

Planning Commission Regular Called Meeting

Town Office

Tuesday, January 6, 6:30 PM

Minutes

January 6, 2026

1. Call to Order

The meeting was called to order at 6:30 PM.

2. Roll Call and Determination of Quorum

Members present: Marston, Ruth, David, Jeremy, Tom, and Justin. A quorum was established.

3. Approval of Electronic Participation

Motion: Approve Steve Straight's request to participate by phone due to a personal matter.

Result: Approved without objection (unanimous consent).

4. Approve Minutes

Motion: Approve minutes from the previous meeting.

Seconded.

Result: Approved unanimously.

5. Report from Chair

None

6. Public Comment

None

7. Report from the Town Administrator

None

8. Old Business

The Commission reviewed the Public Safety and Traffic Calming Subcommittee report, including 2021 traffic study data for King Carter and Route 200.

The Chair introduced agenda items including review of the Public Safety and Traffic Calming Subcommittee report and proposed amendments to the town code.

The Commission discussed the importance of public input for future traffic calming and safety initiatives.

Discussion included potential use of Northern Economic Development for grant-writing services and participation in the Ready, Set, Go grant program.

Discussion followed on topic of potential traffic calming measures including pole-mounted speed displays, raised crosswalks, traffic circles, and other VDOT-recommended options. Emphasis was placed on public input and Town Council approval. Mention was made to clearly communicate that grant writing has NOT commenced.

Motion: Advance the Subcommittee report to the Mayor and Town Council and recommend conducting a new traffic study.

Seconded.

Result: Approved unanimously.

9. New Business

Proposed amendments to the town code regarding hotels, motels, and inns were presented.

Motion: Approve proposed town code amendments as presented.

Seconded.

Result: Passed by close vote (4/3)

Additional discussion addressed apartments above businesses, allowable uses in B1 zones, and impacts of permitting single-family dwellings.

10. Roundtable

Members emphasized the need for clarity in allowable uses within the town code. The Commission also completed annual adoption of the Town Code of Conduct and Remote Participation Policy.

Motion: Adopt the Town Code of Conduct and Remote Participation Policy for 2026.

Seconded.

Result: Approved unanimously.

11. Next Meeting

Upcoming regularly scheduled meetings were announced.

12. Adjourn

Motion: Adjourn meeting.

Seconded.

Result: Approved unanimously.

The meeting was adjourned.

154 Code Change proposal: 1-6-26

Motion: For the health, welfare and good zoning practices the PC recommends the Town Code be updated to reflect the changes outlined below.

154.004 Definitions

Current Code:

Hotel. A building designed or occupied as the more or less temporary abiding place for individuals who are, for compensation, lodged with or without meals.

Proposed Code:

Hotel, Motel, Inn: means a building or group of attached or detached buildings offering transient lodging accommodations to visitors.

Business District B-1

154.086 Use Regulations

Current Code

10. Hotels, motels, inns, rooming and boarding houses, tourist homes.

Proposed Code:

10. Hotels, motels, inns; Transient accommodations for visitors. It shall be unlawful for any person to put up or stay at any hotel, motel or inn, for longer than 30 days in a 60-day period. It shall also be unlawful for the owner, operator, manager, or person in charge of a hotel, motel, or inn, to permit or allow a person to stay at a hotel, motel or inn, in excess of 30 days in a 60-day period (these conditions only apply to CUPs approved after adoption of this code change.)