback regulation requirements. Director Woods then stated that other non-allowed uses with current building regulations are cottage courts, pocket neighborhoods, small cottage neighborhoods, courtyard buildings, etc., however, they are being reviewed under mixed use districts in a form-based code. Director Woods continued to discuss possible changes and additions to various zoning district requirements within the current code and a form-based code. Mr. Litton inquired of Director Woods how this would affect current zoning districts. Director Woods stated that it would be a repeal and replace Zoning Ordinance. Mr. Litton then inquired about the industrial zoning districts. Director Woods advised that an M-1M Industrial zone would be applied to areas that wanted to be preserved, for example, Pepsi, Gatorade, etc., however, areas near the railroad tracks and the pallet business would be rezoned. He stated that he hopes the new Zoning Ordinance will be adopted within the next six months to a year. Chairman Wittwer inquired of Director Woods

which areas are of the highest priority. Director Woods stated the two areas of the highest priority are downtown Wytheville and the area where CJ's Pizza is located. He noted that the Town will be putting a lot of thought into whether this project should be taken on as a whole or as piecemeal. Chairman Wittwer stated that he believes the project should be taken one piece at a time. Mr. Jones noted that further discussion regarding this topic should be held at the next meeting. Chairman Wittwer advised that more information will be put together regarding this topic, and that further discussion will be held at a future meeting. There being no further discussion, he proceeded to the next agenda item.

- D. Proposed R-4 District Regulations: Chairman Wittwer stated that the next agenda item is the continued discussion regarding proposed R-4 District Regulations. He stated that at the March meeting, the Planning Commission discussed the creation of a new R-4 Zoning District to allow acceptance of streets at Old Stage Crossing into the Town Street Maintenance Program. Chairman Wittwer noted that the Commission directed staff to develop the proposed R-4 Zoning District as a tool to encourage additional innovative residential development in other areas around Wytheville. He stated in view of the form-based code example presented previously, Staff would like to discuss the possibility of incorporating a number of the residential development forms discussed previously as part of the R-4 Zoning District. Director Woods stated that, currently, the biggest problem with the potential R-4 Zoning District is the completion of Old Stage Crossing. He stated that there is a need for a balance between the developed property and the rest of the property of Old Stage Crossing, due to a different form than originally proposed. Director Woods noted that with the proposal of the R-4 Zoning District, new development opportunities or ideas that were discussed previously that are not currently allowed will be allowed soon with the possible changes. Chairman Wittwer inquired of Director Woods regarding the approach of pocket neighborhoods or small cottage neighborhoods for Old Stage Crossing. Director Woods stated that the old stockyard property was being considered for small lot overlay. Mr. Litton inquired if the old stockyard property would be a good site. Director Woods advised that the size of that lot is big enough for multiple units, but by the time streets would be in compliance with the current ordinance, the number of units able to be built would be lowered. Mr. Litton noted that if adjacent off street parking is available, the construction of wide streets would not be needed. Director Woods stated that they are looking for a good size site, but not big enough for a cul-de-sac and standard lots all the way around. He then inquired of the Commission if multiplex and fourplex buildings should be included in the R-4 Zoning District, or if they should be left in the business/residential mixed use zoning district. Director Woods stated that he personally believes they will fit better if left in the business/residential district. He noted that he will try to refine the R-4 Zoning District information into a form-based code example to bring back to the May meeting. Chairman Wittwer inquired if there was any further discussion. There being none, he proceeded to the next item.
- E. Special Exemption Permit – Riley Construction Company, Inc.: Chairman Wittwer advised that the next item on the agenda is to consider a Special Exemption Permit for Riley Construction Company, Inc. Chairman Wittwer stated that the Town has received an application from Riley Construction Company, Incorporated for a Special Exemption Permit to construct approximately 17,000 to 20,000 square feet of additional storage units on their property located at 555 Peppers Ferry Road. He noted that the property is located on the east side of Peppers Ferry Road between Community Boulevard and Hedgefield Lane, in a B-1 Business District. Chairman Wittwer stated the Planning Commission will consider setting a public hearing regarding the proposal for the May 12, 2022, meeting. Director Woods stated that this Special Exemption Permit has expired and is now being

reapplied for by Riley Construction Company, and it was approved for a similar proposal. He noted that they are wanting to add storage units large enough to store a car and units that are the same size as their existing units. Discussion continued regarding the requirements needed for the proposed additions to the Riley Construction Company site. A motion was made by Mr. Jones and seconded by Mr. Litton to set a public hearing regarding the Special Exemption Permit application for Riley Construction Company at the May Planning Commission meeting on Thursday, May 12, 2022. Chairman Witter inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: For: George F. Wittwer, John W. Jones Jr., Bradford M. Litton, Lisa K. Anderson. Against: None.

**RE: ADJOURNMENT**

There being no further business, a motion was duly made, seconded and carried to adjourn the meeting (6:58 p.m.).

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George F. Wittwer, Chairman

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Brandi N. Jones, Chief Deputy Clerk