

PLANNING COMMISSION**MEETING MINUTES****February 10, 2026****6:00 PM**

Members Present: Mitchell Greer, Jeff Buckley, Ben Earp, David Atwood, Kerry Guest, Pat Pritchett, Michael Wright

Members Absent:

Also Present: Chris Bell (Zoning Administrator)

CALL TO ORDER: *Mr. Guest* called the meeting to order at 6:00 PM.

QUORUM: Seven voting members present – the Commission has quorum.

APPROVAL OF MINUTES:

A **motion** was made by *Mr. Buckley* to accept and approve the meeting minutes of the January 13th, 2026 meeting, 2nd by *Mr. Atwood* no further discussion – motion carried (6 – 0, 1 abstention)

NEW BUSINESS:

Mr. Buckley proposed deferring further discussion on the revitalization of properties on the east side of town to avoid impacting the current meeting's agenda. He suggested scheduling a dedicated workshop for February 23, 2026, at 6:00 p.m. at Town Hall.

OLD BUSINESS:**R-1 District Minimum Site Size & Setbacks:**

The Commission reviewed data regarding the number of affected parcels to determine the appropriate minimum site size for the R-1 district, evaluating options of 4,000, 4,500, and 5,000 square feet. During the discussion, members noted that the current code's classification of corner lots as having two front yards creates restrictive 30-foot setbacks on both street-facing sides.

A **motion** was made by Mr. Guest to recommend that Town Council adjust the R-1 minimum lot size to 4,500 square feet, establish a 20-foot front yard setback, and revise the code to designate corner lots as having only a single front yard. The motion was seconded by Mr. Atwood and carried unanimously (7-0).

Proposed Planned Unit Development District:

The Commission reviewed proposed Planned Unit Development (PUD) language, definitions, and requirements. This draft, compiled by the Zoning Administrator, benchmarked similar ordinances from other Virginia municipalities to establish a flexible district that encourages higher-density housing and common green space, consistent with the Comprehensive Plan.

During the discussion, the Commission evaluated the feasibility of these requirements for developers and their alignment with the Town's goal of fostering attainable housing. Mr. Wright made the **motion** to recommend that Town Council adopt the PUD district language and requirements as presented. The motion was seconded by Mr. Greer and carried unanimously (7-0).

Sidewalk on Douglas Dr.

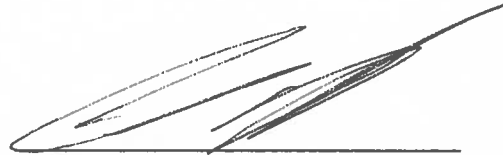
The Commission continued its discussion regarding the proposed "soft-path" sidewalk extension along the western edge of Douglas Drive. Mr. Buckley provided an update on his outreach to the Appalachian Trail Conservancy (ATC) to explore potential partnership opportunities. He reported that, while contact has been established, the ATC has not yet issued a formal endorsement or a specific plan of action regarding the project.

ADJOURNMENT:

A **motion** was made by *Mr. Guest* to adjourn, 2nd by *Mr. Earp*; no further discussion – motion carried (7-0)



Chairman



Secretary