

Planning Commission Meeting Minutes May 5, 2025

The Tazewell Planning Commission met at 6:19 p.m. in the Town Hall Council Chambers.

Present:

Planning Commission Chair Larry Lutz
Planning Commission Member Pete Davis
Planning Commission Member Jerry Cromer
Planning Commission Member Gabrielle de Courcy
Planning Commission Member Emily Davis

Absent:

Planning Commission Member Benny Moore
Planning Commission Member Richard Taylor

Staff present were Town Attorney, Brad Pyott; Town Building Official Chris Hurley; Clerk, Jessica Hayes.

Call to Order

Planning Commission Chair Lutz called the meeting to order and lead the pledge of allegiance. Planning Commission Member Cromer gave the invocation.

Approval of Minutes

Motion to approve minutes was made by Planning Commission Member E. Davis. The motion was seconded by Planning Commission Member Cromer to approve the April 7, 2025 meeting minutes. On vote: Planning Commission Member P. Davis, aye. Planning Commission Member Cromer, aye; Planning Commission Chair Lutz, aye; Planning Commission Member de Courcy, aye; Planning Commission Member E. Davis, aye.

Riverside Propane

Building Official Hurley provided an update regarding the proposed Riverside Propane business on the corner of Riverside Drive and Mitchell Street.

Chan Smith presented a plan to establish a propane service business on the property, which is zoned B-1 Commercial. The company has acquired an additional lot in front of townhouses they previously owned and intends to use it as a propane refill station. Initially, the business will operate without a storefront, allowing them to start on a smaller scale. If successful, future expansion may include a storefront to enhance operations. Their focus is on maintaining an aesthetically pleasing setup while minimizing alterations to the property.

Mr. Smith shared design renderings and spoke with AEP about installing lighting, presenting various style options. They are considering mobile payment systems and plan to begin with a 5,000-gallon propane tank, potentially expanding to two tanks of the same size. While larger tanks

were an option, they prefer a smaller footprint for visual appeal. Initially, the lot will be gravel, with paving considered for future expansion.

Heritage Metal is assisting in the building design, and a fence is planned at the rear of the property to separate it from nearby apartments, while still maintaining necessary access. The main entrance will be off Riverside Drive, with an additional driveway accessible from Mitchell Street. Consideration must be given to an existing storm drain at the location. Mr. Smith is open to suggestions for lighting solutions, ensuring minimal disturbance to neighboring homes.

The business model anticipates two part-time employees, with additional assistance from their sons. Demand is expected to be high during colder months, with a slower pace in summer, which they find acceptable. The company will operate under the name Riverside Propane, LLC, and aesthetics remain a priority given their ownership of adjacent apartments.

Planning Commission member E. Davis requested that they review zoning requirements and confirmed compliance with setback regulations. Mr. Smith is willing to provide the Committee with detailed interior and exterior design plans for review.

The Committee has 60 days to evaluate the proposal and request additional documentation if needed. Mr. Smith mentioned the potential relocation of the apartment dumpster near employee parking, ensuring it aligns with the building's color scheme. Planning Commission Member E. Davis requested landscaping plans and lighting design details, which should be submitted by the next meeting on June 2nd. The proposal is scheduled to be presented to the council on June 10th.

Platting Amendments

Attorney Pyott has identified that the Chapter 24 R-3 Platting Ordinances have remained unchanged since 1965 and are currently inconsistent with State Code, causing unnecessary challenges for individuals seeking plat documentation or modifications. Instead of appealing the ordinance, he recommends amending its language to align with current state regulations and procedures, ensuring compliance with modern legal standards.

Building Official Hurley has submitted a proposal to update the Platting Ordinances, particularly regarding subdivisions. Current stipulations create difficulties in handling subdivisions, and his revisions introduce new definitions to mitigate these issues. His proposal includes a recommendation to implement a fee schedule for plat research services. Building Official Hurley is going to reach out to Blacksburg and Abingdon to see what their fee schedules look like for plat service charges.

Attorney Pyott has requested the committee's review of his proposal. He is open to addressing any concerns or suggested revisions and seeks approval to proceed with incorporating the updated definitions and ensuring the ordinances align with State Code. He is going to submit it to Danny Cecil and Jim Ribble who are the two surveyors in town to get their comments or possible suggestions. If he hears anything back from them, he will let the committee know of their suggestions before the next meeting in June. If at that time the committee is satisfied with the

proposed changes, he suggests advancing the proposal to the Town Council for the July council meeting for their consideration.

Miscellaneous- None

Adjournment

Motion to adjourn was made by Planning Commission Member Cromer. Motion was seconded by Planning Commission Member de Courcy. On vote: Planning Commission Member P. Davis, aye. Planning Commission Member Cromer, aye; Planning Commission Chair Lutz, aye; Planning Commission Member de Courcy, aye; Planning Commission Member E. Davis, aye.

Adjourned at 7:01pm.