

**REGULAR MEETING OF THE
LURAY PLANNING COMMISSION
AUGUST 15, 2012**

The Luray Planning Commission met on Wednesday, August 15, 2012 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:

Clifton Campbell
Larry Hakel
Pam Flasch
Ronald Good
Jerry Schiro

Others Present:

Bryan Chrisman, Assistant Town Manager
Ligon Webb, Town Planner
Jason Spittler, Town Attorney

Vice Chairman Clifton Campbell called the meeting to order and everyone joined in the Pledge of Allegiance to the flag.

APPROVAL OF MINUTES:

Commissioner Good stated one thing near the bottom of page 2 of the minutes where it is talking about the Special Use Permit that comes up tonight, it says that this property is on Moyer Avenue next to Charles Street; it should be next to Lawler Avenue. There being no other corrections or additions to the minutes, a motion was made by Commissioner Schiro that the minutes of the July 11, 2012 meeting be approved as amended. Motion was seconded by Commissioner Good and the vote was as follows: YEA: Commissioners Hakel, Campbell, Flasch, Schiro and Good. **APPROVED: 5-0**

ELECTION OF CHAIR AND VICE-CHAIR FOR TERM ENDING JUNE 30, 2013

Commissioner Campbell stated before we start with the election of officers, everyone here is qualified to be Chair or the Vice Chair. Mr. Webb reported that he had not talked to anyone about this directly if anyone wants to make a nomination for Chair. Commissioner Flasch nominated Commissioner Schiro for Chair. The nomination was seconded by Commissioner Hakel. Mr. Webb stated if everyone agrees with that say YEA. The vote was as follows: Commissioners Hakel, Campbell, Flasch, Schiro and Good. **APPROVED: 5-0**

Mr. Webb asked if anyone wanted to make a nomination for Vice Chair. Commissioner Hakel nominated Commissioner Campbell for Vice Chair. The nomination was seconded by Commissioner Flasch. All those in favor say YEA: The vote was as follows: Commissioners Hakel, Campbell, Flasch, Schiro and Good. **APPROVED 5-0**

MINUTES
AUGUST 15, 2012
PAGE 2

Mr. Webb stated Commissioner Schiro will be the Chair Person through June 30, 2013 and Commissioner Campbell will be the Vice Chair.

Commissioner Schiro then took over as Chair of the meeting.

Mr. Webb stated we will have our two new people next meeting. Commissioner Campbell then congratulated Commissioner Schiro.

Commissioner Schiro thanked everyone and stated he will do his best.

PUBLIC HEARING – SPECIAL USE PERMIT

Mr. Webb stated you may recall a year or so ago we updated our Town Code and went through a long, but productive, exercise and changed some things – home occupation, electronic office; and I think we have a good section of our Town Code with regard to home occupations that allows people to work out of their home and even have some clients come to their house. The only thing we wish we would have done was to expand it more but that's a conversation we had at a later date. Mr. & Mrs. Maxey contacted me several months ago and said they were planning on doing a home business where they are going to offer some classes in arts and crafts. I told them you can do a home base sort of hobby but if you are going to have people come to your house then it would be best that we go with a special use permit process, get a business license, advertise and don't have to worry about running afoul with the town or any of your neighbors. They decided to proceed that way and I encouraged them to apply for a special use permit which they have.

As far as the house goes, Mr. & Mrs. Maxey did give us a statement and the biggest concern for me was the number of people coming to the house at any given time. I suggested and they agreed that four would probably be the maximum and they agreed to no more than four people at their house, which in theory, I guess could be four different vehicles at any one given time and they said they could live with that. I said once again, four people, one day at a time in a 24 hour period. They were OK with that and gave me a statement locking them into that and for some reason they were not able to live up to that or have a dozen people down there at once, obviously we would be able to enforce that, but that's not going to be the case.

I went to the house and walked around and looked at it and there is plenty of room there and room for people to park. I sent letters to the neighbors and no one has called to complain or inquire, so I take that as if they really had an issue with it, they will get a town business license and pay their taxes. This is more like a hobby business, so I don't

MINUTES
AUGUST 15, 2012
PAGE 3

think they are going to have a class every day but whatever she decides to do; no more than four individuals and no more than one class in a 24 hour period will work out fine. I think this is a good example of why we changed our code and I'm happy to entertain this and hope it works out for them. Are there any questions?

Commissioner Schiro asked Mr. & Mrs. Maxey if they had anything they would like to say. Mr. Maxey stated we anticipate that the neighborhood impact will be minimal. We have good relationships with our neighbors and even if they complained about four being too many, we would take that into consideration. Four, as we mentioned to the Mayor, would be wildly successful from our point of view. Two or three would probably be more possible and the frequency is not going to be along the order of any kind of professional class of delivery system like a college; it's going to be a one here and there. I can guarantee that with a great deal of certainty.

Commissioner Schiro stated for the record there is no one here from the public to speak. Are there any questions or comments from the Commissioners?

Commissioner Hakel asked would your family be residing and doing the instructing. Mrs. Maxey stated just me. Mr. Maxey stated we are talking about basic skills like canning, knitting, spinning and things of that nature. Nothing that can be construed to be dangerous; it's just basic skills. Commissioner Hakel stated the home occupation says it is to be done by a member of the family. Commissioner Good stated it just sounds like this is alright to me. As Ligon says, this is what we looked at for home occupation and home office and those kinds of things. Commissioner Campbell stated if it meets the parking, that's one of the most crucial things as far as neighbors are concerned and if you meet those conditions, I don't think you will have a problem. Commissioner Schiro stated as you said, the neighbors were satisfied with this. Mr. Webb stated I sent letters out to not just those adjacent, but a few more than was required. I haven't heard anything and as far as parking, it's a good site, its level and a good place to park beside their house.

Commissioner Schiro stated if there are no more comments, we will entertain a motion. A motion was made by Commissioner Hakel that we recommend to Council that this be approved. Motion was seconded by Commissioner Campbell and the vote was as follows: YEA: Commissioners Hakel, Campbell, Flasch, Schiro and Good.

APPROVED 5-0

**MINUTES
AUGUST 15, 2012
PAGE 4**

Commissioner Good asked Chairman Schiro on the aerial photo we have here, does that actually show some cars parked beside the house? Commissioner Schiro stated yes, he noticed that. Mr. Webb stated that Google Maps recently took aerial shots of all of Luray. They do it every few years. Commissioner Campbell stated I think it's up to the person with the special use permit to control it and I think if they schedule their appointments, there should not be a problem.

**REVIEW – 2012 COMPREHENSIVE PLAN UPDATE & DISCUSSION
REGARDING IDEAS FOR UPCOMING “COMMUNITY WORK SESSION”**

Mr. Webb stated he talked about the two new members tonight but they will be here next month. I think everyone here has seen the slide show and I was just going over it with them. Commissioner Hakel stated he had not seen the slide show. Commissioner Good stated he had not seen it either. Mr. Chrisman stated if he is going to show it again to the two new members, do you want to show it tonight and again next week? If Commissioners Hakel and Good don't mind, it might be advisable to wait. Mr. Webb stated I can schedule a time for the people who haven't seen it to look at it even during the day or early evening. The reason I am saying this is because I am looking at the end of September to do a work session and have them come in and look at the maps and comment. Some of you might remember when we did the fire hall get together on the Comp Plan about five years ago. Something like that but a little smaller. I talked to them next door and they close at 6:00 p.m., so they will move everything out and we'll set up stations around with the maps on the easel. We will look at the maps and make comments, drop it in the box and go to the next one. So that will probably be our meeting for September. You guys have seen the maps and are familiar with them so you can explain to the people. My first question is, do you think next door. We probably have about 30 maps and probably do about 8 or 9 large maps and smaller ones surrounding them. One station should be everything out in East Luray, one station should be everything associated with the Greenway. My concern is do you think next door is big enough? Do you think the Art Warehouse would be better? Commissioner Flasch stated she thought so. Hold it at the Warehouse and have some refreshments and things like that and maybe doing it two consecutive nights. Commissioner Campbell stated do not plan it on a Tuesday night. Mr. Webb stated I was looking at a Wednesday and Thursday. I guess the last week in September on the 26th and 27th. Go ahead and plan on those being the dates and if you can make both nights, great. A couple of you may be able to make one night and not the next night. What I am going to do is make it actual invite, put it in the paper, and send it out to as many people as I can think of in town that might be interested in coming and have attendees two nights and get some feedback.

MINUTES
AUGUST 15, 2012
PAGE 5

Commissioner Campbell stated we can still plan to have a regular meeting if you feel it's necessary, and then cancel it before if there is nothing that we need to meet for. Mr. Webb stated I think I could have a meeting and have people there who are familiar with maps and could do it like a work session in the afternoon or do it early one evening, just come in and do that so they will be familiar with what we are doing. Between now and then, I'll need to get the maps made, blown up to size and make sure we have easels and all that but that won't be any problem. So maybe I'll just e-mail everyone and let you know when we will have that kind of session. I can bring you in individually or I can just give you a copy of it, or if you want to come down one afternoon or one morning Larry, I can show it to you if you want to come in, sit down and talk about it.

Chairman Schiro stated I saw the presentation. How much time has the Planning Commission spent on it; I assume you have been working on it for a while. Mr. Webb stated that's really their main thrust. Chairman Schiro asked if the demographic information and that kind of thing would be updated. Mr. Webb stated he could do some of that; I haven't really focused so much on that because I don't think there is going to be a lot of changes from the last time. I am focusing on these maps and what we can do to change. We talked about the need for a master plan for the Rec Park and also a pool; so once again 20 years for the plan. A lot of the revisions will stay the same as the last Comp Plan. As far as updating demographics, it's really just going back and putting stuff from the 2010 census. We can add some of that, but I just want people to look at these future possible changes and comment on them. Chairman Schiro stated we can incorporate some of the capital improvement plan that Council has approved this year. Mr. Webb stated I know that Rick and Bryan have some things they want to put into it, so really next month I am going to meet with our consultant on Friday and begin to work on getting the maps ready. If you can have those two dates, I'll go ahead and contact Jim and get that booked and I'll start working on it. The dates are September 26th and 27th, 7:00 – 9:00 P.M., and tentatively right now at the Art Warehouse.

Mr. Webb stated everyone who has not seen the maps, I'll get in touch with you and give you a burned disc as well, but the people who haven't seen the presentation, kind of give you comments on what we are thinking and any questions you might have. I am just going to burn CD's for everybody in the next few days. I'll go ahead and start planning everything in September. Unless something comes up; a public hearing, we'll just make that as our September meeting.

MINUTES
AUGUST 15, 2012
PAGE 6

There being no further business to come before the Commission, a motion was made by Commissioner Good that the meeting be adjourned and seconded by Commissioner Hakel. Motion carried and the meeting adjourned at 7:25 P.M.

Respectfully submitted,

Bryan Chrisman
Assistant Town Manager

ATTEST:
