



PLANNING COMMISSION

AGENDA for May 10th 2022

AGENDA

REGULAR MEETING

Call to Order by Chairman and Roll Call

Public Comment

Review and Adoption of Minutes

April 12th meeting

Report of Secretary

New Business

- 1) 2519 Sycamore Ave Conditional Use Permit for two-family dwelling
- 2) 2522 Beech Ave Subway Sign Certificate of Appropriateness
- 3) Zoning Text Amendment – Drive-through facilities in Seminary Hill District

Old Business

None

Adjournment

Members and Term Expirations

Dennis Hawes, Chairman, *7/31/2024*

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

Justin Wiseman, *8/31/2025*

Marolyn Cash, *6/30/2024*

Lucy Ferrebee, *9/30/2023*

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

Kristie Gibbons, *12/31/2024*

Timothy Petrie, *12/31/2024*

Jason Tyree, 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 | buenvistava.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 April 12th 2022

Members of the Buena Vista Planning Commission met in Council Chambers at 7:00 PM on Tuesday, April 12th 2022.

Members Present:

Dennis Hawes, Chairman
Michael Ohleger, Vice-Chairman
Kristie Gibbons
Melvin Henson, City Council Representative
Timothy Petrie
Justin Wiseman

Members Absent:

Jason Tyree, Ex Officio member
Marolyn Cash
Lucy Ferrebee

Staff Present:

Tom Roberts, Director of Community & Economic Development

Meeting is called into order and roll was called.

Minutes

Mr. Henson motioned to approve the February 8th minutes, Mr. Ohleger seconded, and all voted yes. Mr. Ohleger motioned to approve the March 8th minutes, Mr. Henson seconded, and all voted yes.

Secretary's Report – none

Mr. Hawes took this opportunity to remind the Commission that issues should be discussed in the public meeting and not outside the meeting, such as in email. This was prompted not by anything the Commission had done, but by hearing about other public bodies discussing issues by email.

New Business

Transportation chapter of Comprehensive Plan

Mr. Henson kicked off by asking whether the plan identified the emergency route through the City using Cedar, Walnut, etc. Mr. Roberts said he would check whether this route should be identified for maintenance priority or any other reason.

Mr. Wiseman asked if the plan had been updated per the recommendations in VDOT's letter. Mr. Roberts replied no, it had not, other than the \$6m estimated cost for the pedestrian bridge project.

Mr. Ohleger pointed out an error in the table of rail crossings.

Mr. Hawes pointed out inconsistency in names for the River Walk/Floodwall/Levee Walk, etc.

Mr. Hawes asked about the Factory Street reconstruction project in the project list. Mr. Henson and Mr. Roberts explained that this had been discussed for at least 4-5 years. Because of the crest of the road at the railroad, oversize tractor-trailer loads cannot cross at Factory Street. Of course such loads can't go under the railroad on Route 60 either, so there only route for oversize loads to the interstate is south via Rt 501. Mr. Ohleger also pointed out a typo in the estimated cost of this project and several others.

The Commission also discussed the proposed Maury River pedestrian bridge and how high the estimated cost is. Mr. Roberts explained that transportation projects are extremely expensive, largely because of Federal and state compliance requirements.

Mr. Henson brought up the idea of a pedestrian route to Food Lion. There is no safe route from the Rt 60 bridge up Rt 60 to the Food Lion shopping center. He suggested a path could be put in up behind the Emergency Operations Center (Baner Lane) and cut through to CJ Morrison Drive. Mr. Roberts agreed that this is a good route, and noted that later in 2022 or 2023 the Central Shenandoah Planning District Commission would be doing a small area transportation study for this area between Forge Rd and CJ Morrison Dr on Rt 60. It is a vehicular and pedestrian safety hot spot.

Mr. Hawes noted the plan mentions electric cars, but does not mention safety concerns because they are so quiet, or charging stations. Mr. Roberts explained that later in 2022 he expects that VDOT will issue guidance or start a grant program to fund electric vehicle charging stations. The City is interested in potentially installing charging in the downtown area, on the premise that drivers will shop and eat while their cars charge.

Mr. Henson brought up using Safe Routes to School funding for a better pedestrian route to the high school. Currently Bradford Drive is steep and has no sidewalk so it is dangerous for children.

Adjournment 8:00 PM

Approved: _____



PLANNING COMMISSION Staff Report

Conditional Use Permit

2519 Sycamore Ave

5/5/2022

Synopsis

Applicant Casey Crookston proposes converting existing building at 2519 Sycamore Ave to a two-family dwelling.

Site Information

Address/Tax Map:	2519 Sycamore Ave, 27-1-5-26-21 and 27-1-5-26-23	
Existing zoning:	R3 Residential Limited	
Existing land use:	Single-family residential	
Proposed zoning:	R3 Residential Limited	
Proposed land use:	Two-family residential	
Surrounding zoning and land use:		
Single-family residential and vacant land		
Size:	9,375 sf (1.5 lots)	
Staff Recommendation:		
Tentative Timeline	Preliminary Commission Discussion	5/10/2022
	Planning Commission Public Hearing	6/14/2022
	City Council Public Hearing	7/7/2022
	City Council Adoption	7/21/2022

Overview

Although not built as a single-family home, the structure at 2519 Sycamore Ave has for many years functioned as a single-family home. Applicant Casey Crookston seeks to renovate the building and create two dwelling units.

- Upstairs/downstairs configuration
- Existing floor plan attached; applicant still preparing proposed floor plan but will not change much
- Building footprint will not change
- Existing parking in front of the house to remain—gravel parallel parking (no curb & gutter)
- New gravel parking area off of alley at rear of building
- Renovation will include new wiring

By combining the parcel the structure is on with the adjacent 25'-wide lot, this property will have the minimum lot size for a duplex.

Recommendation

This is initial presentation for Planning Commission feedback and concerns.

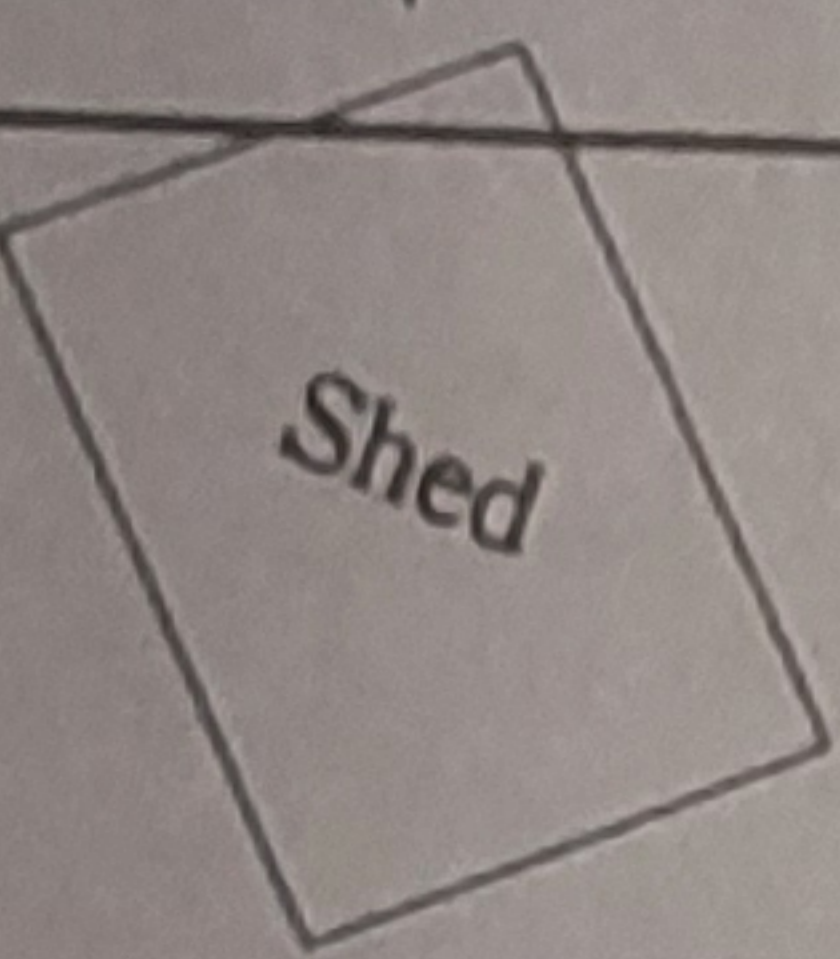




Edge Of Pavement

15' Alley

N 19°10'48" E
50.00'



**GRAVEL FOR
OFF STREET PARKING**

20-30'

Tax Parcel 27-1-5-26-19
Tax Parcel 27-1-5-26-20
6250.000 SQ. FT.
0.143 Acres

Now or Formerly
Claude Sanderson
Deed Book 16 page 463
Tax Parcel 27-1-5-26-21
Tax Parcel 27-1-5-26-22

S 70°49'12" E 125.00'

N 70°49'12" W 125.00'

Tax Parcel
27-1-5-26-23

15 Alley (Unimproved)

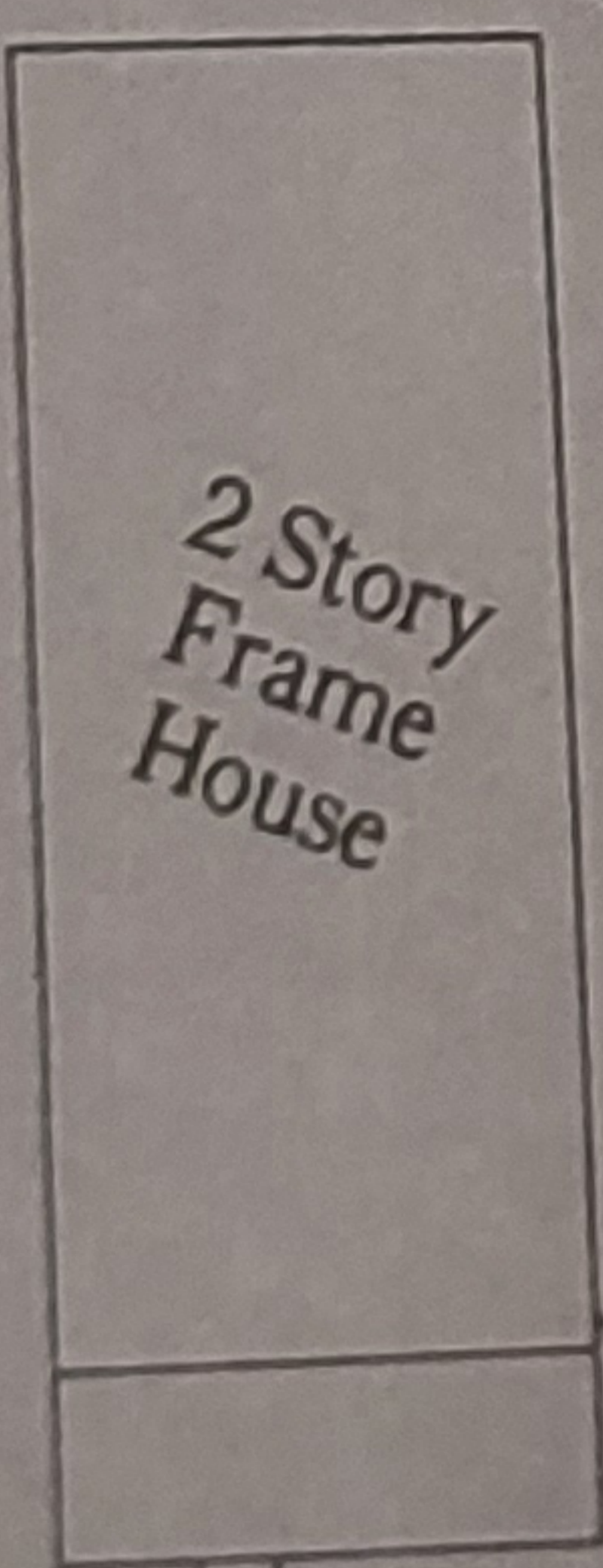
Lot #19

0.6ft

Lot #20

0.6ft

Steps



2 Story
Frame
House

**2519
SYCAMORE**
Multi Story
Frame
Building

50.00'
S 19°10'48" W

Rod Set

Rod Fand

Spike Fand

Rod Fand

Steps

Steps

Steps

Edge Of Pavem

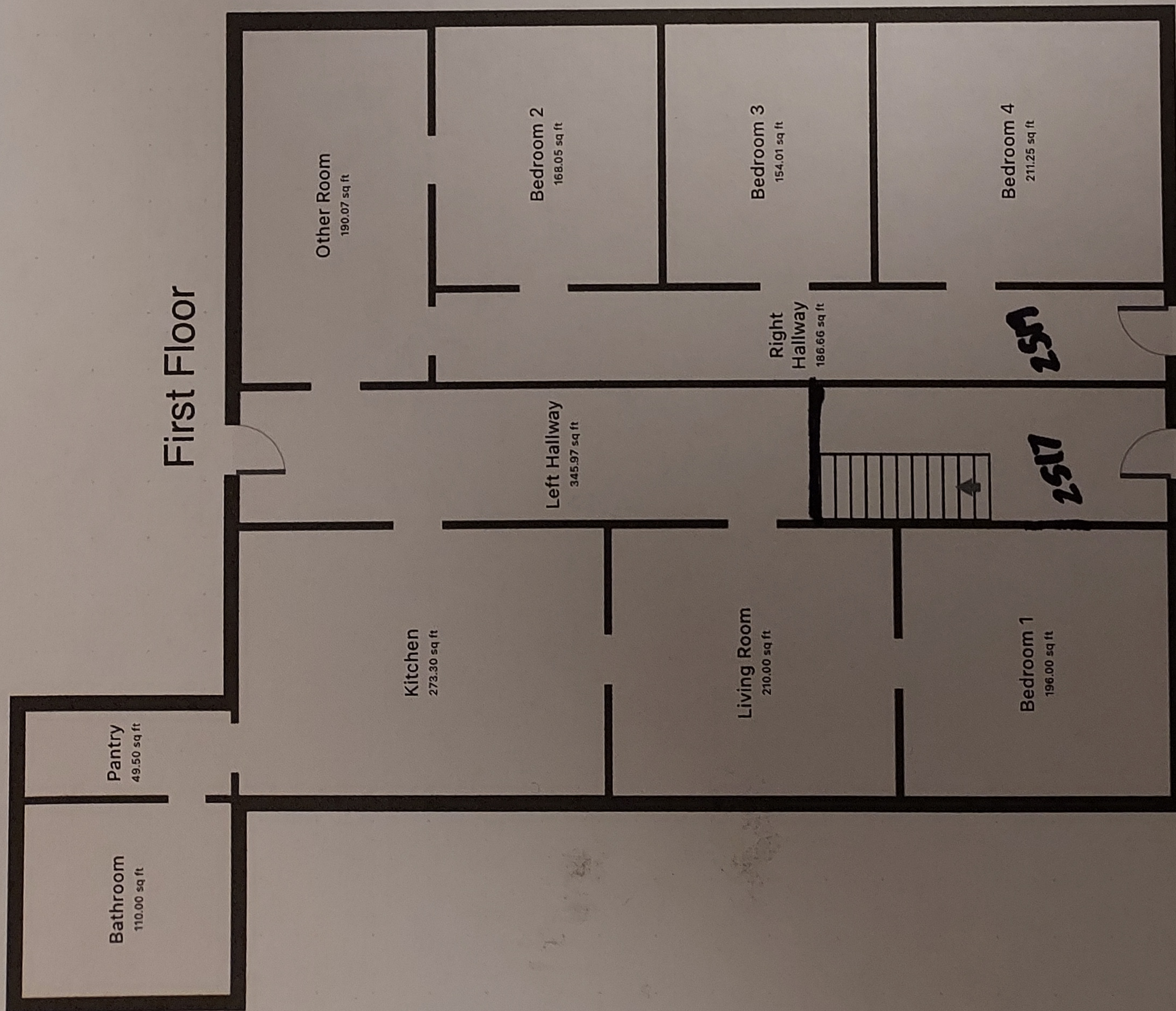
Scale 1" = 20'
40

±185.00' To
Park Ave

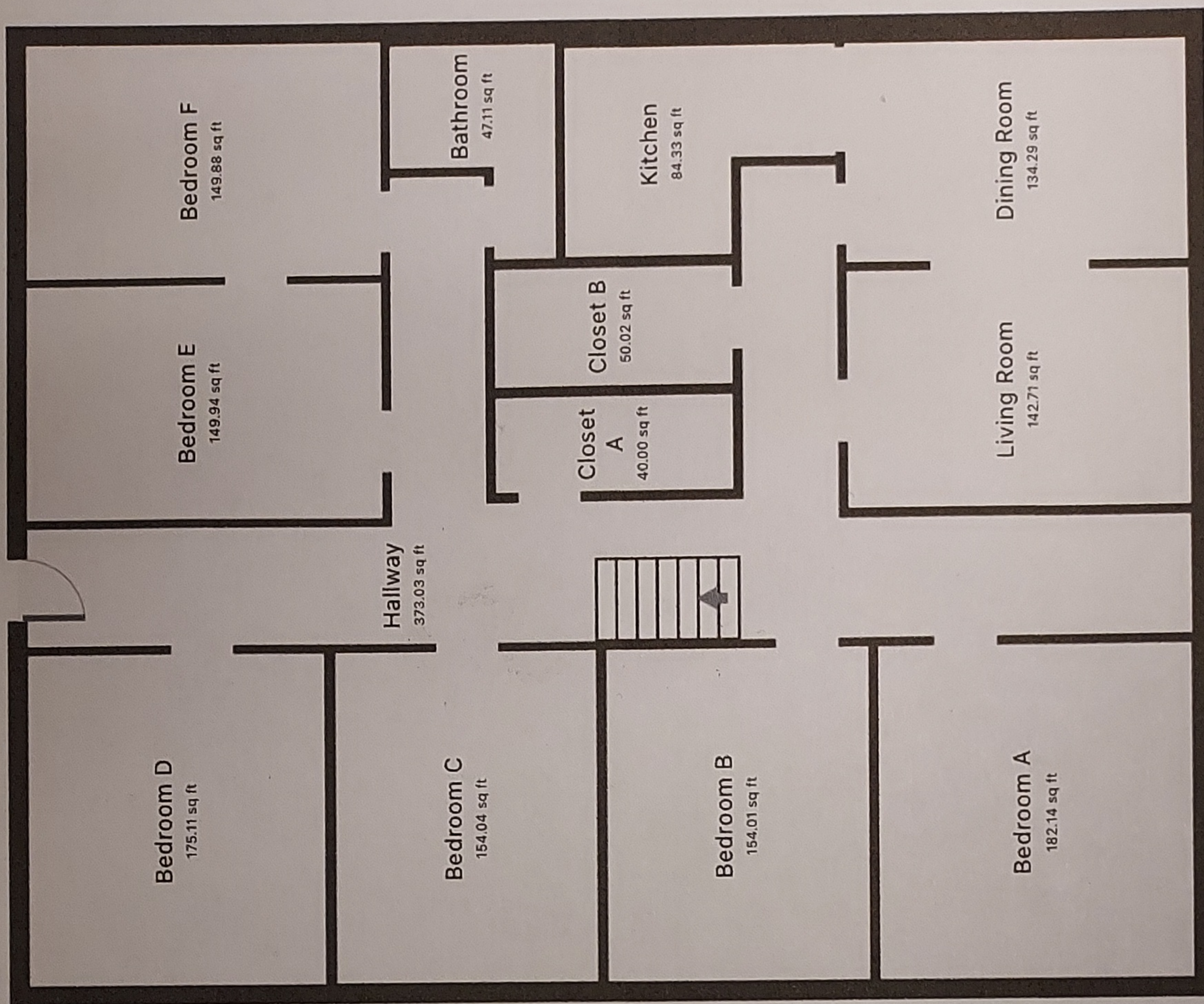
Sycamore Avenue

2519 Sycamore Ave.

First Floor



Second Floor





PLANNING COMMISSION Staff Report

Sign Certificate of Appropriateness

2522 Beech Ave - Subway

5/5/2022

Synopsis

Sign Certificate of Approval for signage for new Subway restaurant in existing building at 2522 Beech Ave.

Overview

Applicant Jason Harris plans a new Subway restaurant in a portion of the first floor of 2522 Beech Avenue. The use as a restaurant is by-right and he is not expanding the building footprint, so no site plan is required. However, because the building is in the Seminary Hill District, it requires a certificate of appropriateness for its signage.

A separate issue is that currently, drive-through facilities are not permitted in the Seminary Hill District.

Proposed Signage

- 1) Hanging flat signs from existing mounting brackets on 2nd floor of façade. Dimensions TBD but less than 2' long.
- 2) New flat wall sign on the south side of the building 46" x 165" (about 4' x 14'), lettering "Subway", with gooseneck external lights – see spec sheets except they show as internally illuminated box signs
- 3) New flat wall sign on the north side of the building, 46" x 165" (about 4' x 14') lettering "Subway", with gooseneck external lights – see spec sheets except they show as internally illuminated box signs
- 4) New menu board for drive through on the east side of building 5' tall x 2.5' wide
- 5) Lighted metal canopy over the menu board mounted on a single pole, height TBD, canopy size 76" x 76" (6' x 6')

Photos of the building and spec sheets on the signs are included.

The existing wood frame canopy on the façade will be retained and repaired with painted or replaced metal roof and new metal fascia. The canopy will not have any signage.

Analysis and Recommendation

The four buildings in this block of Beech Avenue are some of the few buildings in the Seminary Hill District that are actually historically significant, they form a cohesive group, and retain a lot of historic fabric. For those reasons we should make efforts to preserve them. The proposed signage represents effective integration of corporate signage in a historic district. The applicant proposes flat, externally illuminated wall signs instead of the usual internally-illuminated box signs. These wall signs will be similar to, though a little larger than, the "three grouches" sign at 2574 Beech Ave.

The menu board and canopy are at the rear of the building and less visible from Beech Avenue, so it is less important that they are modern looking.

Another important point is that all of the proposed signage is removable, and installation will not damage historic fabric.

This project is a good use of vacant space on the central corridor of the City. Staff recommend approval of the signage as presented.

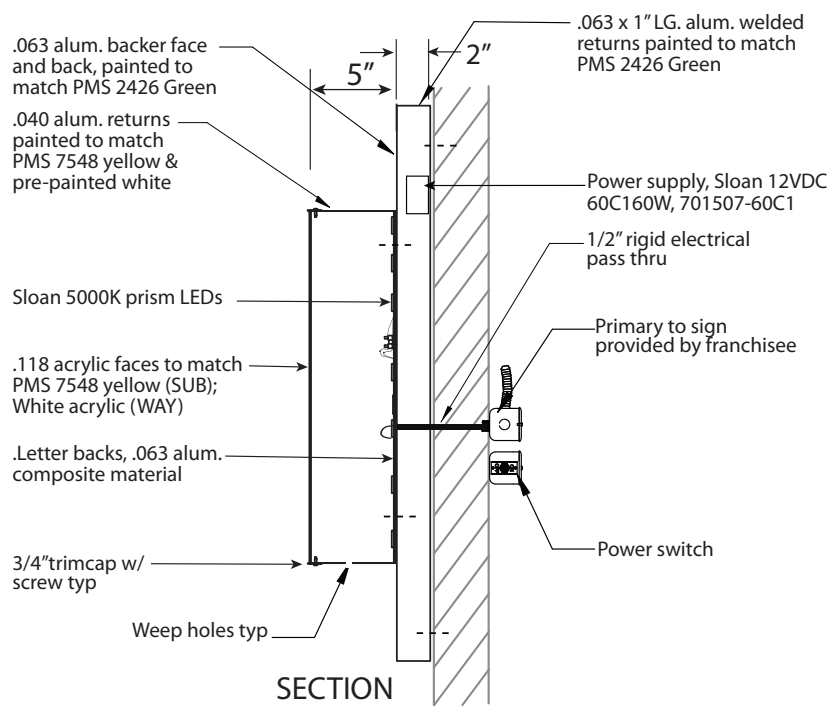


3 3 3
SUBWAY





30" LED CHANNEL LETTERS YELLOW/WHITE, IND. MT. ON BACKER



GENERAL SPECIFICATIONS:

Materials:

.040 aluminum returns pre-painted to match PMS 7548 Yellow (SUB); Pre-painted white (WAY); Backs are .063 aluminum composite material

Return Depth: 5"

Backer Depth: 2"

Faces:

(SUB) Yellow Acrylic Optix 1X91061A to match PMS 7548
(WAY) White Acrylic

Trimcap:

(SUB) 3/4" Pre-painted Yellow to match PMS 7548
(WAY) 3/4" Pre-painted Green to match PMS 2426

Area Squared: 53.39 Sq. Ft.

Wind Load: 35 psf

ELECTRICAL:

Illumination: Sloan 5000K Prism LEDs

LED Power Supply:

(2) Sloan 12VDC 60C160W, 701507-60C1

Input: 120V .70 Amps each

Output: 12VDC 60W D/D 100-277 Volt

Total: (1.4 Amps) @ 120V
Use qty of (1) 20 Amp circuit

COLORS:

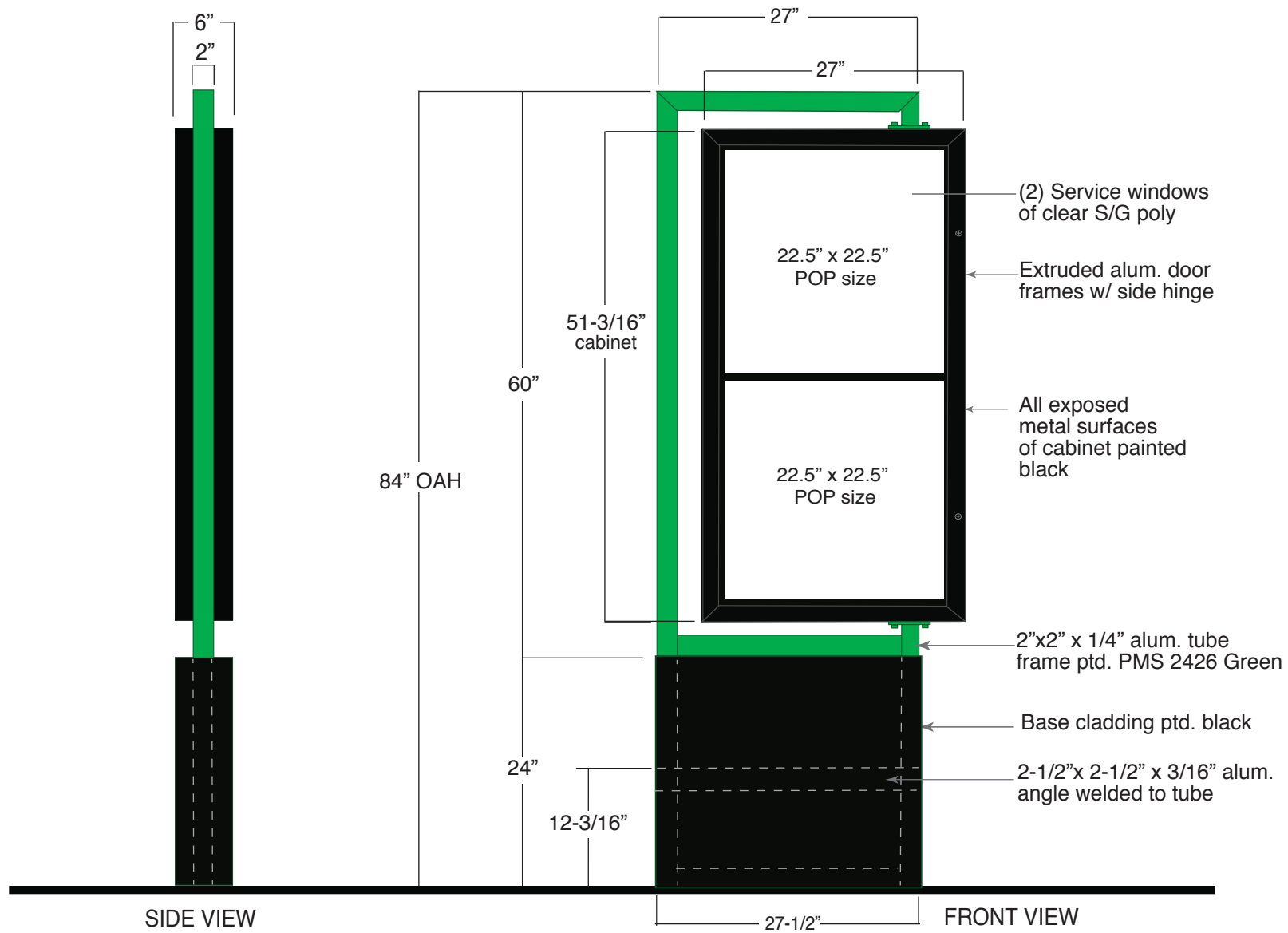
PMS 7548 Yellow
PMS 2426 Green

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Everbrite LLC
4949 S 110th Street, Greenfield, WI 53220
Phone: 414-529-3500 • Fax: 414-529-7191
Website: www.everbrite.com

Part No:	Project No: 427938
Description: 30" LED CHANNEL LETTERS YELLOW/WHITE ON GREEN BACKER	Date: 3/25/20
	Drawn By: CH





2-PANEL LED ILLUM'D PRESELL BOARD

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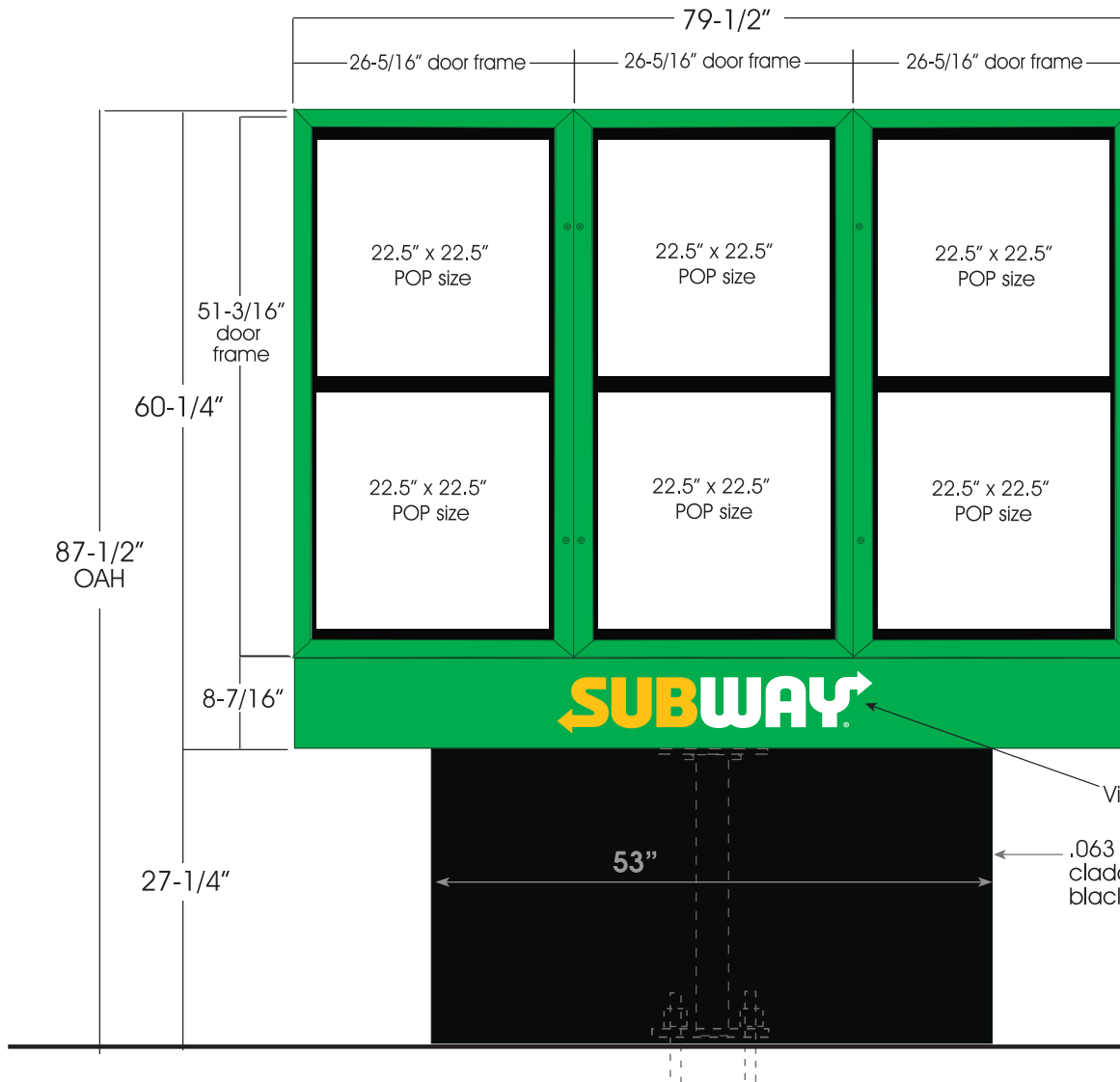
Part No:
Description: 2017 2-PANEL LED
ILLUM'D PRESELL BOARD W/
BASE CLADDING

Project No: 423224

Date: 12/30/19

Drawn By: CH





GENERAL SPECIFICATIONS:

Materials:

Extruded aluminum cabinet and door frames;
 Aluminum base cladding
 Clear S/G polycarbonate windows in
 side-hinged and locking doors

Area Squared: 33.26 Sq. Ft.

Wind Load: 90 mph

ELECTRICAL:

Illumination:

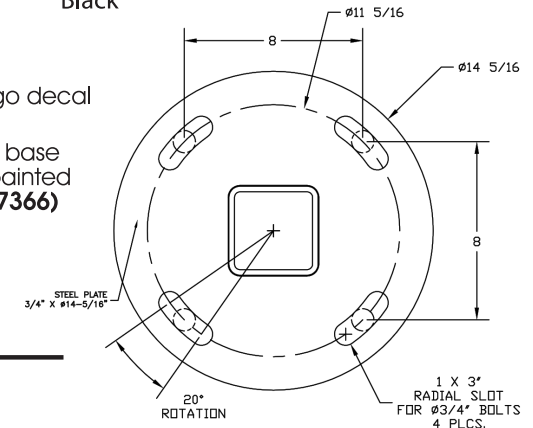
Agilight white LEDs

Electrical :

Total Load: 1.5 amps
 Circuits: (1) 20V 20 amp

COLORS:

PMS 2426C Green
 Black



E031208- 6-PANEL LED DT MENUBOARD
KT07366- WIDE CLADDING
KT07367- 6-PANEL MENUBOARD W/ WIDE CLADDING

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 Phone: 414-529-3500 • Fax: 414-529-7191
 Website: www.everbrite.com

Part No: **E031208; KT07366; KT07367**
 Description: **6-PANEL LED ILLUM'D
 DT MENUBOARD W/ WIDE
 CLADDING**

Project No: 406842-1

Date: 05/13/19

Drawn By: CH

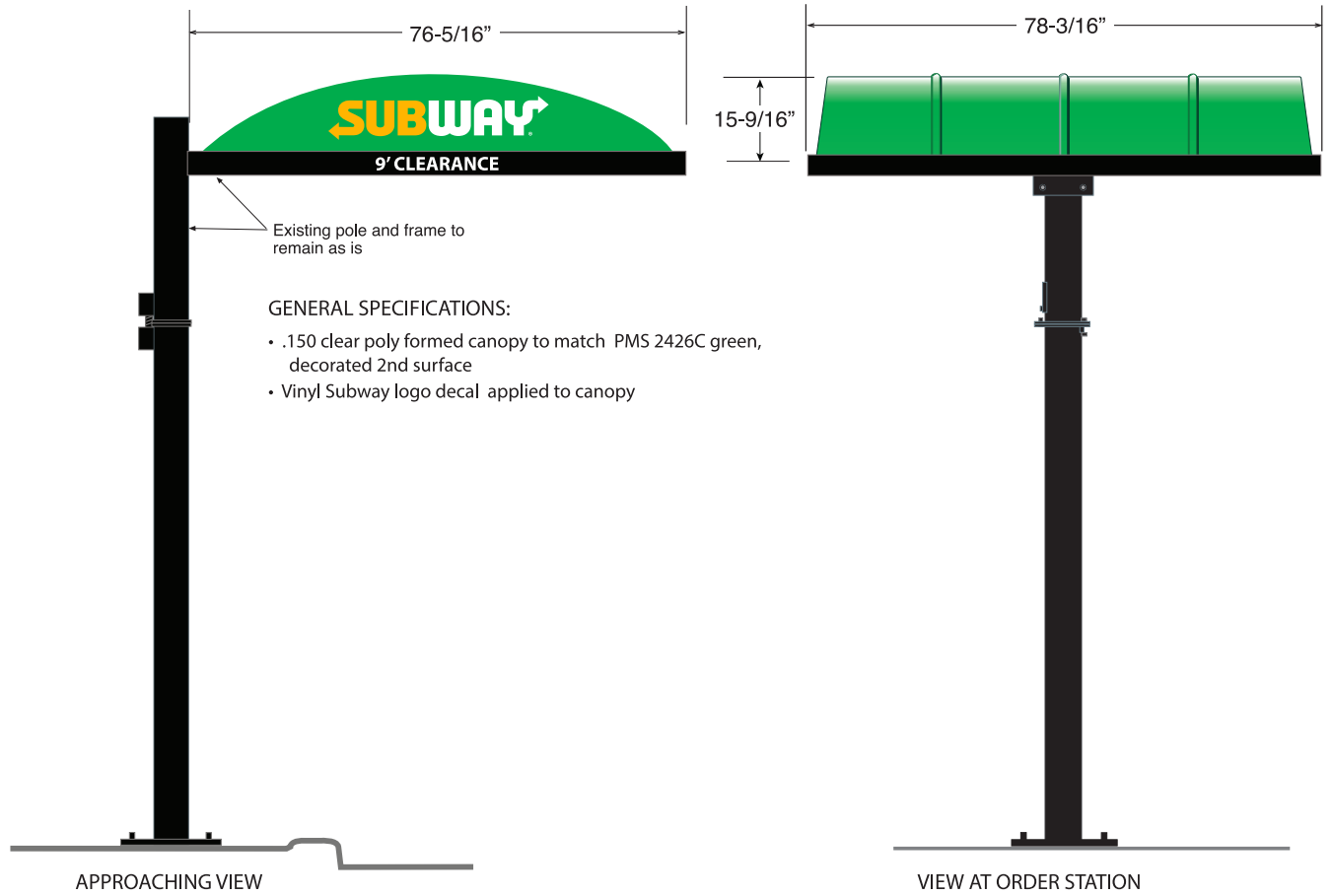




EXISTING



PROPOSED



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 Website: www.everbrite.com

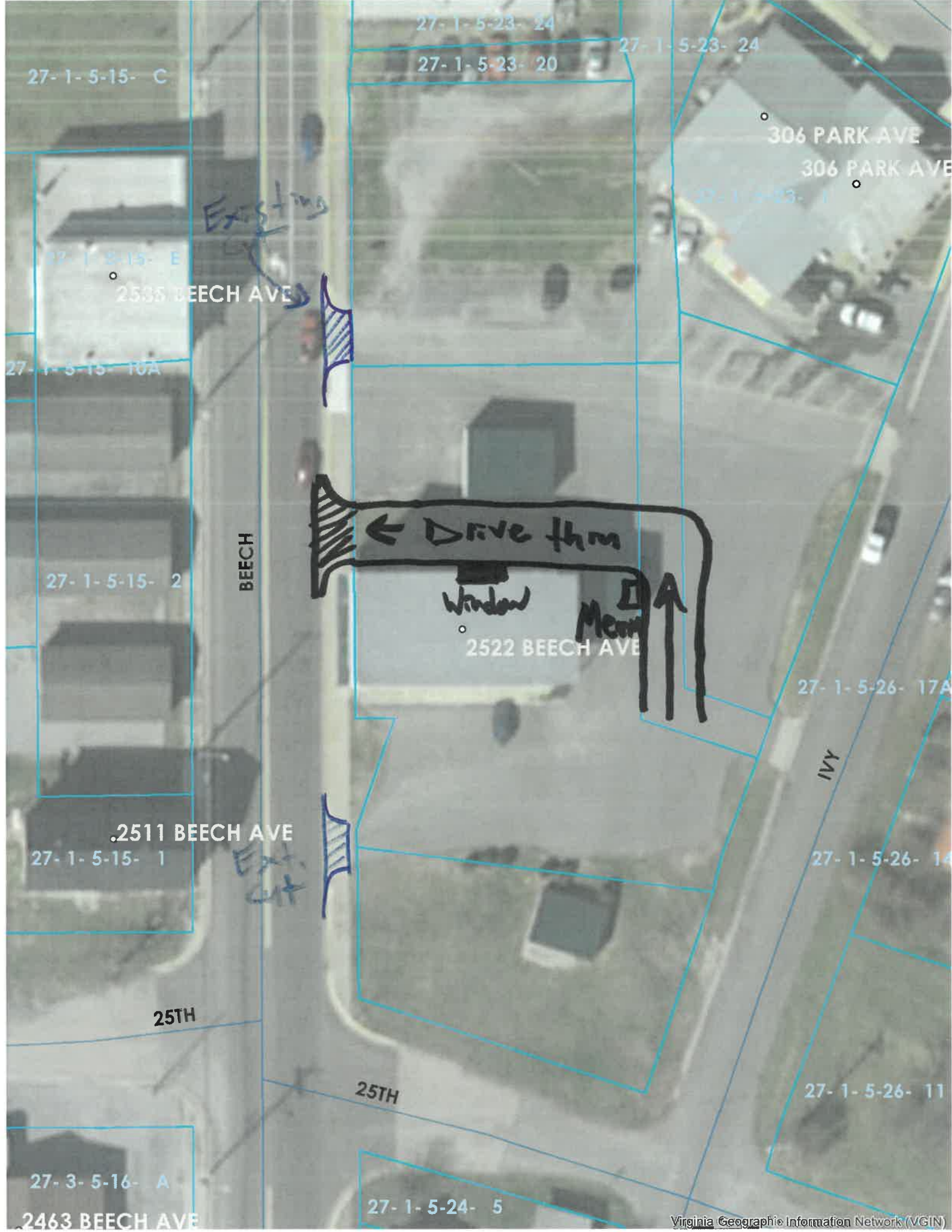
Part No: E035171
 Description: Replacement plastic top only

Project No: 417864-2
 Date: 2/10/2020
 Drawn By: JK









27-1-5-23-24

27-1-5-23-24

27-1-5-23-20

27-1-5-15-C

306 PARK AVE

306 PARK AVE

27-1-5-23-1

27-1-5-15-E

2535 BEECH AVE

Existing

27-1-5-15-10A

27-1-5-15-2

BEECH

← Drive thru

Window

Menu

2522 BEECH AVE

27-1-5-26-17A

IVY

2511 BEECH AVE

27-1-5-15-1

Ext. Cit

27-1-5-26-14

25TH

25TH

27-1-5-26-11

27-3-5-16-A

2463 BEECH AVE

27-1-5-24-5



PLANNING COMMISSION Staff Report

Zoning Text Amendment

615.03-4 Seminary Hill District – Building height and design

5/5/2022

Synopsis

Repeal prohibition on drive-through facilities in Seminary Hill District.

Overview

The Seminary Hill District prohibits drive-through facilities. This flat prohibition does not give flexibility for projects where a drive-through would not be detrimental to the character of the district. Staff propose repeal of this prohibition.

This text amendment is spurred by the proposed Subway restaurant at 2522 Beech Ave. It would feature a drive-through service window. Site sketch is included.

Text

615.03-4. Building height and design. New buildings must comply with appendix B of the Buena Vista Land Development Regulations. Additionally, in the mixed business district new buildings may not be taller than one story greater than the adjacent structures, with a maximum of 3 stories allowed. In the institutional district new buildings located to the east of Beech Avenue to the West side of Chestnut Avenue and to the North Side of Park and 25th Streets to the south side of 28th Street buildings may be not greater in height than six stories if the base of the building is located at the foot of the ridge and the height of the building does not exceed 1,000 feet above mean sea level (48 feet above the base elevation of Main Hall) without a conditional use permit granted by the city council. In no event shall any building or structure be built that would materially obstruct the view of Main Hall from the south looking northward. Buildings and structures built in the area lying to the south of 29th Street and to the east of Birch Avenue in the area designated as "the Dinky" also known as "Mineral Ridge" on the "Buena Vista Quadrangle" of the USGS topographic map may be no taller than three stories in height. New buildings should be designed to blend in with the character of the neighborhood. ~~Drive-through facilities are prohibited in this district.~~ No building, structure or facility will be built that will obstruct the view of Main Hall as viewed from the south. Building Design must conform to the Buena Vista building design standards.