



PLANNING COMMISSION

AGENDA for December 8th 2020

This meeting will be held in a hybrid format both in-person and via Zoom.

The meeting will take place in Council Chambers, City Hall, 2039 Sycamore Avenue. Participants must wear masks and practice social distancing. Two-way communication will be provided via Zoom for Planning Commission members and the public.

Zoom call details:

Time: December 8th, 2020 7:00 PM

<https://us02web.zoom.us/j/83047769280>

Meeting ID: **830 4776 9280**

(646) 558-8656

AGENDA

REGULAR MEETING

Call to Order by Chairman

Roll Call

Public Comment

Review and Adoption of Minutes

Minutes of September 8th 2020 meetings

Report of Secretary (See memo)

Old Business

1. None

New Business

1. Discuss temporary buildings incidental to construction

Adjournment

Members and Term Expirations

Dennis Hawes, Chairman, 7/31/2024

Mike Ohleger, Vice-Chairman, 6/30/2022

Sandy Burke, 8/31/2021

Marolyn Cash, 6/30/2024

Lucy Ferrebee, 9/30/2023

Melvin Henson, City Council Representative,
9/30/2023

Preston Manuel, 12/31/2020

Timothy Petrie, 12/31/2024

Jay Scudder, Ex Officio member

Staff

Tom Roberts, Director of Community & Economic Development

City Hall, 2039 Sycamore Avenue, Buena Vista VA 24416

(540) 261-8607 | troberts@bvcity.org | bvcity.org/planning

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.



PLANNING COMMISSION

MINUTES of September 8th 2020

Members of the Buena Vista Planning Commission met in a hybrid format, both in person a City Council Chambers and virtually via Zoom at 7:00 PM on Tuesday, September 8th, 2020.

Members Present:

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

Members Absent:

Bradyn Tuttle
Jay Scudder, Ex Officio member

Staff Present:

Tom Roberts, Director of Community & Economic Development

Meeting is called into order. Mr. Roberts encountered technical difficulties and was not able to begin the Zoom call until partway through the first presentation.

REGULAR MEETING

New Business

Site Plan approval for Buena Vista Pentecostal Holiness Church

Mr. Roberts summarized the contents of the staff report. Mr. Ron Cash, representative for the church, spoke to the Commission. He reviewed the overall long-term development of the site and the purpose of constructing a new covered pavilion (metal carport) for short-term use. It will be used for events and outdoor worship services in a Covid-19 context.

Mr. Hawes asked about applicability of the design guidelines. Mr. Roberts replied that while there were design guidelines for this zone, they did not need to be stringently followed because the structure will not be visible from the public ROW and the structure is not intended to be permanent.

Mr. Henson brought up the water and sewer availability to the site for future development. Mr. Cash responded that he had already met with City staff about these issues.

A member of the Commission moved to approve the site plan, and all voted yes.

Zoning Map Amendment for 2776 Maple Avenue, Preliminary Presentation

Mr. Roberts began by summarizing the staff report. The initial applicant is the owner of a single lot at 2776 Maple, but City staff are recommending proactive rezoning of surrounding parcels to tee them up for future multifamily development.

Mr. Roberts addressed an email from Mr. Henson asking how many additional small buildings could be built were it zoned to R4 as proposed. There is no limit to the number of buildings, but there is a maximum of 15 units per acre in R4. Mr. Roberts pointed out that no construction is proposed at this time. If rezoned, a developer would need a site plan approval before development.

Mr. Spencer Allen, applicant, addressed the Commission. He explained that he is purchasing the property and wants to rent out the accessory building and to be in compliance.

Mr. Hawes and other members noted concern that the accessory building may not be well-built or be adequate housing. They asked if there was a certificate of occupancy for it, or to what code specifications it was renovated. Mr. Roberts explained that there was very limited information in the building permit database and that CO's were not typically issued for apartments like this. Mr. Allen offered to provide the appraisal and home inspection report that he had done. Mr. Hawes and others were also concerned about encouraging conversion of accessory buildings into housing, as well as the principle of asking forgiveness for already-converted buildings versus asking permission.

The Commission also raised the question of which zone might be appropriate here, and whether Institutional was better. Several members felt that INST was intended for the neighborhoods around the university. Mr. Roberts stated that his position was that INST zoning should only be used for buildings directly owned or used by the university. As a corollary, they were concerned that R4 at this location could permit some commercial uses which would be inappropriate. Mr. Roberts countered that the range of commercial uses in R4 is limited, although offices and retail associated with the multifamily are permitted.

At Mr. Henson's initiative, there was brief discussion and clarification of what property is City-owned near this property (a triangular parcel) and the paper streets.

Mrs. Burke asked if the zoning would affect the tax assessments. Mr. Roberts replied that no, the assessment is not directly tied to the zoning but is based on the developability of the property.

Mrs. Cash raised the question about the minimum square footage of a detached dwelling. She suggested that the multifamily efficiency apartment square footage minimum only applies if there are multiple units in a building, so the accessory building at 2776 Maple Ave would be a single-family dwelling not a multifamily unit.

The Commission expressed that they were not in support of the proposal.

Zoning Text Amendment for 616.16 Yards in the Mixed Business zone

The Commission discussed some of the history of adoption of the Mixed Business zone and the Seminary Hill Historic District, and specific projects when the question of yard/frontage requirements. Echoing the staff report, Mr. Roberts noted that his concern is primarily with 29th Street and the potential of a build-to line requirement for new development.

There was consensus of the Commission to support the text amendment as presented.

Mr. Hawes added that he would like City Council to consider changing the name of the Seminary Hill Historic District.

Public Comment

None

Review and Adoption of Minutes

Old Business

None

New Business

None

Adjournment 11:10 AM

Approved: _____



MEMORANDUM

TO: Planning Commission
FROM: Tom Roberts
DATE: 12/4/2020
SUBJ: December Secretary's Report

1. The CDBG-funded Downtown Revitalization Plan, coined Buena Vista Forward by our consultant Studio Ammons, is nearly complete. The team conducted a city-wide survey in September-October to gather input and conducted economic analysis in October-November. The plan includes economic analysis, marketing recommendations, and physical development recommendations.

I will send out to you as soon as I have it ready.

Following final review of the plan, the next step will be to apply in March for CDBG implementation funds. It is too early to say at this point what projects the funds will go toward as this will be determined by the plan's recommendations and prioritization.

2. The CDBG-funded Opportunity Zone marketing project is in the final phase. In August we finalized a prospectus that highlighted several privately-owned available properties we determined were best candidates for OZ investment. Camoin 310 then began marketing outreach on our behalf to connect us with potential developers. To date, we have had conference calls with three developers to familiarize them with BV, and we expect additional leads.
3. In late November, we planted 13 trees down near the Wastewater Treatment Plant on 10th Street using a Virginia Trees for Clean Water grant. In time these will frame that parking area and soften the bare landscape, as well as make that gateway into the City more attractive.
4. In late November, Council approved acquisition of the Town Square property at 21st & Magnolia by the EDA. Staff is pursuing grant funding to cover the cost of acquisition and development of the property as a public space for downtown gathering and events. Similar to the concepts that Go BV advanced for the site, we envision a pavilion that can host live music performances as well as other gatherings, and space for tables/chairs/benches for casual use by the public. With an actual downtown venue, events like Fridays in the Park could be held downtown and amplify their impact through support of downtown businesses. Investment in this space is a clear demonstration of the City taking leadership in revitalization—one that will be noticed by the private sector—and similar spaces in other cities and towns are fundamental to vibrant downtown space.
5. Earlier in the fall, Council raised the idea of selling the City parks at 12th Street and 34th Street and using the funds to purchase new playground equipment at Glen Maury Park. While the creative idea for revenue is laudable, I strongly objected to selling parks that are in use by the public and which are very strategically geographically located. Instead, we are pushing forward on disposing of "surplus" City property. Attached is a memo

from November 17th in which I detail the next step of that process and specific properties I am targeting at this time.

6. The Central Shenandoah Planning District Commission is planning to do a Pedestrian Master Plan for BV in mid-2021, funded through their transportation planning budget. This plan will include analysis of existing pedestrian infrastructure (e.g. sidewalks, trails), project recommendations, and for five selected priority projects it will have preliminary engineering and cost estimates. With this plan in hand, application for funding through various VDOT programs will be easier.
7. A great deal of my time the last 3 months has been with City IT. We have switched managed service providers and upgraded internet service at all City facilities, and are in the process of procuring new software for core municipal functions like cashiering, tax management, utility billing, etc. We can look forward to many improvements for the public such as online bill viewing and payment and online zoning and building permit applications, but implementation will take at least 6-12 months.



MEMORANDUM

TO: City Council
FROM: Tom Roberts
DATE: 17 November 2020
SUBJ: Surplus City Land and City Parks

34th Street Park

In previous memos I covered the importance of parks and the strategic location of this park on the north side of the City. Since our last meeting I contacted Buena Vista realtors to ask about potential sale price and other feedback. The responses included the following. None of the realtors supported selling the parks.

I would not want to be the builder or home owner that destroyed a children's playground.

Lots will sell for only a few thousand each. Several lots for sale in city now for \$5000 to \$24000. Some have been on market three years or more. I sold two lots together on 39th Street last year for \$8000 total. They had been on market 674 days before selling.

I don't think you will make enough off of them to make it worth.

Most of all, there are acres of other entirely unused real estate the City could sell before selling any parks. It seems logical to exhaust all other surplus real estate before the City sells community facilities which are currently in use by residents.

Surplus Real Estate

Currently, we have a selection of buildable surplus properties listed and mapped on the City website (posted about a month ago). I have had a couple discussions with potential interested developers but nothing concrete.

In addition to buildable sites, there are multiple un-buildable "scraps" of land which could be added to adjacent property. I propose contacting adjacent landowners by letter and offering the properties to them. The table below shows these ten properties. Three I recommend offering to transfer to the adjacent owner at no cost because they have so little actual value. The other seven would enhance the value of the adjacent properties and so I recommend offering to sell at the assessed values. Seven of the properties are in residential areas and the remaining are institutional, commercial, and industrial; one is located in the County next to our soccer field.

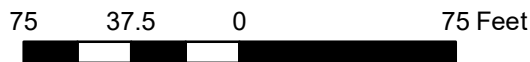
- Total assessed value of all parcels: \$30,800
- Assessed value recommended to sell: \$28,100
- Aggregate annual tax revenue: \$360

With Council's approval I will send letters out to adjacent property owners. If they are interested, staff would perform necessary due diligence such as a title check and preparing a deed, then bring the property to a public hearing before Council. All sales or transfers are subject to final approval.

ITEM	MAPNUM	LOCATION	COMMENT	RECOMMENDATION	OWNER1	ACRES (GIS)	ZONING	TotalPropVal
1	5- 1- 6-12- 21	Partial lots at 40th & Longhollow Rd, front yard of 136 E 41st St		Offer to sell at assessed value	CITY OF BUENA VISTA	0.3	R-3	\$2,500.00
2	10- 1- 6- 4- 14	Partial lots at 38th & Longhollow Rd, front yard of 505 Longhollow Rd	Would adjust boundaries of lots to include only those on northwest side of Longhollow	Offer to sell at assessed value	CITY OF BUENA VISTA	0.3	R-3	\$5,000.00
3	10- 1- 6- 4- 16	Partial lots at 38th & Longhollow Rd, side yard of 133 W 38th St	Would adjust boundaries of lots to include only those on southeast side of Longhollow	Offer to sell at assessed value	CITY OF BUENA VISTA	0.1	R-3	\$1,700.00
4	18- 1- 6- 8- 8A	Wedge of land near 31st St and Rockbridge Ave	Related to Rockbridge Ave road development	Transfer at no cost to adjacent owner	CITY OF BUENA VISTA	tiny	R-3	\$200.00
5	20- 2- 6- - B1	Landlocked near Chalk Mine Run behind Foxtrot shopping center		Offer to sell at assessed value	CITY OF BUENA VISTA	0.2	MB	\$1,700.00
6	21- A- - - 2	Wooded parcel behind Nibco		Offer to sell at assessed value	INDUSTRIAL DEVELOPMENT	0.847	GM	\$8,500.00
7	28- 1- 4-53- 1	Parking lot of The Lofts student housing at SVU	Needs further research	Transfer at no cost to adjacent owner	CITY OF BUENA VISTA	tiny	R-2	\$800.00
8	36- 1- 4-26- 15	Corner of 24th St and Pine Ave, behind 2374 Hawthorne Ave	Dramatically below street level so poor building site. Logical extension of adjacent owner's yard.	Offer to sell at assessed value	CITY OF BUENA VISTA	0.3	R-3	\$1,200.00
9	48- 1- 3-33- 6A	Wedge of land near 1164 Cedar Ave		Transfer at no cost to adjacent owner	CITY OF BUENA VISTA	tiny	R-3	\$1,700.00
10	90-A-27	Next to 19 Keyes Mill Rd (in County)	Next to soccer field but surrounded by adjacent property	Offer to sell at assessed value	CITY OF BUENA VISTA	0.14		\$7,500.00



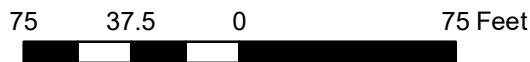
Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination.



1. 5-1-6-12-21



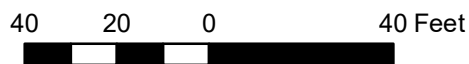
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2 & 3. 10-1-6-4-14 and 16



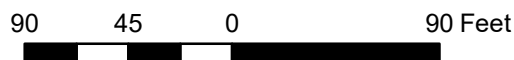
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4. 18-1-6-8-8A



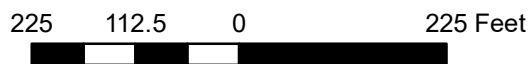
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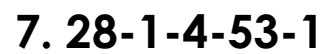
5. 20-2-6--B1



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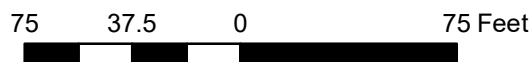


6. 21-A---2





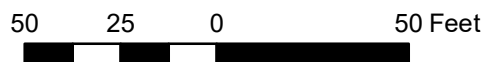
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8. 36-1-4-26-15



Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination.



9. 48-1-3-33-6A

BUENA VISTA CITY

533

90-A-25

W-10TH ST

90-A-27

90E-1-2-5

90E-1-2-6

90E-1-2-A

90E-1-4-1

90E-1-4-2

19

90-A-28

90E-1-2-6A

90E-1-2-5A

90-A-26

90E-1-2-7

90E-1-4-15

90-A-30

PROPERTY 10