



**City of Buena Vista
Planning Commission**

Agenda for March 12th 2019

**CITY OF
BUENA VISTA**
Planning and Zoning
2039 Sycamore Avenue
Buena Vista VA 24416

Regular Meeting

Call to Order by Chairman

Roll Call

Public Comment

New Business

Site Plan Approval for Cornerstone Bank facility

Review and Adoption of Minutes

Minutes of February 12th meeting

Report of Secretary

Report of Standing Committees

Report of Special Committees

New Business

None

Old Business

Adjournment

Members and Term Expirations:

Dennis Hawes, Chairman, *7/31/2020*
Mike Ohleger, Vice-Chairman, *6/30/2022*
Sandy Burke, *8/31/2021*
Marolyn Cash, *6/30/2020*
Lucy Ferrebee, *9/30/2019*

Melvin Henson, City Council
Representative, *9/30/2019*
Preston Manuel, *12/31/2020*
Jay Scudder, Ex Officio member
Bradyn Tuttle, *12/31/2020*

Staff:

Tom Roberts, Director of Planning & Community Development, Secretary

Meetings:

Members of the Buena Vista Planning Commission meet in Council Chambers, 2039 Sycamore Avenue, at 7:00 p.m. on the 2nd Tuesday of each month, unless otherwise announced. Meetings may be held and business conducted without a quorum, but no votes may be taken unless a quorum is present. A majority of members constitutes a quorum. A motion passes with a majority vote; a tie constitutes defeat of the motion.

Please go to our website www.bvcity.org for more information on this and other issues and information about the City of Buena Vista including the Comprehensive Plan and Land Use Regulations. The Department of Planning & Community Development is open Monday through Friday, 9:00 AM to 5:00 PM and Tom Roberts can be reached at (540) 261-8607 or troberts@bvcity.org. Please call ahead to ensure availability.

Public Comments Or Suggestions

Name, Address, and Signature:



**City of Buena Vista
Planning Commission
Minutes of February 12th 2019
Regular Meeting**

**CITY OF
BUENA VISTA**
Planning and Zoning
2039 Sycamore Avenue
Buena Vista VA 24416
troberts@bvcity.org
(540) 261-8607

Members of the Buena Vista Planning Commission met in Council Chambers, 2039 Sycamore Avenue, at 7:00 p.m. on February 12th 2019. Roll was called and a quorum was established.

Members Present:

Sandy Burke
Marolyn Cash
Melvin Henson, City Council Representative
Preston Manuel
Michael Ohleger, Vice-Chairman
Bradyn Tuttle
Dennis Hawes, Chairman
Lucy Ferrebee

Members Absent:

Jay Scudder, Ex Officio member

Staff Present:

Tom Roberts, Director of Planning & Community Development
Alan McMahan, Building Official

Meeting is called into order.

New Business

Site Plan Approval for Columbia Gas/Pagura Company facility

The meeting began by welcoming new member, Marolyn Cash, and dispensing roll call. Chairman Hawes inquires who is representing Columbia Gas (Bryant Gammon) and asks Mr. Roberts to give a brief outline and share more information on the project.

Tom Roberts:

- The industrial park has been planned since 1998, this will be the first building to go into it.
- Columbia Gas Mobile Operations and Deployment is building a 7,000 square foot mix of office and warehouse space where workers come every day to get their trucks and materials, and go out to where they are working.

- Columbia Gas is developing about 6.5 acres, will have a building, parking lot, and lay down area to store outdoor materials. Bryant Gammon has done a lot of work figuring out the storm water management for the site.
- Right now the site is a field, the roadway being put in will be funded by an economic development access grant.
- Columbia Gas has met the various requirements, staff recommends that the plan be approved as presented.

Mr. Bryant Gammon introduces himself to the board, and proceeds to answer some questions concerning what kind of fire protection is required for the building. Mr. Gammon explains that they have a 10-inch fire line that goes to the main road and from there an 80-inch line comes out, there are two fire hydrants and clarifies that the actual building will be about 7,000 square feet. Mr. Roberts shares that Mr. Gammon has submitted the full site plans for review, so they are available if anyone has any more specific questions.

Chairman Hawes inquires if anyone wants to make a motion. Mr. Ohleger moves to accept and Mr. Manuel seconds it. Full approval of the plans, no dissenting vote.

Adoption of Meeting Minutes from November

Chairman Hawes moves on to the next item of business, asks if everyone on the board has had a chance to review the minutes and whether there should be changes or corrections. Mr. Ohleger moves to accept the minutes as presented, Ms. Burke seconds it. Ms. Ferrebee abstains due to her absence from the November meeting, full approval of minutes as presented.

Report of Secretary

Chairman Hawes introduces the next item of business, the Report of the Secretary. Cornerstone Bank is looking for a place to temporarily sit until their new bank is built.

Chairman Hawes

- They are looking at the modular, close to what they did in Lexington before their permanent Lexington location was built.
- Going to be about three years while they select, possibly tear down a building, rebuild a building. They are currently looking at about three sites for the permanent location.
- The temporary location is where they are currently, but not having a drive-thru is killing them.

Mr. Roberts

- Cornerstone Bank is still working with us on this project, but haven't hear back in the past several days. They haven't finalized a site yet, but should be happening soon.
- Guy Holstein resigned due to feeling like he was too busy with the expansion of his business, and Marolyn Cash has taken over his position.
- Ed Walker made a presentation to City Council recently, he is publicly pursuing two separate projects right now.

- Mr. Walker is pursuing a new location for the library. Currently the library is on the first floor of old city hall, beautiful on the outside but small square footage and all chopped up. There are also maintenance issues with the current library building. Mr. Walker has proposed the former commercial building by the post office, what used to be McCormick's Feed Store, to be the future location of the library. Funding is the biggest issue that needs to be worked out. Moving the location of the library would open up new doors, new programs.
- Ed Walker wants to turn the former Foot of the Mountain Café into a meeting spot for outdoor outfitters. Someone who is going to run a tubing or rafting trip on the Maury would meet up with their customers at that location, sort of a base of operations for outfitters.

Report of Standing/Special Committees

Mr. Ohleger asks Mr. Roberts about the signers of the Comprehensive Plan Committee. Mr. Roberts explains that although he shares the board's anxiety to keep that moving on, there is a long list of things like industrial park development that takes precedence. The Planning District Commission is working on the chapters, specifically the transportation chapter and economy chapter, and Mr. Roberts has been corresponding with them and hoping for another Comprehensive Planning Committee meeting.

The board discusses who the members of the Comprehensive Planning Committee are. Mr. Roberts mentions that Tyson Cooper was Planning Commission Representative but then he moved to the city council and then asks if the chairman would like someone else to join the committee. Mr. Ohleger doesn't think there is a limitation to the people that can serve on the committee, saying new blood equals new ideas. Mr. Tuttle volunteers to join the board.

Introduce Alan McMahan, new Building Official

Mr. McMahan

- The new Building Official and partly the new Maintenance Official.
- Before here he was the Deputy Director of Administration in Alexandria, was there for a year. Previous to Alexandria, Mr. McMahan was in the Virginia Department of Housing and Community Development for seventeen years in their State Building Code Administrative Office.
- Undergraduate Degree in Planning, has masters from Virginia Tech in Public Administration.
- Currently working on updating Buena Vista's Building Department processes, updating the forms, working on rental inspections, property maintenance inspections, and sprinkler inspections at SVU.

Mr. Ohleger voices his concerns about rental inspections and apartment rentals in the city; certain real estate brokers will take a house with an unfinished basement and rent the basement out to college students, creating a crowded house. The students don't have any other options with the school expanding and no other places to live except for rentals throughout the city. He asks Mr. McMahan how he plans to handle that issue and regulate that in the city.

Mr. McMahan

- SVU is starting to get better about requiring their student housing to be inspected, and we can find these things out through rumors, complaints, etc.
- By evaluating existing rental properties, updating and keeping up with rental inspection paperwork, and by following up on people to make sure their rentals are inspected we can regulate the issue.
- The good thing about being in a smaller town is being able to drive around the city and observe whether a property is building with or without a permit, whether their permit is posted, and more.

Chairman Hawes mentions how the last building inspector let so many things slide and didn't even notice land use. There were issues with guttering, the previous building inspector let houses not have the required gutters and drainage. Mr. Roberts mentions a permit that he had dealt with that was an example of past sins, with someone who owned three lots, but had two separate tax parcels: one for his house, one for his garage. The board continues to discuss lot lines and different tax parcels, as well as a garage on Maple that the previous building inspector never required a permit for the conversion.

Ms. Burke mentions a property for sale that has a garage, but no house attached to it that is listed by Barbara Wilhelm. The garage can't be used for anything, even storage, since it is in R3 zoning. Nothing can be done about the garage property. The board then discusses the storage buildings by the colored school that were turned into apartments.

Mr. Ohleger brings up 2569 Walnut, a really big construction project, didn't see the permit posted when he drove by and was unsure if they had one. Mr. Roberts shares that 2569 Walnut does in fact have a building permit. Mr. McMahan noticed that a lot of projects don't have their permits posted, so he has clarified on each permit application that the permit must be posted.

Chairman Hawes mentions that the county has covered for the previous building official in the past. Mr. McMahan has met Steve Paulk and Arne Glazer from the county, and they have asked if McMahan would cover for him when he goes on vacation.

Tom Roberts

- Buena Vista and Lexington do not currently have a Local Building Code Board of Appeals. They don't have one constituted yet, and that is an issue in the event that somebody files an appeal.
- People can file an appeal if they disagree with something Mr. McMahan has determined, so a board needs to be in place to respond within thirty days.
- Currently in the early talks with Lexington to create a joint Board of Appeals, with people who are knowledgeable on construction and who understand the nature of the appeals.

Chairman Hawes and Mr. McMahan discuss McMahan's previous work as Secretary of the State Zoning Code Board of Appeals, and thanks Alan McMahan for attending the meeting.

Meeting adjourned at 7:35 pm.

Approval

Chairman

Date



CITY OF BUENA VISTA
Planning & Community Development
2039 Sycamore Avenue
Buena Vista VA 24416

STAFF REPORT

DATE: 22 February 2019
TYPE: Site Plan Review
SUBJ: 2235 Beech Ave, Cornerstone

Synopsis

Cornerstone Bank proposes to place a modular bank building in the parking lot of the shopping center on Beech Avenue, near their current location.

Summary:

- Land is zoned Mixed Use and proposed use is permitted by right
- New 24' x 66' prefabricated modular building set on concrete piers
- Water and sewer to be run through parking lot
- Drive-through teller on rear of building

Analysis

Overview

Cornerstone seeks a new location in Buena Vista that offers more space and can accommodate a drive-through teller window, which their current location in the old movie theater cannot. Similar to the bank's original location in Lexington, Cornerstone plans to occupy this modular unit for several years while it finalizes and constructs a permanent location in Buena Vista.

Zoning Compliance

Banks, including drive-through windows, are permitted by right in the Mixed Use district. Additionally, the proposed building meets the basic guidelines of the Design Guidelines, which now apply to the MU district. No rezoning or conditional use permits are required.

Site Planning Requirements (LDR §1504)

1504.01-1 Locations and design of vehicular entrances and exits in relation to streets giving access to the site and in relation to pedestrian traffic.

The site of the proposed building is an asphalt parking lot. No new street entrances will be created. The lot will be restriped to arrange parking in front of the new building and to direct vehicles safely around the rear of the building to go through the drive-through. The new striping plan has not been finalized because the modular unit configuration has not been finalized (e.g. location of front door, location of drive-through on rear).

1504.01-2 Locations and adequacy of automobile parking areas.

Existing parking lot has 113 spaces, at least 30-40 of which will be eliminated by the building footprint and restriping. Currently, many of these spaces are unused because of the nature of the tenant buildings. It should be noted this parking lot is one of the largest parking areas downtown, and future building uses could make this spaces more valuable.

This property is located within the downtown area exempt from off-street parking requirements, and therefore no specific number of parking spaces is required.

Appendix E of the Buena Vista Design Guidelines address off-street parking. However, because this project is retrofitting an existing parking lot some of its provisions are not possible or feasible.

1504-01-3 Adequate provisions for traffic circulation and control within the site and provision for access to adjoining property.

See above.

1504.01-4 Compliance with the requirements for setback and screening.

The MU district has no setback requirements, nor screening requirements.

1504.01-5 Adequacy of drainage, water supply, fire protection and sanitary sewer facilities.

New building does not require sprinklers so only minimal water supply necessary. New water and sewer lines will be trenched diagonally through parking lot to Beech Avenue near entrance in front of Dominos. Meter and cleanout port will be located at public-private interface.

Because the site is currently entirely impervious asphalt parking lot and the building will be set on piers, there will be very minimal land disturbance. No Erosion & Sediment Control or Storm Water Management plans are required for this project.

1504.01-6 Compliance with applicable established design criteria, construction standards and specifications for all improvements.

Construction will meet building codes.

1504.01-7 Approval by the city health officer or his agents, if septic tank and other sewage disposal facilities other than public sanitary sewers are involved.

Not applicable.

1504.01-8 Adequacy of proposed landscaping for softening the harsh visual effects of parking lots and for providing screening between development and the street and surrounding lots.

No landscaping is proposed.

Staff Recommendation

Staff recommends approval as presented, with the following stipulations understood:

- All water and sewer connections must be installed in compliance with Virginia Uniform Statewide Building Code (VUSBC) and City of Buena Vista Public Works requirements.
- All parking lot restriping and traffic circulation shall comply with the design requirements found in Section 703 of the Land Development Regulations, Off-street parking, and with the VUSBC (e.g. proximity and width of handicap-accessible spaces, aisle width, drive-through lane width, etc.).

- This site plan approval is only valid for the Cornerstone Bank modular bank building. Any other structure on this site, including a different modular building, will require new site plan review or other such review processes required at that time.

Approx water and sewer alignment

