



**Radford Planning Commission  
Monday September 19, 2022  
Municipal Building**

**Members Present:** Mr. Castleberry  
Mr. Gillespie  
Mrs. Huntington  
Dr. Pearce  
Mr. Watson, Chairperson

**Absent:** Mr. Collier  
Ms. Hamden

**Staff/Visitors:** Melissa Skelton, City Staff

Chairperson Watson called the meeting to order at 5:38 pm in the Radford City Council Chambers at 10 Robertson Street, Radford Virginia. A quorum was present.

**Approval of Agenda**

Mrs. Huntington made a motion to approve the agenda, seconded by Mr. Gillespie.

*Voting Yes:* Mr. Castleberry, Mr. Gillespie, Mrs. Huntington, Dr. Pearce, and Mr. Watson

**Approval of Minutes for July 18, 2022**

Minutes were recommended for approval as submitted by Mrs. Huntington, seconded by Mr. Gillespie.

*Voting Yes:* Mr. Gillespie, Mrs. Huntington, and Mr. Watson

*Abstain:* Mr. Castleberry, Dr. Pearce

**Approval of Minutes for August 1, 2022**

Minutes could not be approved, since only Mrs. Huntington and Dr. Pearce were present.

**Public Comments**

No public comments were provided.

**NEW BUSINESS**

**SUBJECT:** BZA – Planning Commission Representative

**SUMMARY:** According to the Planning Commission By-Law, one member of the Planning Commission shall be a member of the Board of Zoning Appeals

**ACTION:** A motion was made by Mr. Gillespie, seconded by Mrs. Huntington, to recommend to City Council that Dr. Pearce represent PC on the BZA.

*Voting Yes:* Mr. Castleberry, Mr. Gillespie, Mrs. Huntington, Dr. Pearce, and Mr. Watson

*Voting No:* None

*Abstain:* Dr. Pearce

**SUBJECT:** Review of Planning Commission By-Laws

The commission discussed potential adjustments to provisions 2-3 and 2-5 defining conditions under which members can be removed from office for habitual failure to attend. 2-3 leaves the conditions flexible, while 2-5 states quantitative conditions but leaves the responsibility of enforcement up to the discretion of City Planner, the commission, or anyone who cares to review the minutes to analyze attendance. The order is proposed to be changed in this section as well to place these items next to one another.

The issue of scheduling additional meetings to review the zoning ordinance changes was raised, including the additional load it places on Ms. Skelton's schedule. The commission agreed to ask Ms. Fancon of the Regional Planning Commission for possible schedule variations that would enable us to look at proposed changes in larger chunks, e.g., all the residential districts at once in a workshop rather than one per month. We will then review the options again and consider whether there might be a better approach that could be done more efficiently.

Dr. Pearce raised the issue of timing of officer elections, since City Council elections has now moved to November. Following discussion, the commission agreed to leave the timing as it presently stands.

**ACTION:** Ms. Skelton will make adjustments reflecting tonight's discussion and return the draft for review at the next meeting.

**Staff Report:**

Short Term Rentals Ordinance – There is presently a bill at the Commonwealth level that will supersede any local bills if it passes after the legislature goes into session in February 2023. This is an incentive for us to develop a local bill that would fit our municipality more appropriately and get it in place before then. Ms. Skelton provided several examples of language from other municipalities that we should consider. This will be an item of discussion in the next few meetings. We would want to approve it by the end of January and have public hearings in December/January so that it could go to council for approval by February.

Legislative Updates – A handout was provided for commissioners' information regarding recent updates pertaining to planning.

Next meeting, a rezoning request will likely be on the agenda for townhomes on Lovely Mount.

**COMMISSION MEMBER COMMENTS**

Mr. Castleberry- Happy to be here!

Mr. Gillespie – Welcome to Mr. Castleberry!

Mrs. Huntington – No comment

Dr. Pearce – Welcome to Mr. Castleberry!

Mr. Watson – No comment

A motion was made by Mr. Gillespie to adjourn the meeting at 6:34 pm, seconded by Mrs. Huntington.

*Voting Yes:* Mr. Castleberry, Mr. Gillespie, Mrs. Huntington, Dr. Pearce, and Mr. Watson

*Voting No:* None

*Abstain:* None

Submitted by: Annie Pearce, Secretary

Date: September 19, 2022