



CITY OF BUENA VISTA PLANNING COMMISSION

AGENDA

8/11/2026 | 7:00 PM

Council Chambers – 2039 Sycamore Avenue

ADG #1: CALL TO ORDER

ADG #3: PUBLIC HEARING

1. Conditional Use Permit – 600 bl Magnolia Ave

ADG #3: PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

ADG #4: REVIEW AND ADOPTION OF MINUTES

ADG #5: OLD BUSINESS

1. Conditional Use Permit – 600 bl Magnolia Ave

ADG #6: NEW BUSINESS

1. None

ADG #7: REPORT OF SECRETARY

ADJOURNMENT

Members and Term Expirations

Dennis Hawes, Chairman, 7/31/2028

Lynette Johnson, 6/30/2026

Kathryn Janiczek, 8/31/2029

Marolyn Cash, 6/30/2028

Sarah Henson, 9/30/2027

Melvin Henson, 9/30/2027

Bryson Adams, 12/31/2028

Timothy Petrie, 12/31/2028

Krystal Onaitis, Ex Officio member

Staff

Tom Roberts, Director of Community Development

City Hall, 2039 Sycamore Avenue, Buena Vista VA 24416

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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.



CITY OF BUENA VISTA PLANNING COMMISSION

REGULAR MEETING MINUTES

6/9/2026 | 7:00 PM

Council Chambers – 2039 Sycamore Avenue

Members Present

Thomas Roberts, Staff Secretary

Dennis Hawes, Chair

Bryson Adams

Sarah Henson

Marolyn Cash

Melvin Henson

Kathy Janiczek

Lynette Johnson

Members Absent

Timothy Petrie

Wayne Handley, City Manager ex officio

CALL TO ORDER

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

REVIEW AND ADOPTION OF THE MINUTES

For minutes of 5/12/2026 meeting:

Corrections: None

Motion to approve: Mrs. Cash 1st, Mrs. Henson 2nd, all voted yes

Abstentions: none

For minutes of 6/9/2026 meeting:

Corrections: None

Motion to approve: Mrs. Cash 1st, Mrs. Johnson 2nd, all voted yes

Abstentions: Mr. Adams and Mrs. Henson

During this time Mr. Hawes asked if Public Works had done anything to clean out the drain pipe on Hazel Ave brought up with the rezoning of the 100 block of Hazel, and Mr. Roberts replied no, nothing had been done yet but he would follow up with them.

OLD BUSINESS

None

NEW BUSINESS

Conditional Use Permit – 600 bl Magnolia Ave

Mr. Hawes began by explaining that there was previously approved at this location a townhouse development, but it was abandoned because the infrastructure was too expensive. He then focused the conversation on the CUP for duplexes, and asked if Mr. Adams would like to speak to the project.

Mr. Adams began by noting that he will abstain from any votes on the project because he is the developer. Having reviewed the bylaws, he said he does not need to step down from the dais to speak to this. He then explained that the two duplexes were on the Woodland Ave side of the property, the existing shack would be torn down, and that they had acquired 6th Street between the alley and Woodland some time back so it is part of the project site. The CUP is for the duplexes and for the setback reduction. The duplexes need to be as close to the alley as possible because of the steep dropoff.

Mr. Henson asked if the alley was already 20' wide, and Mr. Roberts replied that the alley widening had been discussed and was shown on the subdivision plat several years ago, but that subdivision was never approved. Therefore the alley remains 15' wide. Mr. Henson also asked whether there was a turnaround at the end of the alley, and Mr. Adams replied no. Vehicles will either back out or turn around in one of the driveways. Mr. Adams no cars will be parked along the alley and that it would be two lanes so vehicles could pass each other. Mr. Henson brought up the location of a fire hydrant, and Mr. Roberts said he would confirm the nearest one. There was brief discussion of the new water line serving the site, which is an 8" line from across Magnolia Ave.

One of the members requested a "Dead End" sign to be posted at the entrance to the alley serving these homes.

Mrs. Henson motioned to approve the proposal as presented, Mrs. Janiczek seconded, all voted yes, and Bryson abstained. *[Note – this vote was out of order and not binding, because there has been no public hearing yet.]*

SECRETARY'S REPORT

Mr. Roberts updated the Board of Zoning Appeals approved the variance to allow a house at 322 E 17th St. He then stated that the streetscape component of the Community Development Block Grant is essentially complete, and the next step of that project is the wayfinding signage, which should be ordered and installed soon. He briefly explained that the wayfinding signage would be large signs on the entrance corridors directing drivers to key destinations such as downtown, SVU, MGCC, etc. As part of that project, he would be working to clean up some of the other signage in the corridors that is dilapidated or obsolete. The Commission pointed out that many of the street signs still need replacing. There was brief discussion of off-premise business

advertising signs, and Mr. Roberts explained that they are not allowed because it would quickly become unmanageable, cluttered, and unattractive if any business could erect billboards.

Finally, he explained that SVU was considering a project to paint the asphalt at the intersections of 27th St and Chestnut and Walnut with SVU logos/colors. This would reinforce campus identity and pride, and possibly increase safety because it would slow down drivers. He confirmed that he has been working with VDOT to ensure they are following guidelines. Mrs. Janiczek asked about whether there were crosswalks at Ridge Ave & Magnolia Ave because it is a dangerous corner with many pedestrians, and Mr. Roberts was not sure. She then noted that the streets around campus vary in width because of inconsistent curb and gutter.

Adjournment

7:45 PM

Approval by Chairman:

Signature

Date



STAFF REPORT

TYPE: Conditional Use Permit
PROJECT: 600 block Magnolia Ave – Two-family Dwellings with reduced front setback
DATE: 7/27/2026

SYNOPSIS

Applicant Bryson Adams proposes two (2) two-family dwellings located in the 600 block of Magnolia Ave, along with four single-family homes.

SITE INFORMATION

Address/Tax Map:	47-1-1-27-1, 47-1-E---A, 47-1-1-27-6 through 10, 600 block of Magnolia, addresses tentatively 604-644 Magnolia Ave
Zoning:	R3 Residential
Existing land use:	Vacant/undeveloped
Proposed land use:	Two-family dwellings and Single-family dwellings
Size:	Approximately 2 acres
Staff Recommendation:	Approve as presented

Overview

In 2025, the City approved development of 22 townhouses on this site. The developer subsequently determined that project was not feasible due to infrastructure costs and has scaled back the proposal to two (2) duplexes and four single-family homes, for a total of eight dwelling units on the site.

Approvals

- 1) Conditional Use Permit (CUP) for two-family dwellings in the R3 Residential Limited zone, and for reduced front setback for the duplexes. Planning Commission will hold its public hearing on August 11th 2026 and make recommendation, and City Council will hold its public hearing on September 3rd 2026 with a vote on September 17th.
- 2) Site Plan – Staff will review and approve. Full plan set included.
- 3) Flood Hazard Review – Staff have reviewed and approved, see note below.
- 4) Erosion & Sediment Control – ESC plan has been reviewed and approved by AMT (3rd party engineer) and Staff.

Analysis

1. Overall Layout
 - a. Four two-story single-family homes on individual lots will be arranged facing Magnolia Avenue, accessed from the existing alley at the rear. Two two-story duplex buildings will be positioned at the back of the site, on the east side (Woodland Ave) side of the alley but facing toward Magnolia Ave, also accessed from the alley.

- b.** Note that 6th Street between the alley and Woodland Ave was abandoned several years ago and combined with one of the project lots.
- c.** The existing abandoned house on the property will be demolished.
- d.** Footprints and dimensions of the houses and duplexes are shown on the plans, but exact floorplans and elevations are not complete.

2. Setbacks and Height

- a.** Single-family houses on Magnolia Ave meet all dimensional regulations.
- b.** The two-family dwellings on the rear of the site have a 10' front setback from the alley property line. The "front" is determined by the orientation of the building, even though this is the alley side of the lots, which technically face on Woodland Ave. A CUP for reduction of minimum front setback is requested. The two-family dwellings meet other dimensional regulations.
- c.** The lot lines shown reflect boundary adjustments of existing lots of record.

3. Vehicular Circulation and Parking

- a.** The existing platted alley is undeveloped through the site. Unlike the previous townhouse proposal, the alley will remain a public alley and not be abandoned.
- b.** Developer proposes widening the alley right-of-way (ROW) from 15' wide to 20' wide by dedicating 5' at the rear of the lots closest to Magnolia Avenue (adding 5' to the west side of the alley). This allows the travel way of the alley to be off-center (to the west) in relation to the existing platted alley, which is needed to fit the duplexes on the east side of the alley based on the topography.
- c.** The developer will grade and pave the alley, and it will be the primary means of access to the dwellings. Typically, alleys are not allowed to be the primary means of access for a dwelling because they are usually gravel, are not plowed, are narrow, and not suitable for emergency vehicles. However, this alley will be paved with asphalt wide enough for two vehicles to pass (~18'), and the multiple paved driveways provide opportunities for emergency vehicles to turn around.
- d.** The houses fronting on Magnolia Ave will not have driveways off Magnolia. They will have driveways off the alley, and each house will have a garage.
- e.** Each unit of the two-family dwellings will have two (2) parking spaces accessed from the alley. They will not have garages.
- f.** As discussed for the previous townhouse proposal, there will be no street parking on the east side of Magnolia Ave (the project's side) because it is the inside of the curve. There will be street parking on the west side of Magnolia Ave.

4. Pedestrian Circulation

- a.** Magnolia Ave has existing sidewalk which will serve the four houses.

- b.** A new five-foot wide sidewalk will be constructed in front of both two-family dwellings between the building and alley to provide pedestrian access.
- 5. Landscaping and Screening
 - a.** The land disturbance is limited as much as possible to retain trees, but many of the existing trees will be removed. Grass and new landscaping around the homes will be established.
- 6. Trash Collection
 - a.** Because the alley will remain public and will be paved, trash service will be to each driveway along the alley.
- 7. Water and Sewer
 - a.** Each dwelling unit will have separate public water meter and public sewer. A new water main will be extended down the alley from the main in 6th Street. The house and the duplex closest to 6th St will have gravity sewer, but the other houses and duplex will have individual grinder pumps. Gravity sewer was attempted but the topography of the site made it impossible.
 - b.** Because the water main will be located across several private lots due to topography, a maintenance easement will be recorded. The main will be City-owned.
- 8. Storm Water Management
 - a.** The project disturbs less than 1 acre so does not need a Stormwater Management Plan. It has an approved Erosion & Sediment Control plan.
- 9. Flood Hazard
 - a.** The northern edge of the site along Pedlar Gap Run is in the mapped A zone floodplain, but the mapping was poorly done and does not correspond well to true topography and elevations. Civil Consulting Group conducted extensive hydraulic and hydrologic modeling to determine where the 100-year floodplain should be. The City's Special Flood Hazard zone regulations allow staff use an engineer's hydrologic report instead of the FEMA mapped zones for the purposes to permitting development, which staff did. As shown on page C-19 of the plans, the corner of one house and the corner of one duplex encroach on the mapped Zone A floodplain.

Recommendation

Staff recommend approval as presented. This design is carefully executed and will provide attractive new housing using new and existing infrastructure in an efficient and sustainable manner.

THIS SHEET IS FOR DIMENSIONAL LAYOUT ONLY.



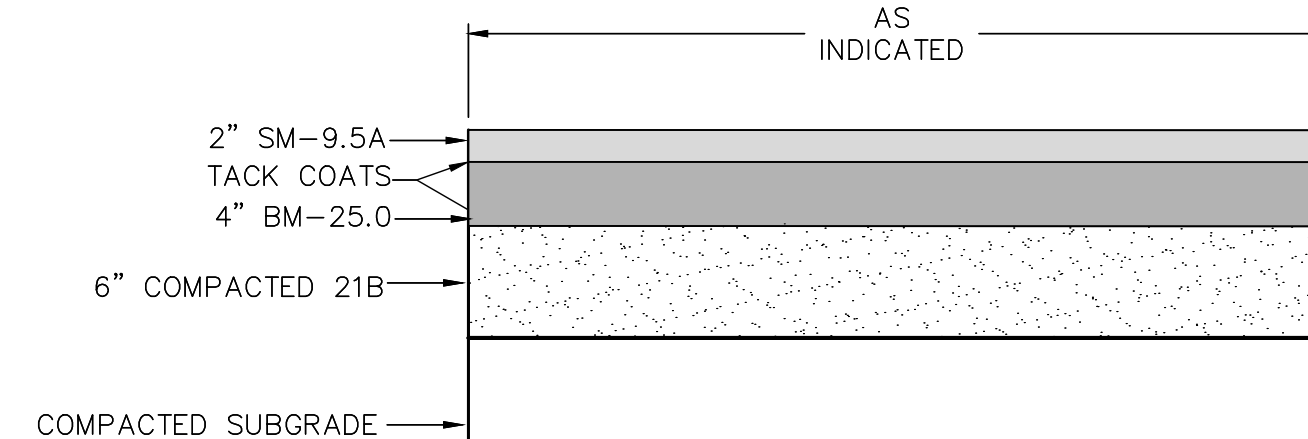
6th STREET

MAGNOLIA AVENUE
US ROUTE 501 VARIABLE WIDTH R/W

NORTH

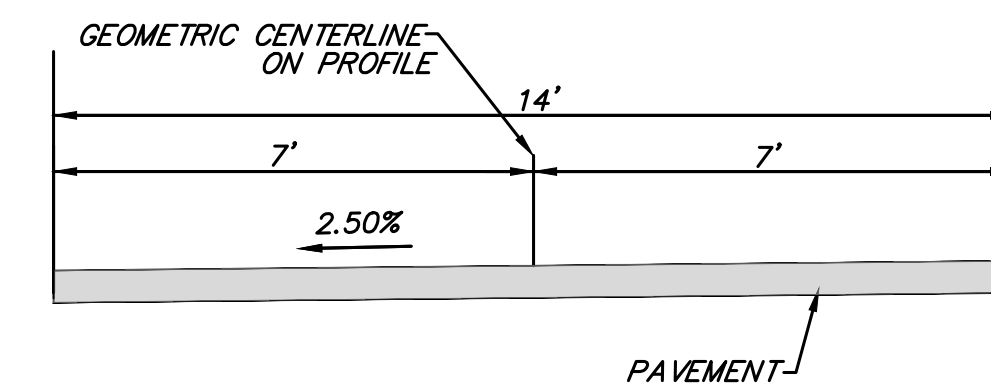
DIMENSIONAL PLAN NOTES

- [01] 4' LONG (MINIMUM) CONCRETE PADS AT END OF STEPS.
- [02] COORDINATE UTILITY POLE RELOCATION WITH UTILITY PROVIDER.
- [03] SEVERAL LOT LINES APPEAR PARALLEL BUT ARE NOT. SEE PLAT FOR ACTUAL DIMENSIONS.
- [04] NEW BOLLARD BESIDE UTILITY POLE.

ALLEY TRAVELWAY AND PARKING SPACES
TYPICAL PAVEMENT SECTION
NO SCALE

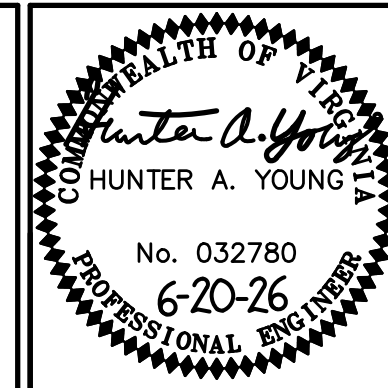
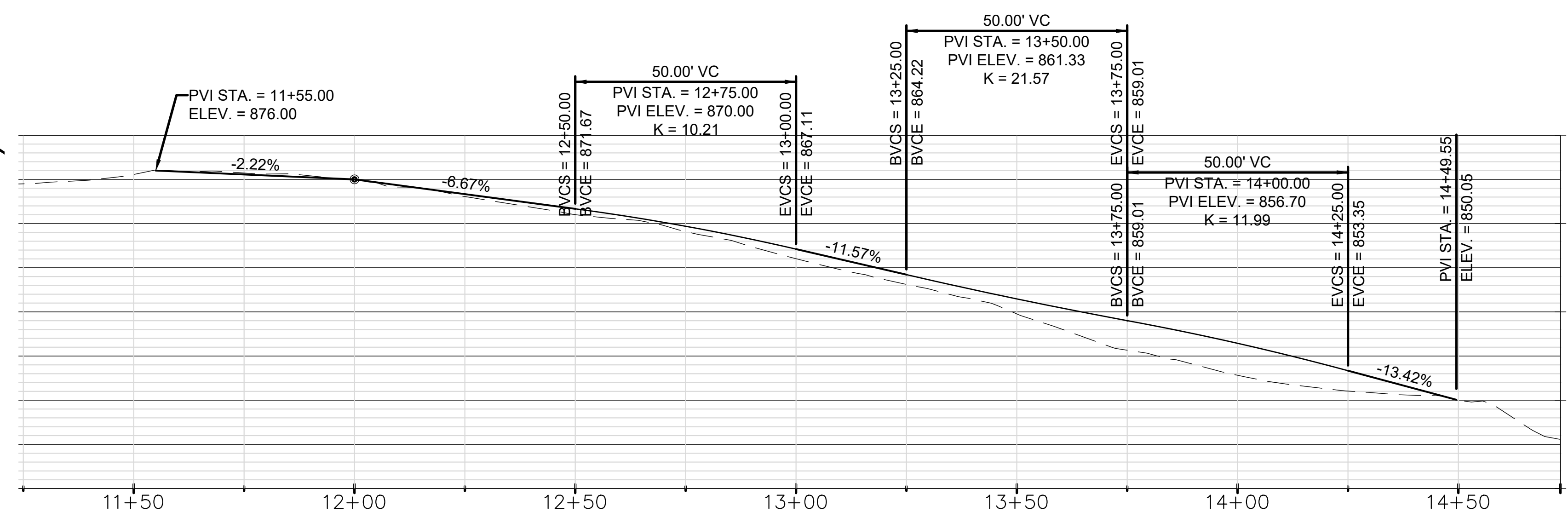
NOTES:

- CONTRACTOR SHALL SAWCUT ALL EXISTING PAVEMENT EDGES WHERE REMOVAL IS REQUIRED.
- DAMAGED CURB AND GUTTER SHALL BE REMOVED AND REPLACED TO NEAREST UNDAMAGED JOINT.
- CONTRACTOR SHALL CLEAN THE EDGES OF EXISTING PAVEMENTS THAT ARE TO BE ADJACENT TO NEW PAVEMENT TO PERMIT ADHESION OF ASPHALT.
- APPLY TACK COATS BETWEEN ASPHALT COURSES AND AT EDGES WHERE NEW ASPHALT ABUTS EXISTING ASPHALT.

TYPICAL ALLEY TRAVELWAY SECTION
NO SCALE

NOTES:

- CROSS SLOPE WILL VARY FROM TYPICAL SECTION DUE TO PARKING AND DRIVEWAY ENTRANCES, ALONG WITH OTHER FACTORS. UTILIZE ALLEY CENTERLINE DRAWING FOR CENTERLINE ELEVATIONS AND ADJUST CROSS SLOPE ACCORDING TO GRADING PLAN.



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Issued
JUNE 20, 2026
Designed
HAY
Drawn
HAY

Date
6-20-26

Revisions	1	2	3	4	5
REVISION	REVISE GRAVITY SEWER TO 6TH STREET AND INCREASE NUMBER OF PRIVATE PUMP STATIONS				

MAGNOLIA AVENUE
SINGLE-FAMILY & DUPLEXES
SINGLE FAMILY AND DUPLEX
DIMENSIONAL LAYOUT PLAN
BUENA VISTA, VIRGINIA

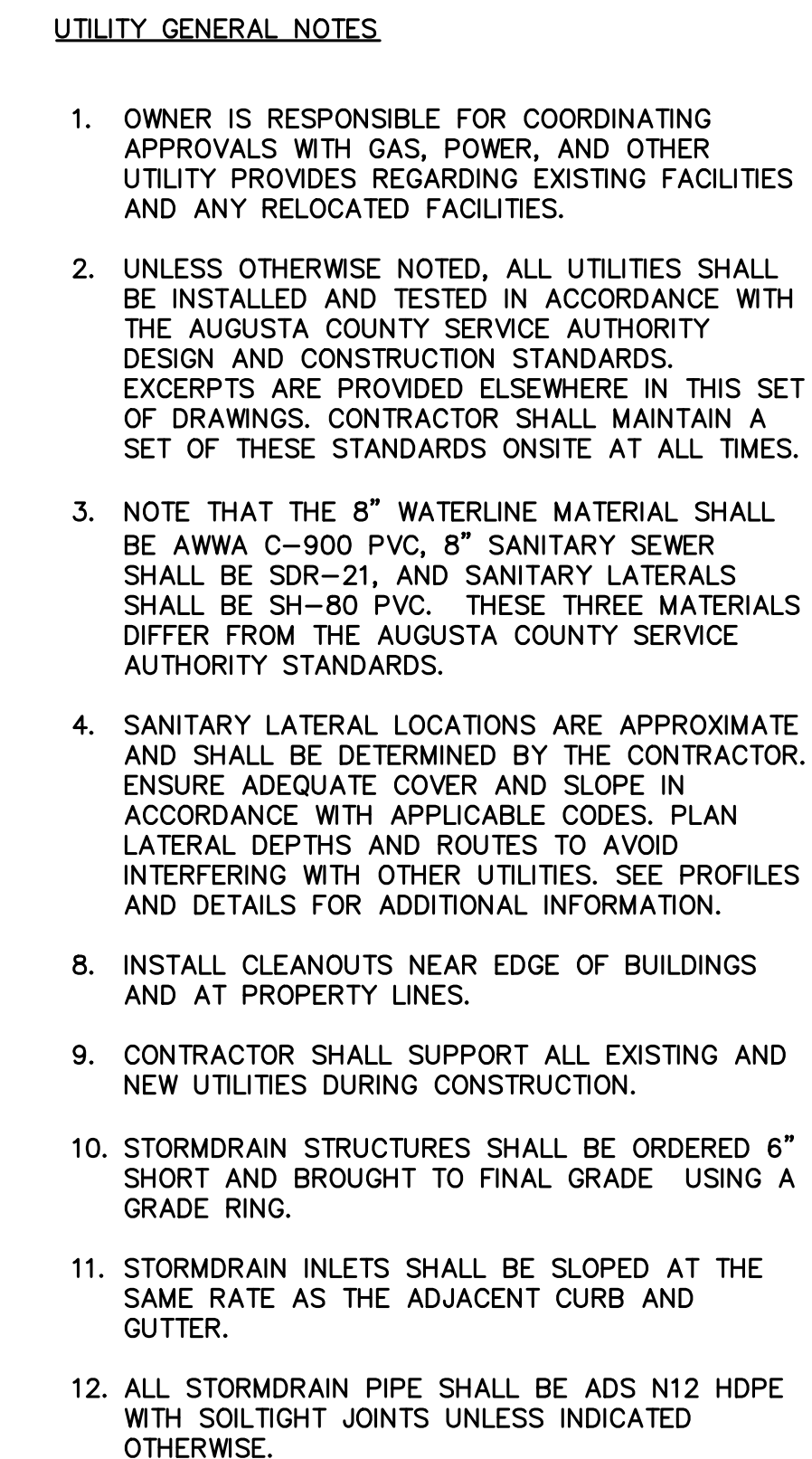
Horizontal Scale
AS SHOWN

Vertical Scale
AS SHOWN

Commission Number
1233A

Sheet Number

C-04



UTILITY NOTES

[01] GRAVITY SANITARY SEWER IS NOT BE POSSIBLE FOR THREE SINGLE FAMILY UNITS AND ONE DUPLEX BUILDING (2 UNITS). PUMPING IS REQUIRED. THIS WILL BE DESIGNED BY OTHERS AS PART OF THE HOUSE PLANS. SITE CONTRACTOR SHALL STUB-OUT CONNECTIONS TO MANHOLE. DO NOT CREATE LOCALIZED HIGH-POINTS IN FORCEMAINS UNLESS AIR RELEASE VALVES ARE UTILIZED.

[02] REPLACE EXISTING SD--YY WITH NEW DOGHOUSE MANHOLE. SEE PROFILE. CREATE LOCALIZED DEPRESSION OF APPROXIMATELY 2' AND DIRECT UPSTREAM WATER INTO IT TO ENSURE IT IS INTERCEPTED.

[03] CONFIRM LOCATION AND DEPTH OF EXISTING GAS LINE AT ALL NEW UTILITY CROSSINGS AND AT LEAST EVERY 20' ALONG ITS LENGTH WITHIN THE LIMITS OF CONSTRUCTION. CONFIRM THAT GAS LINE WILL NOT INTERFERE WITH SANITARY LATERALS OR OTHER ELEMENTS.

[04] TWO LATERALS FROM DUPLEXES TO PUMP STATION HAVE NOT BEEN PROFILED.

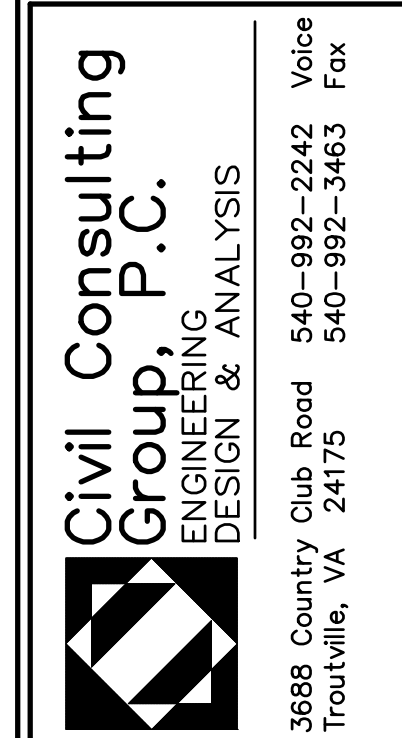
[05] CONNECT TO EXISTING 8" WATERLINE STUBBED OUT BY CITY IN 2025.

[06] AFTER CONFIRMING THAT NO FUNCTIONING SERVICES WILL BE AFFECTED, CAP END OF REMAINING WATERLINE AFTER REMOVING EXISTING SECTION UNDER NEW SIDEWALK AND PAVEMENT.

[07] NOTE CLOSE PROXIMITY OF UTILITIES TO DUPLEX. COORDINATE WITH OWNER AND PROVIDES.

[08] COORDINATE UTILITY POLE RELOCATION.

[09] FOUR FORCEMAINS FROM PRIVATE PUMP STATIONS TO GRAVITY MANHOLE. COORDINATE SIZES WITH STATION SUPPLIER AND BUILDING OFFICIAL.



Issued JUNE 20, 2026	
Designed Drawn	HAY HAY
Revisions	Date
REVISE GRAVITY SEWER TO 6TH STREET AND INCREASE NUMBER OF PRIVATE PUMP STATIONS	6-20-26

Horizontal Scale
AS SHOWN

Vertical Scale
AS SHOWN

Commission Number
1233A

Sheet Number
C-06