

# Minutes

City of Petersburg

Planning Commission Meeting

June 2, 2021

The City of Petersburg Planning Commission meeting held on Wednesday April 7, 2021 virtually and was called to order by the Chair, Mrs. Tammy Alexander at pm. A roll call was completed by Ms. Michelle Murrills.

**Members Present:** Ms. Tammy Alexander, Chair  
Mr. Fenton Bland, Vice Chair  
Ms. Marie Vargo  
Mr. Thomas Hairston  
Dr. James Norman  
Ms. Candy Taylor  
Mr. Michael Edwards

**Members Absent:** Mr. William Irvin

A Quorum was established by the Chair at 7:02 pm.

Others Present: Mr. Reginald Tabor, Ms. Michelle Murrills, Mr. Lionel Lyons, Ms. Sandra Robinson, Mr. Jeremy Tennant, Ms. Kelly Davis, Ms. Catherine Redfern, and Ms. Megan Schott.

## **Adoption of the Agenda:**

Chair Alexander called for any changes...there were none

Vice-Chair Bland moved approval of the agenda.

Commissioner Vargo seconded the motion. The motion passed unanimously.

## **Minutes:**

Commissioner Harriston moved to adopt the Minutes from the April 7, 2021, Planning Commission meeting. Vice Chair Bland seconded the motion. The motion passed unanimously.

## **Public Information Period:**

Chair Alexander opened the Public Information Period to anyone who wished to speak on an item not on the agenda. Chair Alexander closed the Public Information period.

## **Public Hearings:**

6A. Chair Alexander announced a public hearing-- 2021-STA-01: Request to amend the City of Petersburg Subdivision Ordinance to include text regarding the Chesapeake Bay Preservation Areas. The City of Petersburg subdivision ordinance currently does not include required elements and criteria that local governments must adopt and implement and administering Chesapeake Bay act programs. There is a need to amend the Subdivision Ordinance to include Chesapeake Bay Preservation Areas section required elements and criteria to comply with Act requirements.

Mr. Jeremy Tennant gave the presentation, in which he stated that currently the City of Petersburg Subdivision Ordinance does not include required elements and criteria that local governments must adopt and implement in ensuring Chesapeake Bay Act programs. This is based upon conversations with staff from DEQ. All the ordinances discussed tonight are meant as a way to show new developers coming into Petersburg that they will need to do these extra steps to develop in any part of the Chesapeake Bay Preservation area.

These are the items that have been added to the subdivision ordinance:

- The location of all wetlands, and boundaries of resource protection and resource management areas in accordance with Chapter 122, Section 122-31. Article II, et seq. of the City Code.
- Ownership of contiguous land owned or controlled by the subdivider.
- Soil categories.
- Notation of requirement of pump-out of onsite sewage treatment systems in Chesapeake Bay Preservation Areas every five years.
- Notation of requirement for 100% reserve drain field site for onsite sewage treatment systems in Chesapeake Bay Preservation Areas.
- Notation of requirement for retention of an undisturbed and vegetative 100-footwide buffer area in the Resource Protection Area.
- Notation of the permissibility of only water dependent facilities or redevelopment in the Resource Protection Area.
- Underlying zoning.

- Sec. 33.85. Land must be suitable.
  - In addition to the requirements established by this ordinance, all subdivision plat shall comply with the City Zoning Ordinance; all applicable ordinances of the City Code as amended; the rules and regulations of the Virginia Department of Transportation; And any other applicable federal, state, or local requirement.
- Sec.33.86. Wetlands and Chesapeake Bay resource protection areas.
  - Each plot submitted shall delineate wetlands or Chesapeake Bay resource protection areas (RPAs) and resource management areas (RMAs). Each lot to be created will contain sufficient land if it is one acre or less in size to meet the minimum lot size required by the City zoning ordinance, without inclusion of the wetlands area (RPA). An acreage divisions and area at least one contiguous acre instead by wetlands or RPA will be included in each parcel.
- Sec.33.87. Wetlands Permits required.
  - a) Evidence of all wetlands permits required by law must be submitted prior to grading or other onsite activities may begin within the RPA or RMA.
  - b) Where either a wetland or Chesapeake Bay resource protection area (RPA) is to be crossed by a roadway, a permit from the U.S. Army Corps of Engineers will be required as well as detailed construction drawings indicating the method of construction to be used in these areas in order to protect these sensitive environmental areas.
- Sec.33.88. Subdivision Plat Requirements
- Preliminary and final selects for parcels containing a designated resource protection include the following notations:
  - 1) an undisturbed 100-foot-wide buffer area is required to be retained.
  - 2) method development in the RPA, including area is limited to water dependent facilities or redevelopment.
  - 3) on systems must be pumped or inspected every five years.
  - 4) parcel site sewage treatment systems must have 100% reserve drain field site or there must be a notation indicating that one is required.
  - 5) buildable areas on each lot must be depicted.

6B. Chair Alexander announced public hearing for 2021-CPA-01: Request to amend the City of Petersburg Comprehensive Plan to include text regarding the Chesapeake Bay Preservation Areas. The City of Petersburg Comprehensive Plan currently does not include required elements and criteria that local governments must adopt and implement in administering Chesapeake Bay Act Programs. There is a need to amend the comprehensive plan to include Chesapeake Bay preservation areas section required elements and criteria to comply with Act requirements. When Mr. Tabor was asked about the presentation for this request, he said that this was going to need to be tabled as there was information that had just come to light that the Planning Department was working on. There was a motion then that was moved by Vice-chair Bland and seconded by Commissioner Vargo to table this. Motion passed unanimously.

6C. Chairman Alexander announced the final public hearing for the night. 2021-ZTA-03: Request to amend the City of Petersburg Zoning Ordinance to include text regarding the Chesapeake Bay Preservation Areas. City of Petersburg Zoning Ordinance currently does not include required elements and criteria that local governments must adopt and implement in administering Chesapeake Bay Act Programs. There is a need to amend the zoning ordinance to include Chesapeake Bay Preservation Areas section required elements and criteria to comply with Act requirements.

Mr. Jeremy Tennant gave another presentation for this one. Because the language was not in the code, the language is going to be changed with this ordinance as well. No questions were asked by the public or the commissioners.

This resolution was also brought forward with no staff recommendations and Commissioner Edwards made a motion to accept the resolution as written with Commissioner Norman seconded. It passed unanimously.

### **Old Business:**

City Comprehensive plan update

Presentation from the Berkley Group to go over our city's comprehensive plan. Kelly Davis, Catherine Redfern and Megan Scott from the Berkley Group gave a diagnostic look over Petersburg's comprehensive plan. The next step is to have a working meeting with City Council (tentatively on 07/13/21) to discuss the City's comprehensive plan with them as well. The commissioners were very impressed with the presentation.

Mr. Tabor gave a bit of a timeline. He said that the plan is in need of the information from the 2020 census. We also have a new city manager who is wanting to be included in the process as well. The new CM is also looking for more information from the community in order to uncover what is important to the City of Petersburg. He believes that it may take as much as another year to get the information needed to do the comprehensive plan properly. He also said that it appears that the City Council has approved to continue this with the Berkley Group. They left tentatively agreeing to the next meeting in July.

### **New Business:**

Capital improvement budget/plan. Mr. Tabor made a presentation about it to the Commissioners, since per code, the Planning Commission is charged with developing a capital improvement budget. This is just for 2022 fiscal year. He wanted to share this information to ensure that the commissioners would be aware and ready for this. The last time that the Commission did this was back in 2015 right before all the money disappeared.

### **Announcements:**

Mr. Lyons announced that the city has hired its new City Manager, Mr. Stuart Tyrell Jr. Mr. Tyrell will join the city as of July 1, 2021.

**Adjournment:**

Meeting was adjourned by Vice Chair Bland at 8:53 pm. Next meeting is at 6:00 pm on July 7, 2021.