

Minutes of a regular meeting of the Marion Planning Commission held in Council Chambers at the Municipal Building on March 13, 2017 at 5:15pm.

**CALL TO ORDER:** Chairman Cameron Wolfe called the meeting to order.

**INVOCATION:** Mr. Hicks rendered the invocation.

**VISITORS:** None.

**PRESENT:** Chairman Cameron Wolfe, Vice-Chairman Bob Ramsey, Dan Surface, Jim Barker and Trey White Planning Commission Members, Town Engineer/Assistant Town Manager Cecil Hicks, Town Manager/Zoning Administrator Bill Rush, Deputy Clerk Anita Catron and Town Attorney Mark Fenyk (arriving late).

**ABSENT:** Alice Freeman, Ben Reedy.

**DETERMINATION OF A QUORUM:** The meeting was called to order, and with 5 voting members present, the Commission has a quorum.

**MINUTES:** Upon motion of Mr. Surface, seconded by Mr. Ramsey and a vote of 5 AYES and 0 NOES, minutes of the meeting held February 13, 2017 were approved as written. Messrs White, Barker, Surface, Ramsey and Wolfe voted affirmatively.

**REPORT OF THE SECRETARY:** No Report

**REPORT OF STANDING COMMITTEES:** No Report.

**REPORT OF SPECIAL COMMITTEES:** No Report.

**DISCUSSION REGARDING THE COMPREHENSIVE PLAN:** Mr. Rush reminded members the Comprehensive Plan was adopted November 5, 2012. This needs to be reviewed for changes every five years, and it is time to start again. Mr. Rush and Mr. Hicks will contact Brian Reed with Mount Rogers Planning District Commission for assistance with this.

**CONTINUED REVIEW OF THE TOWN CODE: "TRASH RECEPTACLES":** Chairman Wolfe asked Mr. Rush to continue with this discussion. Mr. Rush gave members a draft for **Residential Trash Enforcement Guidelines** that he feels will be what is needed for dealing with this issue, and asked for any thoughts or discussion on this draft. Members discussed the handling of notification to the public, the need to make citizens aware of the ordinance(already in place) requiring that garbage, even inside a trash can, still needs to be in a bag, a better way to notify citizens when garbage pick-up is to change due to a holiday and how the collection of fines will work. Mr. Rush explained this is comparable to the issuing of a parking ticket in the downtown area, and will be handled in the same way. If Town Council chooses to adopt this ordinance change, it will require a public hearing for the Town Code amendment. Notice for this proposed ordinance change will be advertised in the paper along with the notice of the public hearing, this will help to inform citizens of the change. Mr. Rush stated he will work on a flyer listing the observed holidays, and show the changes for garbage pick-up collections for those dates. (Mr. Fenyk arrived). After discussion and upon motion of Mr. Surface, seconded by Mr. Ramsey and a vote of 5 AYES and 0 NOES, Marion Planning Commission recommendation to Marion Town Council is to accept this draft copy of the **Residential Trash Enforcement Guidelines** as worded.

**RIGHT OF WAY WORDING OR REQUIREMENTS FOR ZONING ORDINANCE AMENDMENT:** Chairman Wolfe stated the next item on the agenda for discussion is dealing with the Zoning issues, and turned the floor to Mr. Rush to proceed. Mr. Rush gave a draft to members for review. The draft gave a definition for re-subdivision. He feels this wording will help enforce the requirements already in place for zoning for the areas, lot size requirements, frontage, setbacks, etc. He would like to ensure that land will not become land-locked and create problems in the future. This draft amendment would also require deeded ownership of land allowing for ingress/egress to a town owned street or right of way. All new right of ways may be no less than 50' wide and not shared with contiguous properties. No undeeded right-of ways or egress easements will be allowed. All re-subdivision parcels must: 1) be approved by Marion Town Council prior to recording of the certified plat, 2) be recorded in the Smyth

County Courthouse upon creation of the new parcel, and also before the culmination of a parcel sale or gift transaction. This draft would state that any removal or creation of new parcels in Town of Marion requiring upgrades by VDOT, municipal utilities or other capital upgrades by the Town of Marion, or to be installed by a developer and will later become the town's property, be considered a subdivision and subject to all rules and regulations of the Town Code. Any use of undeveloped Town owned right-of ways, may be allowed with authorization by Marion Town Council but, may be withdrawn by Town Council at any time for any reason. (Mr. Rush left the meeting). Discussion ensued. Mr. Fenyk informed members that in accordance with the Code of Virginia, plats for sub-divisions must be signed off on by the Town Manager and Zoning Administrator, and must be recorded within six months. Members feel they would like more discussion and review of this item. Chairman Wolfe asked for a recommendation to table this discussion until the next meeting. Upon motion of Mr. Ramsey, seconded by Mr. Barker and a vote of 5 AYES and 0 NOES, this discussion was tabled until the next meeting of Marion Planning Commission.

**OTHER QUESTIONS OR COMMENTS:** Members were also given an insert to be placed in their copy of the Town Zoning Ordinance. They would like more information on this insert.

**The next Planning Commission meeting will be April 10, 2017. Election of officers will be held at the April 10, 2017 meeting.**

Upon motion of Mr. Ramsey, seconded by Mr. Barker and a vote of 5 AYES and 0 NOES, the meeting was adjourned.

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Chairman

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Secretary