

**Town of Broadway
Planning Commission
Joint Public Hearing with Town Council
Meeting Minutes
Tuesday, October 3, 2023**

The Broadway Planning Commission met in the Council Chambers of the Broadway Town Hall on Tuesday, October 3, 2023, for a joint public hearing with the Broadway Town Council. Planning Commission members present were Eddie Long, Brenda Pultz, Travis Driver Tim Schmoyer, and David Jordan.

Joint Public Hearing – Zoning Ordinance Amendment Re: Paving Requirements

The Broadway Town Council meeting was convened at 7:00 p.m. and Town Council’s portion of the Public Hearing was opened at 7:04 p.m.

Mr. O’Brien explained that the Town’s current Land Development Regulations require that off-street parking be solid surfaced, such as concrete or asphalt. Most of the subdivisions in Town already have that, however, there are a few locations that are not in subdivisions and this ordinance will cover the requirements going forward for all locations in Town.

At 7:05 p.m., Mayor Proctor opened the public hearing for public comment on the proposed Zoning Ordinance Amendment.

Ms. Jen Knick asked if the ordinance requires existing locations to make their driveways concrete or asphalt if they are not currently constructed with those materials.

Mr. O’Brien responded that they will not have to reconstruct their driveways. Properties that are already constructed and have gravel driveways are “grandfathered” in. This ordinance is for new construction.

Mr. Light, Town Attorney, added that the requirement applies to both commercial and residential properties, however it was already in place for commercial properties.

Planning Commission Chairman Eddie Long asked if the requirement would change for citizens who live at locations with gravel driveways and who request a Special Use Permit to conduct a small business out of their home.

Mr. Light responded that the requirement would not be changed as a matter of law, however the Council has the discretion to set any conditions they want on the Special Use Permit. The Council could say the permit will not be granted unless the driveway is paved.

With no further questions or comments from the public, at 7:07 p.m., Mayor Proctor closed the Town Council’s portion of the Joint Public Hearing.

Planning Commission Chairman Eddie Long then opened the Planning Commission meeting and established a quorum with all members present. He also then opened the Planning Commission’s portion of the joint public hearing to hear comments on a Zoning Ordinance Amendment regarding paving requirements within the Town.

Mr. Travis Driver asked if tar and chip is considered properly bound. Mr. O’Brien responded that it is not. Only concrete, asphalt, and pavers are considered properly bound.

With no further comments, the Planning Commission’s portion of the joint public hearing was closed.

Mr. Travis Driver then made a motion to recommend the Ordinance, as presented, to the Town Council. Ms. Brenda Pultz seconded the motion which passed on the following recorded roll call vote of Planning Commission Members:

Brenda Pultz	Aye	Tim Schmoyer	Aye
Travis Driver	Aye	David Jordan	Aye
Eddie Long	Aye		

Chairman Eddie Long announced that the Planning Commission unanimously recommends to the Town Council the approval of the Ordinance to amend and re-enact sections 703.03-1, 703.04-6, and 621.02-4, and to enact a new section 703.05-6 of the land development regulations of the Town of Broadway, Virginia, to require paving of certain parking, driveway, loading, and other areas.

Mr. David Jordan then advised Mayor Proctor that at the conclusion of the joint public hearing the Planning Commission unanimously recommended to Council approval of the ordinance, as presented in the packet, to require paving of certain parking, driveway, loading, and other areas. The Town Council then voted to unanimously approve the Ordinance as presented.

Mr. Comer thanked Ms. Brenda Pultz for her efforts with the Autumn Days event. Ms. Pultz remarked that it was a team effort and that she and Ms. Cari Orebaugh had worked closely together on this event, and she thanked Ms. Orebaugh for her help with the event.

Mayor Proctor then announced that the joint public hearing was concluded, and Council would take a brief recess to allow members of the Planning Commission or the public to leave if they wished. With no further comments, the Planning Commission meeting was adjourned at 7:12 p.m.

Donna Lohr, Town Clerk/
Secretary to the Planning Commission