

The Planning Commission of the City of Waynesboro, Virginia, held a regular meeting on the 18<sup>th</sup> day of July, 2017, at 7:00 P.M., in Council Chambers, Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia:

PRESENT:                    Commission Members                    Constance Paradiso, Chair  
   Stephen Arey, Vice Chair  
   Shannon Boyle  
   Patrick McNicholas  
   Miguel Eusse  
   Andrew Kelly

Absent:    Elzena Anderson, Council Liaison (excused)

City Planner &  
Clerk of the Commission:                    Luke Juday  
   Sunny (Weixuan) Yang

1.        CALL TO ORDER: Meeting was called to order by Chair Paradiso who asked Mr. Eusse to lead the pledge of allegiance to the flag.
2.        REVIEW AND APPROVAL OF MINUTES: Minutes of regular meeting held June 20, 2017, were approved with a 6-0 vote (moved by Mr. Arey, seconded by Ms. Boyle).
3.        CITIZEN COMMENTS NOT SUBJECT TO A PUBLIC HEARING: None.
4.        A PUBLIC HEARING THE SUBDIVISION ORDINANCE REVISION: Mr. Juday gave a presentation on the Subdivision Ordinance revision. He introduced the basic concepts of a Subdivision Ordinance and the reasons why the current ordinance requires a revision. He then explained each listed change in detail and recommended approval of the Subdivision Ordinance revision.

Mr. McNicholas asked whether sidewalks are required on both sides of the streets and if the multi-use path is required on only one side. Mr. Juday stated that originally the ordinance requires sidewalk on one side of the local streets and it was revised to both sides based on the Planning Commission's request at the work session. The multi-use path option was also discussed at the work session with the hope to expand the greenway system when the developments come in.

Mr. McNicholas questioned the application of the lot size for public utilities, for lots within 200 feet of any public utilities or just for all. Mr. Juday stated that it applies to all lots. Mr. McNicholas asked how would a grinder system fit in that requirement. Mr. Juday stated that a grinder system would require a waiver from the Subdivision Ordinance.

Mr. Kelly asked about VDOT regulations on residential roads. Mr. Juday stated that VDOT has different regulations based on the type of road. The narrowest for local streets is between 24 and 28. Mr. Arey added that there are some things you can do on the narrower streets including no street parking or parking on one side of the street. He also suggested that sidewalks should be on both sides of the street.

Ms. Paradiso opened the public hearing for the Subdivision Ordinance revision. With no public comments, the public hearing was closed.

Mr. Arey made a motion, seconded by Mr. Kelly, to recommend approval to the City Council to adopt the proposed Subdivision Ordinance. The motion passed 6-0, as follows:

*BE IT RESOLVED by the Waynesboro Planning Commission, by a 6-0 vote, that a recommendation be forwarded to the City Council that the revised Chapter 74, Subdivision Ordinance, be approved as presented and as attached hereto.*

5. A PUBLIC HEARING ON A PRELIMINARY SUBDIVISION PLAT REQUEST BY ROUDABUSH, GALE & ASSOCIATES, INC., APPLICANT, FOR CLABROOK ASSOCIATES LLC, OWNER, TO AMEND AN APPROVED CLAYBROOK PRELIMINARY SUBDIVISION PLAT (APPROVED ON FEBRUARY 23, 2004) FOR A 67-LOT RESIDENTIAL SUBDIVISION ON A 30.847-ACRE RESIDUAL TRACT AT 6001 IVY STREET, WAYNESBORO, VIRGINIA, TAX MAP NUMBER 14-6-25A: Mr. Juday presented the application to the Planning Commission stating that the request is to amend the previously approved preliminary subdivision plat for Claybrook Phase 2. The new plat proposes smaller lots, narrower streets, and interparcel connections to the Quesenbery property to the north and the Evershire Subdivision to the south. The application also requests to waive two Subdivision Ordinance sections for narrow streets and rights-of-way and a private sewer system. Mr. Juday introduced the history of the subdivision, summarized the differences between the proposed and the approved plats, and recommended approval of the plat with the waivers and two additional conditions.

The Planning Commissioners had questions on the greenway, the street light alternatives, the interconnection to the Evershire Subdivision, and the grinder system proposed for 18 lots in the subdivision.

Bill Ledbetter, the owner and developer of the subdivision, spoke to the application, emphasizing that the lot size proposed is still a large lot, the interconnection to the Evershire was required by the City, and the benefits of installing E1 grinder pump at each house instead of constructing a pump station for 18 lots.

Mr. Arey questioned the width of the proposed street and the stormwater treatment. Mr. Ledbetter stated that the street width does comply with the VDOT design standards and the proposed development contains adequate stormwater treatments including grass channels, detention ponds, and buying credits.

Mr. Kelly asked if each lot will have its own pipe for the grinder system to be installed. Mr. Ledbetter explained that each house will have an individual grinder pump. He also stated that once the public sewer service is available, a regular main with a gravity sewer will be installed and the individual sewer system will be taken out and replaced.

Ms. Paradiso opened the public hearing.

David Sheldon, 225 Claybrook Drive, Secretary of the Claybrook HOA (Home Owners' Association), expressed his concerns regarding the significant drop in average lot size and the dramatic change in transitioning from Phase 1 to Phase 2. He suggested discussing with the developer and the City for further options of a more gradual shift from size and street width between Phase 1 and Phase 2.

Chip Yates, 224 Claybrook Drive, Chairman of the Claybrook HOA, questioned one of conditions requiring the developer to deed the common area to the HOA that been discussed but dropped from the staff recommendation. Mr. Yates stated the history of the HOA and addressed the confusion on the ownership of the common area. He again expressed his concern on the sudden change from Phase 1 to Phase 2.

Bill Ledbetter responded to the transition question, stating that the right-of-way would angle at the first new lot and the road pavement would be tapered for a smooth transition. Mr. Ledbetter also addressed the ownership of the common area, stating that it is common for developers to retain ownership of the common area until the whole development is complete for the reason that the ordinance might change or the City might have different requirements.

The Planning Commissioners had questions and discussions on the ownership of the common areas, suggesting that there is some legal issue that is somewhat beyond the committee's capacity.

William Malet, 216 Claybrook Drive, had questions on the stormwater runoff in the area, asking the potential impact of a flooding and any studies been conducted on the capacity for the area in general. Mr. Juday stated that Claybrook is in one of the newer developed sections of the city that contains the best pipes so there is no capacity problem to handle the stormwater issue. If any major flood that exceeds the design capacity happens, the home owners or the HOA are not supposed to bare the obligation.

Frank Smiley, 117 Compass Drive, questioned who will get the common area if there are separate HOAs for each phase. Mr. Ledbetter stated that all the common area in Phase 1 will go to the current HOA because it was platted with Phase 1 subdivision and if Phase 2 is complete and has a separate HOA, the remaining common area will go to the new HOA. Mr. Smiley asked in case Phase 1 is already complete, why wouldn't the developer transfer the common area now instead of holding it. Mr. Ledbetter stated that the developer had the right to add Phase 2 into the current HOA. And the developer would not transfer the common area until the completion of Phase 2 for the reason of possible access to public utilities that are located in the common area.

Ron Mirason, 228 Claybrook Drive, expressed his concern of the increased through traffic from the Evershire Subdivision to Ivy Road when the road is connected to Evershire and suggested keeping the connection road closed. Mr. Juday stated that the City staff is pushing this connection for safety reason and would not give it up.

With no further public comments, Ms. Paradiso closed the public hearing.

Mr. Arey noted that there will be a second public hearing held by the City Council and encouraged everyone to address their points to the decision making body.

Ms. Shannon tried to confirm that the connection to Evershire was part of the original plan. Mr. Juday concurred that it was.

David Sheldon asked whether it is possible to install speed bumps on the Claybrook streets to ensure speed limits. Mr. Juday suggested he address his concern with the City engineer.

John Reno, engineer for the developer of the Evershire Subdivision, pointed out that the approved Evershire plat has an access to Ivy Street so the increased traffic through Claybrook would only be a short-term impact.

Mr. Arey made a motion, seconded by Mr. Kelly, to recommend approval to the City Council of the preliminary subdivision plat with the staff recommendation as stated. The motion passed 6-0, as follows:

*WHEREAS, upon application by Roudabush, Gale & Associates, Inc. for Claybrook Associates LLC, owner, the Waynesboro Planning Commission finds that the preliminary subdivision plat will meet or exceed all the requirements of state and local law, and further, that the request is consistent with good*

*planning and zoning practice; is justified by the public necessity, convenience, and general welfare; and is in accord with the general goals and objectives of the comprehensive plan of this City;*

*NOW, THEREFORE, BE IT RESOLVED by the Waynesboro Planning Commission, by a vote of 6-0, that a recommendation be forwarded to City Council that the request of Roudabush, Gale & Associates, Inc. for Claybrook Associates LLC, owner, for a preliminary subdivision plat, entitled "Claybrook Phase II Major Subdivision Plat" produced by Roudabush, Gale & Associates, Inc. and dated June 2, 2017 and revised July 7, 2017, to amend the Claybrook preliminary subdivision plat approved on February 23, 2004 to subdivide a 30.847-acre tract into 67 single family residential lots for a property at 6001 Ivy Street, Waynesboro, Virginia (City Tax Map number 14-6-25A), be approved, with a waiver from the minimum road pavement width and right-of-way width requirements of the City Code Chapter 74 Section 74-62(a), and a waiver for a private sewer system from the City Code Chapter 74 Section 74-82(a), in accordance with the application MJR #17-244, the staff report dated July 18, 2017, and the following conditions:*

- 1. Final plats and associated deeds in a form acceptable to the City Attorney shall ensure the dedication of the greenway to the City and such deeds shall be recorded in the City of Waynesboro Circuit Court.*
- 2. No final plat shall be approved until the road connection to Evershire (from Cross Keys Way) is constructed.*

6. OTHER BUSINESS/COMMISSIONERS' CORRESPONDENCE AND COMMUNICATION:

Mr. Juday gave an update on the recent planning activities and noted a regular meeting for the next month.

Mr. Kelly asked for an update on the Compressive Plan update. Mr. Juday stated that the consultant was supposed to come with a draft for the steering committee to consider.

The Planning Commissioners had some discussions on the benefits of the development of Claybrook Phase 2.

Meeting adjourned at 8:55 pm.

---

Luke Juday, clerk