

Annual Report of the Planning Commission

City of Waynesboro, Virginia

September 1, 1998

Through

August 31, 1999

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**Waynesboro Planning Commission
Members & Terms of Office
1998-1999**

C. Webber Payne	10/31/97 - 08/31/99
Jack E. Plummer	09/01/96 - 08/31/00
Harold B. Stepp	06/13/94 - 08/31/01
William C. Moulton	09/01/96 - 08/31/01
Randolph W. McGann, Jr.	09/01/97 - 08/31/02
Portia Bass	09/01/98 - 08/31/03
Lemuel E. Irvin (Council Liaison)	07/01/98 - 08/31/00

Planning Department Staff

Joseph B. Yount III, City Attorney/Director of Planning
D. James Shaw II, City Planner
Kay C. Roetto, Administrative Secretary
Charles F. Downs, A.D.A. Coordinator

**Waynesboro Planning Commission
Meeting Dates
September 1, 1998 - August 31, 1999**

September 22, 1998

October 7, 1998

October 20, 1998

November 9, 1998 *

November 17, 1998

December 14, 1998

January 19, 1999

March 16, 1999

April 20, 1999

May 18, 1999

June 22, 1999

July 26, 1999

August 17, 1999

* Joint Work Session with City Council

INTRODUCTION

Established by the City Council, the Waynesboro Planning Commission is responsible for forwarding planning activities which will best promote the health, safety, morals, order, convenience, prosperity, and general welfare of the city's inhabitants.

Section 6 of the City Charter, Article X Chapter 2 of the City Code, and Section 15.2, Article 3 of the Code of Virginia set forth the ways in which Planning Commissions shall function as the official body planning for the future growth and development of a locality. Planning Commissions must have between five and fifteen members appointed by the governing body. There are seven members of the Waynesboro Planning Commission, one of whom is a member of the Council.

The responsibilities of the Waynesboro Planning Commission include (1) preparing a Comprehensive Plan and Amendments to the Plan, subject to approval by the City Council; (2) advising City Council on proposed zoning ordinances and amendments; (3) advising City Council on proposed subdivisions; (4) considering and advising City Council on other items relating to the development of the City; and (5) submitting an annual report to the City Council.

This annual report provides information from September 1, 1998 through August 31, 1999. During this year, the Commission reviewed 20 requests for conditional use permits, 3 rezoning requests, and 4 amendments to the zoning ordinance.

All current members of the Commission have completed or are enrolled in the Virginia Certified Planning Commissioners Program to receive further training in pursuing their planning responsibilities to the City.

The Waynesboro Planning Commission held 13 meetings during the year (including a joint work session with Council) resulting in 27 recommendations to the City Council. These activities are listed by type on the following pages.

In addition, the Planning Commission supports and encourages the work of the Planning Department staff, which provides administrative support to the Commission although reporting as a department of local government to the City Manager.

The constructive, harmonious, but always innovative and citizen-oriented interaction of the Planning Commission with the City Council, City Manager, and directly with the Planning Office has produced an atmosphere in which the citizen feels welcome to participate, the Commissioners are encouraged to exercise sound judgment and advance creative ideas, and staff feels supported in advancing sound planning concepts. All of this, we are convinced, continues to provide Waynesboro with protection for its constituencies and vision for its future.

CONDITIONAL USE PERMIT APPLICATIONS 1998-99

1. Waynesboro Redevelopment and Housing Authority: A c.u.p. request to allow expansion of their offices at 1700 New Hope Road, a non-conforming use in an RB-2 zoning district. The Commission recommended approval on September 22, and Council approved on October 13, 1998. (App #C-98-8, Ordinance 1998-47)
2. Blue Ridge Church of Christ: A c.u.p. request to allow church offices in an RB-2 zone at 348 S. Laurel Avenue. The Commission recommended approval on September 22, 1998, and Council approved on October 13, 1998. (App #C-98-9, Ordinance 1998-48)
3. City of Waynesboro: A c.u.p. request to allow grading and construction for a pump station in the floodplain on N. Winchester Avenue off North Delphine Avenue. The Commission recommended approval on September 22, and Council approved on October 13, 1998. (App #C-98-10, Ordinance 1998-49)
4. City of Waynesboro Parks and Recreation Department: A c.u.p. request to allow development of an athletic field complex in the floodplain in Basic Park on Genicom Drive. The Commission recommended approval on October 20, and Council approved on November 9, 1998. (App #C-98-11, Ordinance 1998-52)
5. Marquee Cinemas: A c.u.p. request to allow reduction in the required number of offstreet parking spaces from 686 to 396 shared spaces to accommodate a theater complex at 2713 West Main Street. The Commission recommended approval on October 20, and Council approved on November 9, 1998. (App #C-98-12, Ordinance 1998-53)
6. City of Waynesboro: A c.u.p. request to allow grading and landscaping in the floodplain on West Main Street in the area surrounding the pavilion at Constitution Park. The Commission recommended approval on October 20, and Council approved on November 9, 1998. (App #C-98-15, Ordinance 1998-54)
7. Century Construction: A c.u.p. request to allow expansion/development in the floodplain at 345 Arch Avenue (for a bank at Krogers). The Commission recommended approval on November 17, and Council approved on December 14, 1998. (App #C-98-17, Ordinance 1998-57)
8. Augusta County Weekday Religious Education: A c.u.p. request to allow placement of a mobile classroom in a C-2 zoning district at 1750 Rosser Avenue. The Commission recommended approval on November 17, and Council approved on December 14, 1998. (App #C-98-18, Ordinance 1998-58)
9. Kenneth Edwards: A c.u.p. request to allow construction in the floodplain of a storage building at 1400 Hopeman Parkway. The Commission recommended approval on November 17, and Council approved December 14, 1998. (App #C-98-20, Ordinance 1998-59)

10. Lynwood Lowry, Jr.: A request for c.u.p. to allow expansion of a residential use in the floodplain at 536 Arch Avenue. The Commission recommended approval on December 14, 1998, and Council approved January 11, 1999. (App #C-98-21, Ordinance 1999-1)
11. ARC of Augusta: A request for c.u.p. to allow construction and operation of a group residence in a C-2 General Business District on unnumbered lot on North Delphine Avenue. The Commission recommended approval on March 16, and Council approved on April 12, 1999. (App #C-99-1, Ordinance 1999-7)
12. Crown Communication: A request for a c.u.p. to allow construction and placement of a telecommunications tower on Industry Road. The Commission recommended approval on April 20, and Council approved on May 10, 1999. (App #C-99-2, Ordinance 1999-14)
13. Crown Communication: A request for a c.u.p. to allow construction and placement of a telecommunications tower in the floodplain on Industry Road. The Commission recommended approval on April 20, and Council approved on May 10, 1999. (App #C-99-3, Ordinance 1998-15)
14. Lila Brooks: A request for a c.u.p. to allow placement of a manufactured home at 1081 Albemarle Avenue. The Commission recommended approval on May 18, and Council approved June 14, 1999. (App #C-99-5, Ordinance 1999-21)
15. Violet Borman: A request for a c.u.p. to allow a home occupation (hair salon) at 404 Lombardy Circle. The Commission recommended approval on June 22, and Council approved July 12, 1999. (App #C-99-6, Ordinance 1999-26)
16. George Cromer: A request for a c.u.p. to allow a home occupation (barber shop) at 536 South Linden Avenue. The Commission recommended approval on July 26, and Council approved on August 9, 1999. (App #C-99-3, Ordinance 1999-35)
17. Jesus and Patricia Gonzales Martinez: Request for a c.u.p. to allow placement of a manufactured home on an individual lot at 1638 A Street. The Commission recommended approval on July 26, and Council approved on August 9, 1999. (App #C-99-9, Ordinance 1999-36)
18. Jesus and Patricia Gonzales Martinez: Request for a c.u.p. to allow placement of a manufactured home in the floodplain at 1638 A Street. The Commission recommended approval on July 26, and Council approved on August 9, 1999. (App #C-99-10, Ordinance 1999-37)
19. Tomas Scotto-Lavina: Request for a c.u.p. to allow expansion of an existing non-conforming residential use in a C-2 General Business District at 1435 West Main Street. Commission recommended approval on July 26, 1999, and Council approved on August 9, 1999. (App #C-99-12, Ordinance 1999-34.)

20. **Crown Communication:** A request for a c.u.p. to allow placement of a telecommunications tower at Overnite Transportation site at 1451 South Delphine Avenue. The Commission recommended approval on August 17. Council will consider the request at their meeting of September 13, 1999. (App #C-99-7)

PRELIMINARY SUBDIVISION PLATS 1998-99

None

REZONING APPLICATIONS 1998-99

1. **Joseph K. and Kathy L. Ellinger:** A request to rezone lots at 1407 West Broad Street from RA-3 Single Family District to C-1 Local Business District to allow for the operation of a beauty shop. The Commission recommended denial on January 19, 1999; however, Council subsequently approved the request on February 8, 1999. (App #R-99-1, Ordinance #1999-4)
2. **City of Waynesboro:** A request to rezone certain Tree Street properties to new zoning classifications, namely, RA-4 Tree Street Dwelling District, RB-4 Tree Street Multiple Dwelling District, and C-4 Summit Square Professional and Service District, as well as certain existing RB-2 Multiple Dwelling Districts to RA-3 Single Family District. The Commission recommended approval on March 16, 1999, and Council approved on April 12, 1999. (Ordinance #1999-9)
3. **Michael R. Ross, agent for Mercer Co., Inc.:** Request to rezone Lots 5, 6, 7 and 8, Block 21, West Waynesboro Land Co., located at 317 South Linden Avenue from RB-2 Multiple Dwelling District to C-4 Summit Square Professional District. (This property should have been included in previous Tree Street rezoning.) The Commission recommended approval on July 26 and Council approved on August 9, 1999 (App. #R-99-5, Ordinance #1999-33)

ZONING ORDINANCE AMENDMENTS 1998-99

1. September 22, 1998 - The Commission recommended revision to Section 98-462 of the Zoning Ordinance to require site plan approval prior to reconfiguring or restriping parking lots open to the public. Council approved on October 13, 1998. (Ordinance #1998-50)
2. October 7, 1998 – The Commission recommended revision to Chapter 98 to add new section 98-190 (section number subsequently changed to 98-195) providing general restrictions for the residential zoning districts of the city. Council approved on October 13, 1998. (Ordinance #1998-51)
3. November 17, 1998 – The Commission recommended revision to Section 98-463 regarding parking for handicapped to bring it in conformity with State Code Provisions. Council approved on December 14, 1998. (Ordinance # 1998-56)
4. March 1999 – The Commission recommended amending Chapter 98 to provide for three new zoning classifications with the Tree Street Neighborhood, namely RA-4, RB-4 and C-4. Council approved on April 12, 1999. (Ordinance #1999-8) (See concurrent rezoning request #R-99-4.)

**ACHIEVEMENTS 1998-99
AND
GOALS 1999-2000**

PLANNING COMMISSION ACHIEVEMENTS 1998-99

PLANNING REVIEW

The Planning Commission processed rezoning and conditional use requests in an orderly, carefully-considered manner with maximum attention to citizens' concerns as balanced with overall planning needs. Every effort was made by Commission and staff to keep the public notified of actions being considered and ascertain maximum public input.

CONTROL OF IN-FILL RESIDENTIAL DEVELOPMENT

The Planning Commission endorsed city-wide requirements for all residential districts, subsequently adopted by Council, establishing controls on public street frontage, principal orientation, street-oriented entrances, compatibility of conditional uses, consistency in scale, uniform setback, and rear parking. This significant change addressed many of the more egregious development problems that Tree Street residents had complained about in that district and laid a basis for more specific rezoning for that area while likewise protecting the City as a whole.

HANDICAPPED PARKING

The Planning Commission and staff worked with the Americans With Disabilities Act Coordinator and the Department of Building and Inspections to insure that the code was updated to bring handicapped parking requirements into compliance with the letter and spirit of state and federal laws and regulations.

TREE STREET REZONING

Passage of the Tree Street rezoning ordinances, in which the Planning Commission and staff played a major supportive role, served to protect one of the City's major residential areas from further development excesses and likewise saw the creation of a strong citizen-led community spirit among the area's residents which augurs well for future efforts to protect the historical character of the area and work for its improvement in other ways that may be deemed advisable in the future.

[Attached as Appendix Two is a feature article entitled "*Hospitality in the Valley – Rezoning Waynesboro's 'Tree Street' Neighborhood*," from the June 1999 issue of Virginia Town & City, prepared by Tree Street resident Tom Elliott, a city building inspector. This article received widespread favorable response from across the State.]

GREENWAY/DOWNTOWN DEVELOPMENT

These superficially disparate efforts were demonstrated to be uniquely conjoined in an overall planning context through the City's successful efforts to obtain the \$100,000 TEA-21 grant for Waynesboro Access and Improvement. Planning staff worked closely with the Department of Parks and Recreation and Downtown stakeholders in these efforts, and the City Planner is the Grant Administrator.

SITE PLAN REVIEW PROCEDURE

The Planning Department, Zoning Administrator, Public Works, and Engineering Department have successfully established a site plan review schedule and procedure designed to provide developers with an efficient, one-stop initial survey of proposed developments and subdivisions, bringing together around the table representatives from the applicant, engineering, inspections, zoning, public works, and planning. Planning coordinates these meetings.

SAFEGUARDING THE FLOODPLAIN

In staff contacts with applicants and throughout review by the Planning Commission, careful attention was paid to insure that any development in the floodplain conformed not only to applicable state and federal law but to the spirit of the Comprehensive Plan as well. Throughout the year the line was held to prevent any additional multi-family development in the floodplain. This has been a major advance on previous practice and directly reflects the vigorous recommendations of the Comprehensive Plan.

STRICT TOWER ORDINANCE ADMINISTRATION

The rapid expansion of telecommunications towers in Virginia found Waynesboro besieged by its initial applications under the new telecommunications towers ordinance. Absent this ordinance, the City would have been relatively defenseless against an unsightly proliferation of such towers across the local viewshed. The ordinance incorporated such controls as the City could legally administer and all applicants have been strictly held to those standards. The Planning Commission has vigilantly supported consistency and adherence to the code in processing these applications.

COMPREHENSIVE PLAN IMPLEMENTATION

Throughout the year the Planning Commission has encouraged multi-faceted efforts to implement the recommendations contained in the 1998 Comprehensive Plan. Even in the case of the most routine applications, staff reports are prepared to address in detail the request's potential conformity with the Plan strategies and goals. Major problems to which the Plan urged immediate attention have been addressed by Council and the City Manager in such long-needed initiatives as the stormwater management study and the establishment of a fulltime economic development office to push for appropriate expansion of the City's industrial and commercial base. Perhaps the most significant implementation of Comprehensive Plan goals insofar as residential development is concerned was the adoption of city-wide controls under Ordinance No. 1998-51. This addressed many of the problems inherent in the current zoning ordinance, although many creative concepts set forth in the Plan such as overlay districts and increased conservation and environmental protection remain to be considered for incorporation into the ordinance.

PLANNING COMMISSION GOALS 1999-2000

CERTIFICATION

The Planning Commission will continue to urge all appointees to complete the state certification program for planning commissioners. This program is sponsored by the Virginia Chapter of the American Planning Association, the Virginia Citizens Planning Association, and the Virginia Cooperative Extension at Virginia Tech. The Commission continues to urge City Council to ascertain the willingness of potential candidates for appointment to the Commission to enroll in the certification program.

CITIZEN CONCERNS

The citizen will remain foremost in the Commission's modus operandi. Public notice of all meetings will exceed the legal requirement when deemed necessary, and the meetings will be conducted in such a manner as to make every citizen feel welcome, at ease, and free to express his or her opinions. While the overall betterment of the City of Waynesboro remains paramount in every Commission decision, citizen input will be diligently factored into arriving at every such decision.

COMPREHENSIVE PLAN

The Comprehensive Plan will remain a guide in Commission decisions as staff proceeds with further recommendations for zoning ordinance and map revisions to bring the code into closer conformity with the strategies and goals of the Plan.

COOPERATION

The Commission stands ready to accept any referrals it may receive from City Council or to work cooperatively with other agencies of city government to protect the quality of life, promote the economic viability, and preserve the environmental and historical assets of Waynesboro through responsible attention to public planning.

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APPENDIX ONE

TABLES

**Applications for Conditional Use Permits
September 1, 1998 to August 31, 1999**

Commission Review Date	Ordinance #	Applicant(s)	Location	Request	Commission Recommendation	Council Action
9/22/98	1998-47	Waynesboro Redevelopment & Housing Authority	1700 New Hope Rd.	Expand non-conforming use (office) in RB-2 District	Approval	Approved
9/22/98	1998-48	Blue Ridge Church of Christ	348 S. Laurel Ave.	Church office in residential (RB-2) district	Approval	Approved
9/22/98	1998-49	City of Waynesboro	N. Winchester Ave. (off Delphine)	Grading & construction in floodplain for pump station	Approval	Approved
10/20/98	1998-52	City of Waynesboro Parks & Rec. Dept.	Basic Park on Genicom Dr.	Grading and construction in floodplain for athletic field complex	Approval	Approval
10/20/98	1998-53	Marquee Cinemas	2713 West Main St.	Reduction in required number of parking spaces	Approval	Approved
10/20/98	1998-54	City of Waynesboro	Constitution Park, West Main St.	Grading/land-scaping in floodplain	Approval	Approved

Commission Review Date	Ordinance #	Applicant(s)	Location	Request	Commission Recommendation	Council Action
<i>11/17/98</i>	<i>1998-57</i>	<i>Century Construction (for Crestar Bank)</i>	<i>345 Arch Ave.</i>	<i>Development, expansion in floodplain</i>	<i>Approval</i>	<i>Approved</i>
<i>11/17/98</i>	<i>1998-58</i>	<i>Weekday Religious Education (Augusta Co.)</i>	<i>1750 Rosser Ave.</i>	<i>Mobile class-room in C-2 district</i>	<i>Approval</i>	<i>Approved</i>
<i>11/17/98</i>	<i>1998-59</i>	<i>Kenneth Edwards</i>	<i>1400 Hopeman Pkwy.</i>	<i>Construction in floodplain (storage bldg.)</i>	<i>Approval</i>	<i>Approved</i>
<i>12/14/98</i>	<i>1999-1</i>	<i>Lynwood Lowry, Jr.</i>	<i>536 Arch Ave.</i>	<i>Expansion of residential use in floodplain</i>	<i>Approval</i>	<i>Approved</i>
<i>3/16/99</i>	<i>1999-7</i>	<i>ARC of Augusta</i>	<i>Unnumbered lot on N. Delphine Ave.</i>	<i>Group residence in C-2 district</i>	<i>Approval</i>	<i>Approved</i>
<i>4/20/99</i>	<i>1999-14</i>	<i>Crown Communication</i>	<i>Industry Road</i>	<i>Construction and location of a telecommuni-cations tower</i>	<i>Approval</i>	<i>Approved</i>
<i>4/20/99</i>	<i>1999-15</i>	<i>Crown Communication</i>	<i>Industry Road</i>	<i>Construction & placement of telecommuni-cations tower in floodplain</i>	<i>Approval</i>	<i>Approved</i>
<i>5/18/99</i>	<i>1999-21</i>	<i>Lila Brooks</i>	<i>1081 Albemarle Ave.</i>	<i>Manufactured home on individual lot</i>	<i>Approval</i>	<i>Approved</i>

Commission Review Date	Ordinance #	Applicant(s)	Location	Request	Commission Recommendation	Council Action
6/22/89	1999-26	Violet Borman	404 Lombardy Circle	Home occupation (beauty shop)	Approval	Approved
7/26/99	1999-35	George Cromer	536 South Linden Ave.	Home occupation (barber shop)	Approval	Approved
7/26/99	1999-36	Jesus & Patricia Martinez	1638 A Street	Manufactured home on individual lot	Approval	Approved
7/26/99	1999-37	Jesus & Patricia Martinez	1638 A Street	Manufactured home in the floodplain	Approval	Approved
7/26/99	1999-34	Tomas Scotto-Lavina	1435 West Main St.	Expansion of non-conforming residential use in C-2 district	Approval	Approved
8/17/99	No number assigned yet	Crown Communication	1451 S. Delphine Ave. (Overnite Transportation)	Telecommuni-cations tower	Approval	Still pending

**Applications for Rezoning
September 1, 1997 - August 31, 1998**

Commission Review Date	Ordinance #	Applicant(s)	Location	Request	Commission Recommendation	Council Action
<i>1/19/99</i>	<i>1999-4</i>	<i>Joseph K. and Kathy L. Ellinger</i>	<i>1407 West Broad Street</i>	<i>RA-3 Single Family to C-1 Local Business</i>	<i>Denial</i>	<i>Approval</i>
<i>3/16/99</i>	<i>1999-9</i>	<i>City of Waynesboro</i>	<i>Tree Street Neighborhood</i>	<i>Rezone to new Tree Street Zoning Classifications; RA-4, RB-4 & C-4</i>	<i>Approval</i>	<i>Approval</i>
<i>7/26/99</i>	<i>1999-33</i>	<i>Michael R. Ross, agent for Mercer Co., Inc</i>	<i>317 South Linden Avenue</i>	<i>RB-2 Multiple Dwelling District to C-4 Summit Square Professional District</i>	<i>Approval</i>	<i>Approval</i>