

MINUTES  
WARSAW PLANNING COMMISSION  
REGULAR MEETING  
JUNE 6, 2019 – 700 P.M.

The regular meeting of the Warsaw Planning Commission was held in Council Chambers at 78 Belle Ville Lane, Warsaw, Virginia June 6, 2019 at 700 p.m. Commissioners present were Chairman Gary W. Palmore, Vice-Chair Elizabeth F. Franklin, Barbara Jean LeFon, Mary Beth Bryant, Hannah O. Tiffany and Council Liaison Jonathan B. English. Commissioner Regis H. Slaw was absent.

Town Staff present was Town Manager Joseph N. Quesenberry, Community Development Specialist Mellissa M. Coates and Clerk of Commission Linda S. Holsinger. William F. Franklin was also present.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairman Palmore called the meeting to order at 7:00 p.m. and led in the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

Commissioner Tiffany moved to approve the Agenda as presented. Vice-Chair Franklin seconded, and the motion carried with the following votes.

Gary W. Palmore	Aye	Elizabeth F. Franklin	Aye
Mary Beth Bryant	Aye	Hannah O. Tiffany	Aye
Barbara J. LeFon	Aye	Jonathan B. English	Aye

OLD BUSINESS

Election Modification- Chairman Palmore stated upon further research, there was nothing improper in the election process for Vice-Chair and there was no need to modify or revote.

NEW BUSINESS

Ordinance Amendments: Community Development Specialist Melissa Coates advised we have had a lot of request to allow Temporary Portable Storage Containers in town. Currently there is no allowance for them, and it would need to be added as an amendment to Exhibit 5 in the Development Management Ordinance. If the Commission and Council decide to proceed, it would be inserted after 3.4-11. Use of mobile units prohibited; as 3-4-12 Temporary Storage Containers. She had prepared a sheet for the Commission's review and discussion.

The term "temporary portable storage container" shall be defined as a container fabricated for the purpose of transporting freight or goods on a truck, railroad or ship, including cargo containers, shipping containers, storage units, or other portable structures that are placed on

private property and used for storage of items, including but not limited to clothing, equipment, goods, household or office fixtures or furnishing., materials and merchandise. This definition is not to include accessory buildings, or a building approved for construction by the Town Planning Commission or Council.

Only one temporary portable storage container will be permitted per parcel in all residential zoning districts where a residential unit is located, or a building permit has been issued for construction of a residential unit. No portable storage unit will be permitted on a vacant parcel. Temporary portable storage containers shall be allowed on an approved driveway or in a side or rear yard for a period not to exceed thirty (30) days in any twelve-month period. No temporary storage containers shall be placed or located in a circulation aisle/lane, fire access lane, public utility easement or public right-of-way, including streets and sidewalks and park strips.

Vice-Chair Franklin asked what the administrative process would be and if a business license would be required. Melissa Coates replied it would require a Zoning Permit at a cost of \$25.00. She also advised it will have to go to Public Hearing before we can move forward.

The use of temporary storage containers in a commercial zone is prohibited except for very limited uses for a period of thirty days. They may be permitted for up to 180 days during construction or remodeling. The Community Development Department may extend the 180 days when a project is ongoing, and a building permit remains valid.

The use of the portable storage containers will be permissible in all industrial zones provided they are not placed in public rights-of-way, fire access lanes, in landscaped or front setback areas or in an area visible from the property's main street.

No items shall be stacked on top of or placed around the containers in any of the zoning districts. The only exception to this would be for a commercial business who has a valid business license to sell such containers. In all districts the units must be kept on good repair, be secured from unauthorized entry, comply with all health regulations and be stored on a hard surface. They may not be used as dwelling or living quarters, for camping, cooking or recreational purposes. A violation of this section will be a Class B misdemeanor and may be enforced through criminal, administrative or civil actions.

The commission discussed whether to set the public hearing at their meeting in July or at a joint public hearing with the Town Council. The Town Manager advised the first Thursday in July will be July 4<sup>th</sup>. Chairman Palmore stated the by-laws call for the meeting to be held the following day.

That day was not convenient for the Commission members as many of them had made plans for the holiday weekend. The Town Manager further advised that unless there was specific business that must come before the Commission, there would be no need to meet in July.

Commissioner Bryant moved to hold a Joint Public Hearing at the July 11, 2019 meeting of Warsaw Town Council to recommend approval of the Amendment to Exhibit 5 of the Development Management Ordinance to allow Temporary Portable Storage Containers in designated zoning districts. The motion was seconded by Commissioner Tiffany and carried by the following votes.

Gary W. Palmore	Aye	Elizabeth F. Franklin	Aye
Mary Beth Bryant	Aye	Hannah O. Tiffany	Aye
Barbara J. LeFon	Aye	Jonathan B. English	Aye

There being no further business, Chairman Palmore adjourned the meeting at 7:12 p.m.

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Submitted by Linda S. Holsinger, Clerk of Commission

