



## CITY OF COVINGTON

333 W. LOCUST STREET, COVINGTON, VIRGINIA 24426

TO: KRYSTAL ONAITIS, CITY MANAGER  
PLANNING COMMISSION MEMBERS

FROM: ERIC TYREE, ZONING ADMINISTRATOR

DATE: FEBRUARY 3, 2021

RE: PLANNING COMMISSION REGULAR MEETING TO BE HELD  
**TUESDAY, FEBRUARY 16, 2021**  
4:30 P.M.  
333 W. LOCUST STREET  
COVINGTON, VA 24426

### **AGENDA**

1. Call to Order ~ Roll Call ~ Determination of Quorum
2. Reading and approval of Planning Commission minutes for the meeting held on January 18, 2020
3. Joint Public Hearing  
Rezoning request of P.C. Mini Storage, Inc., J. Frank Hepler, President, from R-3 to C-2. The lot is described as 00000 E. Holly Street, CIC Pt Lot 12 Blk 19, Tax Map # 18---119--12-.
4. Questions ~ Planning Commission ~ Chairman Robertson
5. Questions ~ City Council ~ Mayor Sibold
6. Discussion and Recommendations ~ Planning Commission ~ Chairman Robertson
7. Discussion and Action ~ City Council ~ Mayor Sibold
8. City Council ~ Adjournment
9. Unfinished Business  
Central Business District  
Proposed Ordinance Revisions  
Ordinance O-20-13, Appendix A, Subdivisions  
Ordinance O-20-14, Appendix B, Zoning
10. New Business
11. Correspondence
12. Adjournment

## **PLANNING COMMISSION MEETING MINUTES TUESDAY, JANUARY 19, 2021**

The regular meeting of the Planning Commission and the called meeting of the City Council for the City of Covington was held on Tuesday, January 19, 2021, at 4:30 p.m., telecommunicated electronically from the Council Chambers of City Hall located at 333 W. Locust Street, Covington, Virginia.

### **ATTENDANCE**

The meeting was called to order by Planning Commission Chairman Tad Robertson, with all members present electronically: Jerry Morgan, Wayne Lamb, Patrick Scruggs, Max Shawver, Mike Wickline, and Steve Wilson, as well as Development Service Coordinator Eric Tyree. Mayor Thomas H. Sibold, Jr. called the City Council meeting to order with all members present electronically as follows: Mayor Sibold, Vice Mayor David S. Crosier, Councilman William E. Carson, Jr., Councilman Raymond C. Hunter, and Councilman S. Allan Tucker.  
City Manager: Krystal Onaitis  
City Attorney: Mark Popovich

The meeting was held electronically via Zoom. Chairman Robertson and Mayor Sibold read statements declaring that due to the COVID-19 Coronavirus health emergency and pursuant to Chapter 1283 of the 2020 Acts of Assembly, the Planning Commission and Council would convene electronically for this called meeting to transact the business statutorily required or necessary to continue the operations of the City. On a motion made by Vice Mayor Crosier, seconded by Mr. Tucker, Council agreed by consensus to conduct the meeting electronically.

Also present electronically were Angela Giegerich, who requested the Special Use Permit for Angie's Dog Grooming, LLC; David Oliver, property owner at 1203 W. Jackson Street; and Debbie Cartwright, an employee of Angie's Dog Grooming.

Chairman Robertson welcomed new Planning Commission members and paid tribute to the late Carolyn O'Conner, who served on the Planning Commission for several years.

### **PUBLIC HEARING**

Chairman Robertson asked if any from the public sector would like to speak for or against the Special Use Permit. None responded, and neither the Clerk for Council nor the Secretary for Planning Commission had received any citizen comments or communications on the Special Use Permit for Angela Giegerich to allow the selling of pet supplies and groom of dogs at 1203 W. Jackson Street.

At the Chairman's request, Mr. Tyree explained that this was a conditional permit because the City Code does not specifically address this pet grooming business, only for veterinary clinic (C-3) conditions for kenneling, which Ms. Giegerich does not plan to do, so it was labeled as a Special Use Permit. He suggested the code be changed to reflect this, and City Manager Krystal Onaitis and Attorney Mark Popovich agreed that this business will not go outside the bounds of the C-2 permit.

At questioning from Chairman Robertson, Ms. Giegerich stated the business will operate Tuesdays through Fridays, 8:30 a.m.-5 p.m. and has ample parking for her clients. She will not be boarding any animals, only grooming and sale of pet retail items. She does not plan to make major changes to the building, only painting. She does not anticipate additional noise. Owner David Oliver stated that the business is on the opposite end of the residential area on Kadel Street. The apartment above the building is currently vacant, but he is actively seeking new tenants. Ms. Onaitis reminded members that several businesses, including two hair salons, a tanning salon, a garage, and several other businesses are beside or adjacent to the building, and she does not feel that the noise ordinance will be a factor unless Ms. Giegerich operates outside of the normal business hours.

Vice Chairman Morgan asked about additional signage and lighting, and Ms. Giegerich stated she only planned to place vinyl lettering on the front windows and didn't plan on using lights that would be distracting to drivers on the street.

Mr. Tyree added that the businesses surrounding her business are currently zoned C-2, and the Comprehensive Plan shows it will remain that way in the future. The issue here is more that the Code doesn't address pet grooming specifically.

With no further questions, Chairman Robertson and Mayor Sibold closed the public hearing.

## **DISCUSSION AND RECOMMENDATION**

Mayor Sibold asked what decision was made about a similar pet grooming issue on Riverside Street several years ago, and Mr. Tyree responded that it was upzoned to a C-3, reiterating that the Code needs to be amended to address this issue. Chairman Robertson asked for recommendations, and Mr. Wilson made the motion to adopt a special use permit to allow the selling of pet supplies and grooming of dogs at 1203 W. Jackson Street, seconded by Mr. Lamb. Roll call vote showed a unanimous decision: Mr. Lamb, For; Mr. Morgan, For; Mr. Scruggs, For; Mr. Shawver, For; Mr. Wickline, For; Mr. Wilson, For; and Chairman Robertson, For.

## **DISCUSSION AND ACTION**

Mayor Sibold asked for a motion to adopt the Planning Commission's recommendation of approval for a Special Use Permit for Angie's Dog Grooming, LLC. Vice Mayor Crosier made the motion, seconded by Mr. Tucker, and the vote showed Mayor Sibold: For; Vice Mayor Crosier: For; Mr. Carson: For; Mr. Hunter: For; and Mr. Tucker: For.

## **CITY COUNCIL ADJOURNMENT**

With no further business to come before Council, the meeting was adjourned by consensus after a motion from Vice Mayor Crosier, seconded by Mr. Tucker and Mr. Hunter.

## **CORRECTION AND APPROVAL OF MINUTES**

Upon a motion by Mr. Morgan, seconded by Mr. Shawver, Planning Commission voted by aye vote to approve the minutes of February 18, 2020

## **OLD BUSINESS:**

Mr. Tyree briefly discussed the Planning Commission's draft for the Central Business District. With three new members Planning Commission decided to review the document thoroughly and reopen the discussion at the next meeting.

## **NEW BUSINESS:**

Nominations were held for the election of Chairman. Tad Robertson was the only Planning Commission member who was nominated.

Nominations were held for the election of Vice Chairman. Steve Wilson was the only Planning Commission member who was nominated.

Upon a motion by Mr. Morgan, second by Mr. Shawver, Planning Commission voted by aye vote to elect Tad Robertson, Chairman, and Steve Wilson, Vice Chairman.

Nominations were held for the election of Secretary. Jennifer Cales was the only nomination. Upon a motion by Chairman Robertson, seconded by Mr. Shawver, Planning Commission voted by aye vote to approve Jennifer Cales as the Secretary of the Planning Commission.

Planning Commission voted by aye vote to approve the Planning Commission 2020 Annual Report.

Planning Commission was asked to review and approve Ordinances 0-20-13, Appendix A, Subdivisions and O-20-14, Appendix B, Zoning by City Council. Due to the length of the document, Planning Commission made the decision to review the ordinances and discuss the two documents at the February meeting.

No further business to come before the Planning Commission, the meeting was adjourned.

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"Tad" Robertson, Chairman  
Covington Planning Commission

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Jennifer Cales, Secretary  
Covington Planning Commission

## REZONING APPLICATION

In accordance with Appendix B, Article XVIII of the Covington Zoning Ordinance, I hereby request the following rezoning:

Lot (s) # 12, Block # 119 Section 18

Located at E HOLLY ST.

CURRENTLY ZONED R-3 TO BE REZONED TO C-2

My reason is: BUILD OFFICE AND OR ADDITIONAL MINI STORAGE UNITS  
FOR P.C. MINI STORAGE

J. FRANK HEPLER, PRES.  
OWNER/AGENT P.C. MINI STORAGE

540-968-0185  
PHONE NUMBER

116 HIDDEN VALLEY RD.  
ADDRESS

J.FRANK.HEPLER19402@GMAIL.COM  
EMAIL ADDRESS

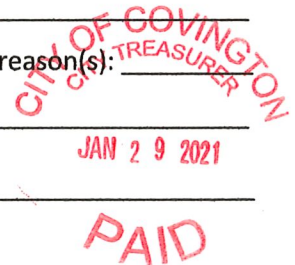
1/26/2021 (J.Coles)  
DATE

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## ACTION OF PLANNING COMMISSION

On \_\_\_\_\_, the Commission voted to recommend \_\_\_\_\_  
(APPROVAL/DISAPPROVAL) to Covington City Council this request for the following reason(s): \_\_\_\_\_

Zoning Administrator \_\_\_\_\_



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## ACTION OF CITY COUNCIL

On \_\_\_\_\_, the City Council voted to \_\_\_\_\_ (APPROVE/DISAPPROVE)  
this request for the following reason(s): \_\_\_\_\_

CLERK OF CITY COUNCIL \_\_\_\_\_

**\$50.00 FEE PLUS ALL INCURRED COSTS (POSTAGE & ADVERTISEMENT)**

**Make Checks Payable: City of Covington**

## CITY OF COVINGTON

<b>Map No.</b> : 18---119--12- <b>Owner</b> : PC MINI STORAGE INC <b>Acreage</b> : 0.000 <b>911 Addr</b> : 00000 E HOLLY ST <b>Record</b> : 2853 <b>Card No</b> : 1 <b>GIS Pin</b> : 18---119--12- <b>Acct No</b> : 2853 <b>Sale Price</b> : 1,250 <b>Sale Date</b> : 8/30/2012 <b>Sub Division</b> : n/a <b>Grantor</b> : GARTEN MATT							
<b>Occupancy</b> : VACANT LAND <b>Right of Way</b> : PUBLIC <b>Pavement</b> : PAVED <b>Terrain</b> : ON GRADE <b>Characteristic</b> : LEVEL <b>Water Source</b> : NONE <b>Sewer</b> : NONE <b>Zoning</b> : R3 <b>Use Class</b> : 1 - SINGLE FAMILY URB		<b>User Codes</b> : - - - -		<b>Deed Book/Page</b>  <b>Inst. Number</b> RE 2012 - 1734		<b>Date Inspected</b> 1/4/2019  <b>Initials</b> CF / KB	
		<b>Remarks</b> :  <b>Other Desc</b> : Lot- 45x130 -5850 sf					

Land Description	Unit Size	Unit Value	Unit Method	Unit Adj	Unit Total	Utility Value	Land Comments
1.) HOME SITE	0.000	5,000	H		5,000		
2.)							
3.)							
4.)							
5.)							
6.)							
7.)							
8.)							
9.)							
10.)							

Improvement Description	Unit Length	Unit Width	Unit Cond	Unit Rate	Unit Deprc.	Unit Value	Improvement Comments
1.)							
2.)							
3.)							
4.)							
5.)							
6.)							
7.)							
8.)							
9.)							
10.)							

Date of Value : 7/1/2019

Notes:	<b>Value Summary</b>			
	<u>% Chg</u>	<u>Previous Values</u>		
	n/a	Bldg	0	Total Imp. Value
	0.00	Land	5,000	Total Land Value
	0.00	Total	5,000	Total Prop. Value

See Back for Sales History

**CITY OF COVINGTON**Record: No **2853** Card No : 1Map No. **18---119--12-**GIS Pin : **18---119--12-**Page No. **2****Ownership Information :****Owner** : PC MINI STORAGE INC**Address** : 116 HIDDEN VALLEY RD

COVINGTON, VA 24426

**Legal** : CIC  
PT LOT 12 BLK 19**District** : CITY OF COVINGTON**Sales History**

<u>Grantor</u>	<u>Sales Price</u>	<u>Date Sold</u>	<u>Document</u>
GARTEN MATT	0	7 / 2011	Ins: RE 2011 - 1358
JACKSON NANNIE M	0	0 / 0	

**Value History :**

<u>Year</u>	<u>Value</u>	<u>Total</u>	<u>Explanation</u>
1.) 2020	L- I- 5000	5,000	REVALUED-GENERAL REASS.
2.) 2015	L- I- 0	5000	GENERAL REASSESSMENT
3.) 2011	L- I- 0	5000	GENERAL REASSESSMENT
4.) 2007	L- I- 0	5000	GENERAL REASSESSMENT



**CITY OF COVINGTON  
CITY COUNCIL AND PLANNING COMMISSION  
PUBLIC INFORMATION  
TUESDAY, FEBRUARY 16, 2021**

**ELECTRONIC MEETING AND PUBLIC HEARING ANNOUNCEMENT**

The City of Covington would like to make citizens aware that the monthly Planning Commission Meeting will be made into an ELECTRONIC MEETING, to be followed by a called meeting of Covington City Council. Due to the COVID-19 coronavirus health emergency, and pursuant to Chapter 1283 of the 2020 Acts of Assembly, the City of Covington City Council and Planning Commission will convene electronically to hold a Public Hearing on Tuesday, February 16, 2021, at 4:30 p.m. The purpose of this meeting is to transact the business statutorily required or necessary to continue the operations of the City Council and Planning Commission and to act on the following Special Use application:

Rezoning request of P.C. Mini Storage, Inc., J. Frank Hepler, President, from R-3 to C-2. The lot is described as 00000 E. Holly Street, CIC Pt Lot 12 Blk 19, Tax Map # 18---119--12-.

The meeting is open to the public for viewing on the Zoom platform at <https://zoom.us/j/99628438907>

“The public is encouraged to participate in the public meetings by sending any comments they may have to Rebecca Scott, Clerk of City Council, at [bscott@covington.va.us](mailto:bscott@covington.va.us) or Jennifer Cales, City of Covington Planning Commission, at [jcales@covington.va.us](mailto:jcales@covington.va.us).”

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Eric Tyree  
Zoning Administrator

The application may be viewed at the office of the Zoning Administrator at City Hall, 333 W. Locust St., Covington, VA from 8:30 a.m. to 5:00 p.m., Monday -Friday by appointment.

The City of Covington is in compliance with the Americans with Disabilities Act of 1990. If you will require an accommodation or sign language interpreter to participate in the meeting, reasonable accommodations can be made upon request. Please make requests to the Clerk of the City Council at least five (5) days in advance of the meeting at (540) 965-6356.



