

**BRISTOL VIRGINIA PLANNING COMMISSION**  
**Monday, February 15, 2018**  
**12:00 pm**

<b>MEMBERS PRESENT:</b>	<b>MEMBERS ABSENT:</b>	<b>STAFF:</b>	<b>OTHERS:</b>
Kevin Wingard		Sally Morgan	David McGee
Todd Buchanan		Amy Thompson	K.D. Moore
Jordan Pennington		Gene Christian	Randy Davenport
Michael Pollard			Jeff Miller
Susan Long			Kreg Ramey

**I. CALL TO ORDER**

Chairman Pennington called the meeting to order at 12:02 p.m.

**II. Approval of Minutes of January 23, 2018 Regular Meeting**

Planning Commissioner Wingard made a motion to approve the minutes of the January 23, 2018 regular meeting. Motion was seconded by Planning Commissioner Buchanan and carried by the following votes:

AYES: Buchanan, Pollard, Wingard, and Pennington  
 ABSTAIN: Long

**III. Public Comment (for items not on the agenda)**

No public comments were made.

**IV. New Business**

**A. Consider Granting Preliminary and Final Plat Approval of Plat #03-2018 – The Falls – Lot 25 Subdivision**

City Planner Sally Morgan reported that the applicant is seeking preliminary and final plat approval to create a new Lot 25 from existing Lot 22 in The Falls – Phase II. The new tract will be 4.92 acres (Lot 25), leaving approximately 16.7 acres in the remainder of Lot 22. The property is owned by the Falls Development LLC and a site plan has been approved for a Hobby Lobby store on Lot 25 which will be addressed as 515 Falls Boulevard. Ms. Morgan advised that four previous subdivision plats have been approved by the Planning Commission including the one creating Lots 20-23 which was approved on March 20, 2017. Ms. Morgan concluded that the plat is in order and recommended approval of both the preliminary plat and the final for The Falls – Phase II – Lot 25.

Vice Chairman, Pollard made a motion to approve the preliminary plat for Plat #03-2018 - The Falls - Lot 25 Subdivision. Motion was seconded by Planning Commissioner Wingard and carried by the following votes:

AYES: Buchanan, Long, Pollard, Wingard and Pennington

Vice Chairman Pollard made a motion to approve the final plat for Plat #03-2018 – The Falls – Lot 25 Subdivision. Motion was seconded by Planning Commissioner Wingard and carried by the following votes:

AYES: Buchanan, Long, Pollard, Wingard and Pennington

B. Consider Granting Preliminary and Final Plat Approval of Plat #04 –2018 – Euclid Avenue Shopping Center, Re-Plat of Lot 3

City Planner, Sally Morgan, reported the applicant is seeking preliminary and final plat approval to one new lot by dividing Lot 3 in the Euclid Avenue Shopping Center into 2 parts, resulting in a new Lot #3A. The resulting two tracts will be 0.84 acres (Lot 3) and 0.46 acres (Lot 3A). The property is currently owned by Marathon Realty, but is under negotiation for purchase by Euclid Center LLC. This company plans to record this plat, if approved, following its purchase of Lot 3 and then demolish a portion of the existing structure and build a new structure on Lot 3. The remaining Structure on Lot 3A would be reduced in size (due to the demolition) to maintain two current tenant spaces.

Mr. K.D. Moore, the developer of the property, explained that the original plan to relocate the Subway restaurant and demolish the entire building did not work out, so he had to redesign the project to retain that portion of the building plus the one adjacent space and still build a new building for two additional restaurant tenants.

Ms. Morgan reported the Planning Commission previously approved the Euclid Avenue Shopping Center (Plat 03-2016) on July 18, 2016 which was subsequently approved by City Council on July 25, 2016. The Planning Commission also approved the activity in the 100-yr. floodplain for the redevelopment project at 1315 Euclid Avenue (Parcel 25-6-3) on July 31, 2017.

Ms. Morgan concluded the plat is in order and recommended approval of both the preliminary plat and the final for The Falls–Phase II–Lot 25.

Planning Commissioner Long made a motion to approve the preliminary plat for Plat #04 – 2018 – Euclid Avenue Shopping Center, Re-Plat of Lot 3. Motion was seconded by Planning Commissioner Wingard and carried by the following votes:

AYES: Buchanan, Long, Pollard, Wingard and Pennington

Planning Commissioner Wingard made a motion to approve the final plat for Plat #04–2018 - Euclid Avenue Shopping Center, Re-Plat of Lot 3. Motion was seconded by Planning Commissioner Buchanan and carried by the following votes:

AYES: Buchanan, Long, Pollard, Wingard and Pennington

C. Update on Planning Commission Vacancies

Ms. Morgan reported that Mr. Raettig has recently resigned from the Planning Commission, so there are now two vacant positions on the Commission with the earlier resignation of Mr. Corbett. She reported that there are currently two applicants for the Commission; however the appointments had been tabled at the last City Council meeting. Mr. Wingard advised that the appointments will be back on the agenda at a future Council meeting.

V. **Old Business**

A. Zoning Ordinance Revision Project Work Session

1. Presentation Regarding Division 14 – Outdoor Advertising. Ms. Morgan gave a presentation regarding the purpose of sign regulations, the types of signs addressed in a typical local sign code, and the history of sign regulations in Bristol, VA. She also mentioned some new developments that need to be addressed and in particular the Gilbert vs. Reed Supreme Court decision in 2015. The presentation hand-outs are attached and made a part of these minutes.

2. Scheduling of Upcoming Work Sessions. There was some discussion about possible dates and times for a work session to discuss outdoor advertising. Ms. Morgan said she would email possible dates for the first week of March and determine the best date and time for attendance. (*Secretary's note: A work session was subsequently scheduled for and held on March 5, 2018 at 12:00 PM*).

VI. **Adjournment**

There being no further business, the meeting was adjourned at 1:13 PM.

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Sally H. Morgan  
City Planner