

***Campbell County Planning Commission  
Minutes  
April 24, 2023***

The regular meeting of the Campbell County Planning Commission was held on Monday, April 24, 2023, in the Board of Supervisors Meeting Room, Walter J. Haberer Building, Rustburg, Virginia. The following members were present:

Michael S. Condrey  
Trish R. Hedges  
K. William Kirk  
Tom Lawton  
Dean Monroe  
John Thilking  
Megan Wright  
Steve Shockley, Board of Supervisors Representative

Members Absent:

None

Staff Members present:

Paul E. Harvey, Community Development Director/Assistant County Administrator  
Austin R. Mitchell, Zoning and Subdivision Administrator II/Deputy Director  
Theresa P. Phillips, Staff Secretary

// Chairman Kirk called the meeting to order with the invocation followed by the Pledge of Allegiance at 7:00 p.m.

// Chairman Kirk asked for corrections or comments on the minutes from the March 27, 2023 meetings. With none, Chairman Kirk made the motion to approve the minutes from the March 27, 2023 meeting.

// **PUBLIC HEARINGS FOR CONSIDERATION**

// Chairman Kirk opened the public hearing at 7:04 p.m., stating these public hearings would go before the Board of Supervisors at the June 6 meeting.

// **PL-23-060 (Rezone – 3739 & 3749 Waterlick Road)**

// Chairman Kirk made the motion to recommend approval of PL-23-060, to rezone the parcel to Business – General Commercial in order to construct a mini-storage facility, stating good zoning. Commissioner Condrey seconded the motion.

// Mr. Austin Mitchell, Zoning and Subdivision Administrator II/Deputy Director, stated the applicant is seeking to rezone the parcel to Business – General Commercial in order to construct a mini-storage facility. There is currently a single-family dwelling and a manufactured home on the property that would be removed. The concept plan shows 82 storage units for rent totaling 12,800 square feet. Screening will be required along the border with the adjoining property zoned Residential – Single Family. The PEC met on March 21, 2023 to discuss the plan. Comments from that meeting are included in this packet. The concept plan was revised after the PEC meeting to remove the shared entrance, show a right-in/right-out entrance.

// Mr. Norm Walton, 317 Brook Park Place, Forest, agent for William Scott Fletcher stated this property is currently zoned Residential-Single Family but the area is mixed use and feels this rezoning would be a better fit for the area. Mr. Walton stated the project would only allow the traffic flow to be right in and right out only, therefore no left hand turn land would be required. Mr. Walton also stated there had been conversations with the adjoining landowners on their concerns. Mr. Walton indicated the stormwater detention pond would be in the rear and with this being an unmanned facility no water or sewer would be necessary.

// Chairman Kirk inquired if there was enough room in the rear for the stormwater detention pond.

// Mr. Walton indicated there was no defined channel but the pond would be long and narrow.

// With no present to speak in favor or opposition, Chairman Kirk closed the public hearing at 7:10 p.m.

// Commissioner Hedges stated the Planning Commission did receive an email opposing the project.

The vote was: Aye: Condrey, Kirk, Lawton, Monroe, Thilking, and Wright  
Nay: Hedges  
Absent: None

// **PL-23-073 (Special Use Permit – 23 Semmes Court)**

// Chairman Kirk made the motion to recommend approval of PL-23-073, special use permit to allow one additional dwelling unit within the existing single family dwelling for use by immediate family on property zoned Residential – Single Family, stating good zoning. Commissioner Thilking seconded the motion.

// Mr. Austin Mitchell, Zoning and Subdivision Administrator II/Deputy Director, stated this request is from Samuel Candler for a special use permit to allow one additional dwelling unit within the existing single family dwelling for use by immediate family on property zoned Residential – Single Family.

// Chairman Kirk opened the public hearing at 7:12 p.m.

// Mr. Samuel Candler, 23 Semmes Court, Rustburg, stated the layout of his kitchen area prevented him from hosting family gatherings. Mr. Candler stated this would be used approximately three times a year, Easter, Thanksgiving and Christmas. Mr. Candler explained the extra living area would not be utilized at this time, possibly in the future if needed by his parents.

// With no present to speak in favor or opposition, Chairman Kirk closed the public hearing at 7:15 p.m.

The vote was: Aye: Condrey, Hedges, Kirk, Lawton, Monroe, Thilking, and Wright  
Nay: None  
Absent: None

// **PL-23-077 (Rezone – 688 Alum Springs Road)**

// Chairman Kirk made the motion to recommend approval of PL-23-077 to rezone the parcel to Business – General Commercial to allow for use as a coffee shop, event venue, and tourist house. There is an existing building on the property that was once used as a general store, stating good zoning. Commissioner Thilking seconded the motion.

// Mr. Austin Mitchell, Zoning and Subdivision Administrator II/Deputy Director, stated this request is to rezone the parcel to Business – General Commercial to allow for use as a coffee shop, event venue, and tourist house. There is an existing building on the property that was once used as a general store. The applicant is planning to operate a coffee shop within the building in the near future. Until that time, the building would be used as a small event venue. There is also a residential unit in the building that would be used as a short term rental.

// Chairman Kirk opened the public hearing a 7:15 p.m.

// Commissioner Lawton verified the short term rental would be by right if rezoned.

- // Ms. Tracy Nickols, 153 Jean Place, Lynchburg, stated she and her husband would like to host small events for weddings, parties or family reunions, while possibly renting the small apartment and within a year turn the property into a coffee shop.
- // Chairman Kirk inquired if Ms. Nichols had spoken to the adjoining neighbors.
- // Ms. Nichols stated during New London Day, they opened the building up for tours and spoke to them explaining their plans. Ms. Nichols stated she also owns the vacant lot adjacent to the property and her grandmother is the closest neighbor.
- // Commissioner Lawton inquired to the number of events to be held during the year.
- // Ms. Nichols stated the number of events would be determined on the number of guest the Fire Marshall approves for attendance.
- // Commissioner Thilking inquired to the number of nights projected on the apartment rental.
- // Ms. Nichols stated the apartment rental would only be rented for extra income and she was not planning on renting the venue and apartment at the same time. Ms. Nichols also stated the apartment would only accommodate two – three people.
- // Chairman Kirk verified where the grandmother lived in relation to the property.
- // Chairman Kirk asked for those in favor to please come forward.
- // Ms. Margaret Templeton, 752 Alum Springs Road, Lynchburg, stated she was the Grandmother and on the Board of Directors with the Friends of New London and there have been no objections to the project and thinks this is a wonderful idea. Ms. Templeton also stated she too felt this was a great idea.
- // With no one present to speak in opposition, Chairman Kirk closed the public hearing at 7:25 p.m.
- // Commissioner Monroe stated with there not being any opposition and the neighbors had no issues and being in a Historical area would be an ideal situation.

// Commissioner Hedges stated she feels the short term rental will be a non-issue with the plans for the project.

The vote was: Aye: Condrey, Hedges, Kirk, Lawton, Monroe, Thilking, and Wright  
Nay: None  
Absent: None

// **PL-23-078 (Rezone 387.263 – 25-A-2)**

// Chairman Kirk made the motion to recommend approval of PL-23-078 to rezone 387.263 +/- acres from Residential – Single Family to Agricultural in order to allow for agricultural and silvicultural uses, stating good zoning. Commissioner Condrey seconded the motion.

// Mr. Austin Mitchell, Zoning and Subdivision Administrator II/Deputy Director, stated the applicant is seeking to rezone the parcel to Agricultural in order to allow for agricultural and silvicultural uses. The parcel is currently vacant property. Adjacent parcels to the north, south, and west of the parcel are zoned Agricultural. The property is 95% wooded with 5% cleared for log loading areas, trails, three (3) open areas to build single-family dwellings, and have farm animals. There are no existing public utilities serving the property and no plans for infrastructure improvements in the vicinity. The property is also rugged terrain. Staff believes that due to the topography of the property and a lack of public utilities, that the property is not conducive for a higher density of residential development.

// Chairman Kirk opened the public hearing at 7:29 p.m.

// Mr. Joseph Parsons, 3426 Village Highway, Rustburg, stated he and his wife have four children and they have no plans of developing the property.

// Commissioner Condrey stated he had been on the property in the past and with the topography, ridges, and the stand of pines, would be very hard to develop for residential purposes.

// With no one present to speak in favor or opposition, Chairman Kirk closed the public hearing at 7:31 p.m.

The vote was: Aye: Condrey, Hedges, Kirk, Lawton, Monroe, Thilking, and Wright  
Nay: None  
Absent: None

// **SUBDIVISION MATTERS FOR CONSIDERATION**

Proposed is a 6-lot subdivision on Lewis Ford Road and Down Creek Road, to be known as Down Creek Estates – Section 1.

// Chairman Kirk made the motion to approve Down Creek Estates – Section 1.

The vote was: Aye: Condrey, Hedges, Kirk, Lawton, Monroe, Thilking, and Wright  
Nay: None  
Absent: None

// Proposed is a 23-lot subdivision off English Tavern Road, to be known as The Allure – Section 2.

Chairman Kirk made the motion to approve The Allure – Section 2.

The vote was: Aye: Condrey, Hedges, Lawton, Monroe, Thilking, and Wright  
Nay: Kirk  
Absent: None

// **MATTERS FROM THE COMMUNITY DEVELOPMENT DIRECTOR/  
ASSISTANT COUNTY ADMINISTRATOR**

// Chairman Kirk stated there would be a joint work session between the Board of Supervisors and the Planning Commission on Tuesday, May, 16, 2023 and stated this was a great opportunity. Chairman Kirk also stated he would be bringing up the issue of tourist houses and revenue or loss of revenue for the County along with Solar Farms. Chairman Kirk also encouraged the other Commissioners to think about issues or concerns.

Commissioner Condrey inquired to the plat approval process with the number of lots being approved.

// Mr. Paul Harvey, Community Development Director/Assistant County Administrator, stated this was set by the Board of Supervisors and they have the statutory authority to delegate to staff and the Planning Commission approvals. Mr. Harvey stated in prior years any subdivision more than one lot was presented to the Planning Commission; the number has since been increased to five lots.

// Mr. Steve Shockley, Board of Supervisors representative, stated he felt a discussion on Solar Farms would be helpful. Mr. Shockley also mentioned when conditions or restrictions are placed on requests, it may be helpful if the Commissioner placing the conditions or restrictions especially on special use permits, reach out to their respective Board member clarifying why they were put in place.

// **MATTERS FROM THE ZONING AND SUBDIVISION ADMINSTRATOR**

None

// **MATTERS FROM THE PLANNING COMMISSION**

// Next scheduled meeting is May 22, 2023.

Commissioner Thilking stated he would not be present.

// Chairman Kirk adjourned the meeting at 7:44 p.m.

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K. William Kirk, Chairman