



MEMORANDUM

To: Planning Commission Members

From: Tim Hartless, Planning Manager

Date: May 15, 2026

RE: Thursday, May 21, 2026 Planning Commission Meeting

The Staunton Planning Commission will hold a meeting on **Thursday, May 21, 2026**. The meeting will begin at **5:30 P.M.** and will be held in Rita S. Wilson Council Chambers located on the first floor of City Hall, 116 W Beverley Street.

If you cannot attend this meeting, please contact the Community Development Department, Planning and Zoning Division at (540) 332-3862, by **noon** on **Wednesday, May 20, 2026**.

The field trip for this meeting will be held on **Tuesday, May 19, 2026 at 4:00 P.M.** Commission members and staff will meet at the Parks and Recreation Offices at Montgomery Hall Park at the lower parking lot on the right, adjacent to the lower softball field.

The audio feed is available online at <https://www.ci.staunton.va.us/departments/planning-zoning-division> or on the public access television station (Comcast channel 7). Those members of the public wishing to participate will be able to do so in person or via Zoom using the link provided on the City's website. The appropriate page of the website can be accessed using the link above.

AGENDA

		Action Taken
1.	Call to order	_____
2	Approval of minutes of the April 16, 2026 Meeting	_____
3.	New Business	
	A. Public Hearing and Consideration of a Request by Almarode, LLC, to Vacate, Discontinue, and Abandon a Portion of Undeveloped Anthony Street Lying Between 107 National Avenue and 111 National Avenue.	_____

	B. Public Hearing and Consideration of a Request by the Young Men's Christian Association of Staunton Virginia to Rezone 802 N Coalter Street from B-3, Planned Business District, to P-1, Professional District Conditional. C. Public Hearing and Consideration of a Request by the Young Men's Christian Association of Staunton Virginia to Amend Section 18.20.030, Uses Permitted on Review, of Chapter 18.20, R-1, Low Density Residential District, and Section 18.25.030, Uses Permitted on Review, of Chapter 18.25, R-2, Low Density Residential District, of Title 18, Zoning, of the Staunton City Code to Add "Private Day Nurseries and Kindergartens". D. Public Hearing and Consideration of a Request by the Young Men's Christian Association of Staunton Virginia for a Special Use Permit at 575 New Hope Road Under the Provisions of SCC 18.20.030 (Pending Zoning Text Amendment). <i>All items recommended to City Council will be heard on 6/25/2026</i>	
4.	Old Business	
5.	Other Business	
6.	Updates on Actions of Council	
7.	Matters from the Public	
8.	Adjournment <i>Next Meeting will be held June 18, 2026</i>	



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**MINUTES
STAUNTON PLANNING COMMISSION**

**April 16, 2026
5:30 p.m.
City Council Chambers**

PRESENT: **Jessica Robinson, Chair
Judith Wiegand, Vice Chair
Daniel Hansen
Kendrick Kier
Steve Tomaso**

ALSO PRESENT: **Rodney Rhodes, Director of Community Development
Tim Hartless, Planning Manager
Adam Campbell, Council Liaison
Linda Nesselrodt, Clerk of Planning Commission**

Ms. Robinson called the April 16, 2026 meeting of the Staunton Planning Commission to order.

Ms. Robinson welcomed new commissioner, Steve Tomaso.

APPROVAL OF MINUTES

Ms. Wiegand made a motion to approve the minutes of the March 19, 2026 Planning Commission meeting, as presented.

The motion was seconded by Mr. Hansen and carried as follows:

Ms. Wiegand	aye	Mr. Hansen	aye
Ms. Robinson	aye	Mr. Kier	aye
Mr. Tomaso	abstained		

MOTION TO AMEND THE AGENDA

Ms. Wiegand made a motion to amend the meeting agenda and to add consideration for authorization of a zoning text amendment under new business as item 3-B.

The motion was seconded by Mr. Hansen and carried as follows:

Ms. Wiegand	aye	Mr. Hansen	aye
Ms. Robinson	aye	Mr. Kier	aye
Mr. Tomaso	aye		

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NEW BUSINESS

3-A) Public Hearing and Consideration of a Request by FAP Properties, XXIII, LLC, to Rezone 855 Statler Blvd. and a portion of 851 Statler Blvd. From I-1, Light Industrial District, to B-2, General Business District.

Mr. Kier and Mr. Hansen recused themselves due to working on the project. Mr. Hansen also recused himself from 3-B. They left the dais. Mr. Hartless presented the staff report for this item.

Background: FAP Properties, XXIII, LLC, is requesting a rezoning of 855 Statler Blvd from I-1, Light Industrial District, to B-2, General Business District. The property is located on the east side of Statler Blvd near the intersection with Greenville Ave. 855 Statler Blvd is portion of a larger parcel addressed as 851 Statler Blvd. Although it is one platted lot, the City Assessor has split it into two tax parcels for tax billing purposes.

The property was developed in the late 1980s as the Statler Crossing Shopping Center, and it was the location of Staunton's first Walmart and several other smaller retail stores. Walmart relocated to its current location on Richmond Avenue in 1994 and the applicant acquired the property in 2006 and began to use it for warehouse space. The smaller building remained used as retail operations. In 2011 the applicant requested to rezone the entire property from B-2, General Business to I-1, Light Industrial, which would allow the applicant more flexibility and possibly an expansion of the warehouse use. Now Fisher Auto Parts is requesting to rezone the smaller building, the strip center portion of the building, back to B-2 General Business. This would allow the applicant to once again lease these spaces out for business purposes; things like retail stores, restaurants, perhaps offices.

Staff has conducted a review of the proposed rezoning, during which it did not identify any issues. The smaller building is difficult to use for industrial purposes because of the lower ceiling height and the smaller footprint, and using the building for business purposes seems to be the highest and best use of the space. Access to the site is from Statler Boulevard by way of a traffic light. There is plenty of available parking for any businesses that might locate in this building. The property was developed and intended to be used for business purposes, and rezoning it back to B-2 would allow the reestablishment of that use. Surrounding zoning includes I-1, Light Industrial to the north, the south and the east and B-2, General Business to the west. Surrounding uses include the Fisher Auto Parts warehouse, Fisher Auto Parts retail store, the Augusta Health Outpatient Care Clinic, and the Statler Square Shopping Center, which is across Statler Boulevard.

Recommendation: The City's Comprehensive Plan future land use map designates this area as commercial and the requested rezoning is consistent with that designation, and staff is recommending that planning commission recommend approval of the rezoning.

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Public Hearing: Ms. Robinson opened the public hearing. James Thompson, who is handling the surveying work for the rezoning, was available for questions on behalf of the applicant. Ross Hayes, General Counsel for Fisher Auto Parts stated the applicant is considering general retail, restaurant, and professional/office uses consistent with nearby Kroger-anchored shopping center.

After no further speakers, the public hearing was closed.

Motion: Ms. Wiegand motioned on the basis that the rezoning would serve the interests of public necessity, convenience, general welfare, and good zoning practice, that Planning Commission recommend approval of the rezoning of 855 Statler Blvd. and a portion of 851 Statler Blvd. from I-1, Light Industrial District, to B-2, General Business District.

The motion was seconded by Mr. Tomaso and carried as follows:

Ms. Wiegand	aye	Ms. Robinson	aye
Mr. Tomaso	aye		

Mr. Kier returned to the dais.

3-B) Zoning Text Amendment Authorization To Amend – Chapters 18.20 (R-1) and 18.25 (R-2) – Allow Private Day Nurseries and Kindergartens

Ms. Robinson recused herself and left the dais due to conflict on this item. Ms. Wiegand chaired the request. Mr. Kier rejoined at the dais.

Mr. Hartless presented the staff report for this item.

Background: The Staunton Augusta YMCA has requested this zoning text amendment, which would allow private Day Nurseries and Kindergartens, which also are known as Child Day Cares, as a use permitted on review in our R-1 and R-2 zoning districts. That means that day cares could be permitted in the R-1 and R-2 districts with a Special Use Permit (SUP). These requests are handled similarly in our other residential districts. Currently day cares are not permitted at all in R-1 and R-2 districts, so we're asking to amend the code so that we handle day cares in R-1 and R-2 the same way that as in other residential zoning districts.

Recommendation: Staff supports the requested amendment and believes that Child Day Cares could be permitted in low density residential areas without negatively impacting the area. The Special Use Permit process allows us to review each request individually, based on its own merits, and it's in a specific location to ensure that compatibility with the surrounding area. Staff is asking that Planning Commission authorize this code amendment.

Discussion: Clarification confirmed the amendment applies to standalone day care facilities (6+ children), not in-home day cares, which are addressed separately through home occupation permits. This is for their facility to provide day care for over 100 children on New Hope Rd. If

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this amendment is approved, which allows us to consider special use permits for this use, then they will follow that up with a Special Use application.

Motion: There was a motion made by Mr. Kier, on the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice, to authorize staff to prepare amendments to Chapters 18.20 and 18.25 of Title 18 (Zoning) of the Staunton City Code to allow private day nurseries and kindergartens as a Use Permitted on Review.

The motion was seconded by Mr. Tomaso and carried as follows:

Ms. Wiegand	aye	Mr. Hansen	aye
Ms. Robinson	aye	Mr. Kier	aye
Mr. Tomaso	aye		

Ms. Robinson and Mr. Hansen returned to the dais.

OLD BUSINESS

4-B) Consideration of a Request by Staunton Augusta Properties, LLC, for a Special Use Permit for McIntosh village, a planned residential development requested under the provisions of Staunton city code section 18.25.030(10) at:

**1100 Middlebrook Ave - Parcel Identification Number 5937,
700 Grayson St - Parcel Identification Number 7348,
1106 Middlebrook Ave - Parcel Identification Number 7408,
100 Mayo St - Parcel Identification Number 10002,
824 Mineola St - Parcel Identification Number 10005,
910 Mineola St - Parcel Identification Number 10009,
914 Moore St - Parcel Identification Number 10092,
1320 Middlebrook Ave - Parcel Identification Number 10093,
1206 Middlebrook Ave - Parcel Identification Number 8404, and
200 Mayo St - Parcel Identification Number 11264,**

Under the Provisions of Staunton City Code 18.25.030(10) to Allow a Planned Residential Development (PRD) Consisting of 267 Single-Family Dwellings.

This was Previously 298 single-family homes. It has now been reduced to 267.

Mr. Hartless presented the staff report for this item.

Background: Staunton Augusta Properties, LLC, is requesting a Special Use Permit for a Planned Residential Development (PRD) to be known as McIntosh Village. The property is located in an area between Middlebrook Ave, the Shenandoah Heights neighborhood, and

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the Green Spring Valley neighborhood. The applicant acquired the properties in September 2024, and is now proposing to construct 267 single family homes on 77.31 acres of land. The property is zoned R-2, Low Density Residential, and a PRD can only be permitted through the Special Use Permit process.

Analysis: Staunton City Code (SCC) 18.105, Development Standards for Uses Permitted on Review, establishes the requirements for a PRD. That section permits the developer to propose their own minimum lot size and setbacks which allows density to be clustered in the more easily developed areas. In exchange, the developer agrees to provide common area and amenities for recreation. Overall density for a PRD may not exceed the maximum density allowed in the underlying zoning. In this case, the underlying zoning is R-2, Low Density Residential, which allows a maximum density of 4.9 units per acre.

The developer has proposed the following area requirements:

Minimum lot size – 3,000 square feet (standard R-2 is 8,750 SF)

Minimum Setbacks:

Front – 18 feet (standard R-2 is 25 feet) Side – 6 feet (standard R-2 is 7 feet) Rear – 15 feet (standard R-2 is 30 feet)

Corner Side – 12 feet (standard R-2 is 12.5 feet)

Maximum Density – 3.5 units per acre (R-2 allows 4.9 units per acre)

Common Area Amenities:

Amenity A – patio with fire pit (Concrete pavers with paver blocks or comparable, 2000 SF minimum), and pavilion/gazebo (wooden structure under roof with 4 picnic tables and 4 benches, 800 SF minimum)

Amenity B – playground (commercial grade play equipment, 3 swings, 1 slide, and 1 climbing wall – 2000 SF minimum)

Amenity C – walking trail (asphalt or crushed rock, 5-foot width)

Amenity D – walking trail (asphalt or crushed rock, 5-foot width) Amenity E – walking trail (asphalt or crushed rock, 5-foot width)

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Private Street – The Planned Residential Development process allows the City to consider allowing privately owned streets. A private street is generally a street owned and maintained by a Home Owners Association. The developer proposes one private street which will provide access to three lots, Lots 7, 8, and 9. A Home Owners Association must own this street and must bear the responsibility for maintenance. This will include snow removal and re-paving costs.

Access – Access to the property by way of an existing public street is available from either Green Spring Valley or Shenandoah Heights. The fire code requires two separate means of ingress and egress when a development exceeds 30 dwellings. The developer proposes 267 dwelling units; therefore, more than one access point will be required. The new access point from Middlebrook Ave. must be constructed in the first phase of the development before construction of any dwelling unit is completed. The developer proposes access from three possible locations:

- An existing access easement between 1138 and 1220 Middlebrook Avenue (next to Grace Christian Activity Center),
- Undeveloped Gilliam Street, and
- Undeveloped Grayson Street

If the developer chooses to use undeveloped Grayson Street, a portion of the street grade may exceed 12% slope which will necessitate a variance to the City's subdivision standards (Title 17.15.070, Grades of Streets). That subdivision variance must be granted by City Council prior to staff approval of any Infrastructure construction plans or subdivision plat. Even if the PRD is approved the project will not be feasible until the developer addresses the access requirement.

As shown on the map (Attachment 3), surrounding zoning is R-2, Low Density Residential District with some B-2, General Business District to the east along Middlebrook Ave. The B-2 area is minimal and does not appear to include any proposed development area so rezoning of the B-2 area is not necessary.

The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Land Use Development Guide, Future Land Use Map, designates this area as Low Density Residential. This designation is characterized as single-family detached dwellings with a maximum density of 1 to 5 units per acre. The proposed development contains a density of approximately 3.5 units per acre (267 units / 77.3 acres = 3.45) The requested Special Use Permit is consistent with this designation.

A Special Use Permit is step one of the multi-step process to develop the property for the intended use. Likely, the development will occur in phases (or sections). For each phase, the

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developer will submit an Infrastructure Construction Plan which details the construction of infrastructure including streets, curb, gutter, sidewalks, stormwater management facilities, common elements, and a grading plan for each lot. Construction Plans are reviewed and approved administratively. Once the Construction Plan is approved, the developer will submit a final plat to create the lots for that phase (section). Once the plat is recorded in the land book in the Circuit Court, building permits can be issued for each dwelling.

Recommendation: While staff is generally supportive of the proposed development, there are some concerns that should be addressed with conditions associated with approval of any Special Use Permit. Mr. Hartless read out the conditions, which are listed below in the minutes, after discussion.

Discussion: Mr. Tomaso asked for clarification on the definition of *principal structure*. Mr. Hartless confirmed a principal structure is the house itself, and would include any additions in the future. Mr. Tomaso also raised a question regarding the power easement. Mr. Hartless said Mr. Shimp stated that he has designed the neighborhood in such a way that the power easement does not interfere with the siting of any of the of the proposed homes, so the 30 ft. has nothing to do with that easement.

Ms. Robinson raised a question regarding how density is calculated for the development. Mr. Hartless noted it's based on the 77 acres that are part of this development. It's not based on the additional roughly 23 acres that that are not part of this. Mr. Hartless clarified that the density calculation is based on the developable portion of the property, not the entire parcel.

Ms. Robinson noted that two public hearings on this matter have already been held. The group discussed the proposed minimum lot size for the development. Mr. Hansen noted that the typical lot in the development is approximately 6,000 square feet and expressed concern that a 3,000 square foot minimum would result in unreasonably small, potentially unbuildable lots. He proposed raising the minimum to 5,000–5,500 square feet. Ms. Robinson agreed that 5,500 square feet was reasonable. Mr. Tomaso asked whether a percentage-based standard could be used instead. Ms. Robinson and Mr. Hansen both preferred a fixed numerical standard, with Mr. Hansen noting it is easier for city staff to enforce. Mr. Hansen further clarified that lots smaller than 5,000 square feet become difficult to build on, and that smaller lots may be appropriate for downtown infill projects but not for this development. Ms. Wiegand referenced her 3,300 square foot lot in the downtown area as context. Mr. Kier indicated that 5,000 square feet sounded appropriate. The group reached consensus on a 5,000 square foot minimum lot size.

Mr. Hansen recommended that the language for walking trails and paths be updated to allow asphalt, concrete, or an alternative material approved by the Zoning Administrator, rather than specifying asphalt only. Mr. Hartless emphasized that the primary concern is surfaces that erode or are difficult for the HOA to maintain, noting that crushed stone is problematic because it shifts. He suggested concrete, asphalt, or pavers as acceptable options. Mr. Tomaso recommended

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standardizing to concrete only. Mr. Campbell agreed that following city sidewalk standards would be a practical approach.

Mr. Hansen raised concerns about what qualifies as usable open space, specifically questioning whether stormwater retention ponds should count toward the open space requirement. Mr. Hartless stated that steep slopes, parking areas, sidewalks, and stormwater facilities should be excluded, as they do not serve recreational purposes. Ms. Robinson referenced a suggestion from Mr. Campbell at a prior meeting regarding an open space buffer in the Gloria Place area, and agreed that ponds should not count toward open space. Ms. Robinson asked the group how they felt about increasing the open space requirement to 20%. Mr. Tomaso supported the increase. Discussion followed on which approach would be easiest to enforce. Ms. Wiegand agreed that the 15% requirement should exclude retention ponds. Ms. Robinson asked for input on adding an additional buffer along Gloria Place and Geoffrey Street. Discussion followed regarding the relationship between the proposed buffer and existing nearby dwellings. Mr. Campbell provided photos to staff and recommended maintaining the standard 15-foot rear setback while adding a 30-foot buffer. Further discussion ensued regarding the proposed setback and open space language.

Mr. Hansen suggested a language change on Item #9. Mr. Hansen suggested adding language to specify requirements apply at the time of the preliminary plat on Item #10. Regarding Item #21, Mr. Hansen recommended that the master plan be updated prior to the matter going before City Council.

After further discussion the following SUP Conditions of Approval were decided upon.

SUP Conditions of Approval:

1. Prior to the recordation of a final plat for section 1 of the proposed development, City staff must review a copy of the proposed covenants and restrictions. A responsible party must be identified for the maintenance, repair, replacement of the stormwater management facilities, common areas and amenities, as well as the proposed private street.
2. Construction of the connection to Middlebrook Ave must be completed as part of the first phase of the development and must be completed prior to issuance of any Certificates of Occupancy.
3. To avoid excessive construction traffic in Green Spring Valley, the road connecting to Ritchie Blvd shall not be opened to traffic until the Certificate of Occupancy is ready to be issued for the 31st dwelling unit.
4. An infrastructure construction plan must be submitted and reviewed to ensure that infrastructure construction meets City standards. The necessary streets, water, sewer, and stormwater infrastructure must be designed and constructed accordingly to extend to this

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development. The infrastructure construction plan must be approved prior to beginning any construction activities.

5. The development will include more than 50 new lots; therefore, a preliminary plat will be required prior to submittal of the Infrastructure Construction Plan .
6. All lots to be platted will be for single-family development or uses that support single-family development as determined by the Zoning Administrator.
7. One private street is approved which will provide access to lots 7, 8, and 9 on the Master Plan. All other lots will be accessed from a dedicated public street.
8. All walking trails and paths for all amenities must be constructed with concrete surface to the same standard as public sidewalks and approved by the Zoning Administrator.
9. Section 17.15.070 of the Subdivision Ordinance limits the grade of streets in residential zones to no more than 12%. No street may exceed a 12% grade unless City Council chooses to grant a variance to the subdivision standard. Approval of this Planned Residential Development in no way implies approval of such a variance.
10. Because of the development's proximity to a Virginia Department of Transportation maintained roadway, Rt 262 and Rt 252 beyond the city limits, a 527 Traffic Impact Analysis, including turn lane analysis, will be required as part of the preliminary plat review.
11. In addition to the Staunton City Code, Title 17 requirement for sidewalks, sidewalks will also be required along the frontage of all residential lots as shown on the Master Plan.
12. The total number of units may not exceed 267 single-family dwellings.
13. On a corner lot, in cases where a garage faces a corner side yard, the corner side setback shall be a minimum of 18 feet.
14. Approval of the special use permit for a planned residential development will include staff review and approval of the restrictive covenants for the sole purpose of ensuring the association, or other entity, is responsible for ownership and maintenance of the common elements of the development such as common areas, open space, recreational area, common amenities, and storm water management facilities. Other provisions of the restrictive covenants are a private agreement between the association, individual property owners, and/or the developer and the City of Staunton is not a party to nor does it take any interest in those provisions, nor will the City of Staunton enforce or litigate any matter related to the restrictive covenants.

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15. Approval of the Special Use Permit for the Planned Residential Development shall only include approval of entrance options #1 and #2 as shown on the Master Plan. Option #3, undeveloped Grayson Street, is not an approved at this time. If the developer wishes to use undeveloped Grayson Street for access, they must return at a later date and amend the Special Use Permit and provide engineering details to show that Grayson Street can be developed with an acceptable grade.
16. A street connection must be made between Street H shown on the Master Plan and Gordon Street.
17. The City shall not approve any construction entrance from the Green Spring Valley or Shenandoah Heights neighborhoods.
18. A strip of open space, at least 45 feet in width, owned and maintained by the Home Owners Association, must be provided between this development and any existing lots fronting on Gloria Place or Geoffery Street. In all other areas, there shall be a minimum setback of 30 feet for any principal structure constructed on any lot that is located around the periphery of the planned residential development.
19. SCC 18.105.020(2)(c) requires a minimum of 15% of the land be set aside for permanent useable open space and recreation. The storm water management facilities shall not be counted as part of the useable open space when calculating this percentage as determined by the Zoning Administrator.
20. The minimum required lot size shall be 5,000 square feet.
21. Prior to this item being placed on a City Council agenda, the master plan shall be updated to reflect these conditions.

There were no additional questions or discussion from the group.

Motion: Being no further discussion, Ms. Wiegand made a motion, on the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice, to recommend approval of the Special Use Permit for the McIntosh Village Planned Residential Development with the 21 conditions stated above.

The motion was seconded by Mr. Tomaso and carried as follows:

Ms. Wiegand	aye	Mr. Hansen	aye
Ms. Robinson	aye	Mr. Kier	aye
Mr. Tomaso	aye		

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MATTERS FROM THE PUBLIC

The following individuals addressed the Commission regarding the McIntosh Village development. The Commission listened without engaging in debate, consistent with its standard practice.

Mike Ansbach, 663 Gloria Place: Raised concerns about fire safety, water pressure, setback standards for two-story dwellings, and the precedent-setting nature of granting variances. Requested that the Fire Marshall review plans before any approvals proceed.

John Hart, 588 Hilltop Drive: Former Superintendent of Water and Wastewater for the City for 13 years. Raised concerns about water storage/pressure adequacy, VDOT STARS program potentially eliminating left turns from Richey Boulevard, environmental/wildlife habitat impact, and whether concrete paths may conflict with low-impact stormwater regulations.

Bennet Brown, corner of Ritchie and Carann: Expressed strong opposition; cited existing heavy truck traffic on Richey Boulevard from the Moore Street development and general distrust of the Commission's process.

Nancy Kalanta, 543 Hilltop Drive: Spoke on behalf of multiple residents. Raised concerns about traffic through Fisher Circle and Richey Boulevard, sinkhole/karst mapping, drainage and stormwater issues, power line routing, five-plus years of phased construction impact, blasting impacts from prior development (Meadowbrook Trace), HOA restrictions, and the characterization of the project as high-density in a low-density zone.

Zeke Stannard, 905 Ritchie Boulevard: Asked where the master plan and agenda packet are publicly available. Staff explained the documents are posted on the Planning and Zoning page of the City website under Planning Commission Agendas, typically the Friday before each meeting.

Tim Coley, 801 Ritchie Boulevard: Asked whether a traffic impact study has been conducted for Richey Boulevard. Staff explained the 527 TIA is required as part of the preliminary plat review and will include review by VDOT. Off-site improvements cannot be required of the developer under Virginia law.

Carlos Canales, 697 Alextime Drive: Raised concerns about quality of life, water availability and restrictions, traffic, speeding trucks, tree removal, environmental impact, and infrastructure costs ultimately borne by taxpayers.

Michael Smith, 910 Ritchie Boulevard: Concerned about the impact of additional families on Bessie Weller Elementary School enrollment.

Elizabeth Elliot, 905 Ritchie Boulevard: Asked whether the traffic analysis would address commute time and traffic signal feasibility at Ritchie Boulevard and Greenville Avenue. Staff explained that the City cannot require a developer to address off-site intersections, and that a 2019 study recommended removing the left-turn movement. City-funded signals cannot use state funds due to insufficient spacing from the Statler signal.

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Ending Comments: Commissioners noted for the record: (1) The property is already zoned R-2, and without the PRD/SUP process the developer could construct up to approximately 495 units by right with no conditions or guardrails; (2) the Commission imposed 21 conditions to mitigate impacts; (3) water adequacy and fire flow are reviewed by the City Engineer and Fire Marshall at each subsequent development stage; (4) closer building spacing triggers higher fire-resistance wall ratings; and (5) approximately 30 acres of the total site will remain undisturbed under the current plan. We listened, read and re-read all of your emails, and discussed on our field trip.

Next Step: The matter will be placed before City Council at its earliest available meeting (anticipated May 14, 2026, assuming the updated master plan is ready; otherwise, June 25, 2026). A full public hearing will be advertised in accordance with state code, with notice to all adjoining property owners. The public hearing will be noticed in the local newspaper (typically Thursdays), on the City's Facebook page, on the public notice bulletin board at City Hall, and by letter to immediately adjacent property owners.

OTHER BUSINESS

There was no other business to discuss.

UPDATE ON ACTIONS OF CITY COUNCIL

Mr. Hartless had no updates on actions of City Council.

ADJOURNMENT

Ms. Robinson stated the next Planning Commission meeting would be held on May 21, 2026.

Upon a motion properly made, seconded, and unanimous, the meeting adjourned at 7:31 p.m.

Linda M. Nesselrodt,
Clerk of Planning Commission

Planning Commission



AGENDA BRIEFING

Staunton, VA

Meeting Date:	May 21, 2026	Staff: Tim Hartless Planning Manager
Item #	3-A	
Ordinance #		
Department:	Community Development – Planning and Zoning	
Subject:	Public Hearing and Consideration of a Request by Almarode, LLC, to Vacate, Discontinue, and Abandon a Portion of Undeveloped Anthony Street Lying Between 107 National Avenue and 111 National Avenue.	

Background: Almarode, LLC, is requesting to vacate a 0.155 acre portion of undeveloped Anthony Street which runs between 107 National Avenue and 111 National Avenue and terminates at the side property line of 111 National Avenue (Staunton Wrecking). The street was originally platted in Augusta County. The area was annexed into the City in 1986.

Analysis: Staff has reviewed the request and has identified no issues. A portion of the undeveloped street will remain which will allow access to the rear of 103 and 105 National Avenue. Vacation of a portion of this undeveloped street has no impact on useability of any other alleys or undeveloped streets in the area.

Attachments:

Attachment 1—Application for Vacation

Attachment 2—Plat Showing Portion of Alley to be Vacated

Attachment 3—Exhibit Map

Recommendation: Staff recommends that Planning Commission recommend approval the requested vacation.

Suggested Motion: On the basis that the request would serve the interests of public necessity, convenience, general welfare, and good zoning practice, I move that Planning Commission recommend approval of the requested street vacation.



DEPARTMENT OF PLANNING &
INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX 58 |
STAUNTON, VA 24402 540.332.3862
(OFFICE) 540.332.3807 (FAX)

ALLEY & STREET VACATION APPLICATION

DATE OF APPLICATION: April 6, 2026

APPLICANTS NAME: Almarode LLC (c/o Jason A. Almarode, Member)

ADDRESS: [REDACTED]

TELEPHONE NUMBER: [REDACTED] ALTERNATE: [REDACTED]

EMAIL ADDRESS: [REDACTED]

LOCATION OF PROPERTY: Undeveloped Anthony Street adjacent 107 and 111 National Avenue

PLAT PROVIDED ☒ YES ☐ NO (REQUIRED)

LEGAL DESCRIPTION OF PORTION OF ALLEY OR STREET IN THIS REQUEST:

0.155 acre portion of Anthony Street, Undeveloped, as shown on plat entitled "Composite Minor Subdivision Plat PID 10320,

Almarode, LLC Property, Staunton, Virginia," dated January 9, 2026, prepared by Thomas E. Shumate, Jr., Land Surveyor

IS THE PORTION OF THE ALLEY OR STREET IN THIS REQUEST IMPROVED? ☐ YES ☒ NO

IF YES, IS IT BEING USED BY PERSONS OTHER THAN YOURSELF? ☐ YES ☒ NO

IF YES, EXPLAIN: N/A

TO YOUR KNOWLEDGE, ARE THERE ANY UTILITIES IN THE PORTION OF THE ALLEY OR STREET

AFFECTED BY THIS REQUEST? ☐ YES ☐ NO IF YES, EXPLAIN?

Unknown to me.

PURPOSE OF THE REQUEST? To vacate the aforesaid 0.155 acre portion of Anthony Street and, if approved, by separate application, applicant intends to make application to combined said acreage with PID 10320

ORDINANCE PROVIDED? ☒ YES ☐ NO

**An electronic copy, in word document format, must be emailed to Planning Office. Application is considered incomplete until this is provided.*

FEE PAID? ☒ YES ☐ NO **check or cash only*

SIGNATURE OF APPLICANT [Signature]

#05842; PID 10320

PID 10396 ALMARODE LLC #220001212

#180002442



NOTE

- 1) ———— EXISTING PROPERTY LINE
- 2) - - - - - EDGE OF NATIONAL AVE. PAVEMENT FROM PLAT AT #180002442
- 3) WEST EDGE OF VACATION REQUEST
- 4) THIS PLAT PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT INDICATE ALL ENCUMBRANCES AFFECTING PROPERTY SURVEYED
- 5) THIS PLAT IS NOT BASED ON A CURRENT SURVEY BUT ON PLATS AT #180002442 & #210004374. LINE LABELED N15°28'48"E 40.00', ON THIS PLAT, WAS MADE TO BE PERPENDICULAR TO NORTH R-O-W LINE OF ANTHONY STREET
- 6) NO CORNER POINTS FOUND/SET WITH THIS PLAT

COMPOSITE STREET VACATION PLAT
PORTION OF UNDEVELOPED ANTHONY STREET
STAUNTON, VIRGINIA
SCALE 1" = 60' APRIL 14, 2026
TOM SHUMATE SURVEYOR, INC.
WAYNESBORO, VIRGINIA (540) 9422990



JAID10320

Vacation of a Portion of Anthony St

Attachment 3



5/4/2026, 1:02:14 PM

1:932

- Address Points
- Lot_Numbers
- Lot_Lines
- Tax Parcels
- City Limits
- Road Centerline
- World_Transportation
- 2022 Imagery
- Red: Band_1
- Green: Band_2
- Blue: Band_3
- World Imagery
- Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

0 0.01 0.01 0.03 mi
0 0.01 0.03 0.05 km

Microsoft, Vantor, VITA, Esri, HERE, iPC

**PLANNING
COMMISSION**



AGENDA BRIEFING

Staunton, VA

Meeting Date:	May 21, 2026	Staff Members: Tim Hartless Planning Manager
Item #	3-B	
Ordinance #		
Department:	Community Development – Planning and Zoning	
Subject:	Public Hearing and Consideration of a Request by the Young Men’s Christian Association of Staunton Virginia to Rezone 802 N Coalter Street from B-3, Planned Business District, to P-1, Professional District Conditional.	

Background: The Young Men's Christian Association of Staunton Virginia is requesting a rezoning of 802 N Coalter Street from B-3, Planned Business District, to P-1C, Professional District Conditional. The property is located on the west side of N Coalter Street and is adjacent to the YMCA's main campus. The property consists of a building which is approximately 1,736 square feet (two floors) on a lot that is approximately 19,600 square feet. According to the city's real estate records, the building was constructed in 1920 and was originally used as a single-family home. The YMCA acquired the property in 2006.

A current zoning map, proposed rezoning map, and recommended land use map of the requested area are attached.

Analysis: The current B-3, Planned Business zoning allows for a range of business uses; however, a special use permit is required for every new use or change of use.

Proffers Offered by the Applicant: The applicant proposes to remove the R-4 uses in Professional zoning regulations and limit the residential use of the property to only R-1 and R-2 uses. This will effectively mean the property could only be used for professional uses or a single-family dwelling.

Staff has reviewed the request and has not identified any issues.

Surrounding zoning is R-2, Low Density Residential to the north, R-2, Low Density Residential and P-1, Professional to the east, and B-3, Planned Business to the south and west. Surrounding uses include a mixture of residential, business office and retail.

The “Generalized Land Use and Development Guide, Future Land Use Map” *Staunton, Virginia, Comprehensive Plan 2018 – 2040*, designates this area as Low Density Residential. The Low Density Residential designation includes a proposed density of 1 to 5 units per acre. While the proposed zoning is not entirely consistent with this designation as it does allow Professional office uses, the rezoning does help to create a transition area to buffer the R-2, Low Density residential zoning to the north and the B-3, Planned Business zoning to the south.

Attachments:

Attachment 1—Application

Attachment 2—Vicinity Map

Attachment 3—Current Zoning

Attachment 4—Proposed Rezoning

Attachment 5—2018-2040 Future Land Use Map for the Area

Recommendation: Staff recommends that Planning Commission recommend approval of the requested conditional rezoning.

Suggested Motion: On the basis that the rezoning would serve the interests of public necessity, convenience, general welfare, and good zoning practice, I move that Planning Commission recommend approval of the rezoning of 802 N Coalter Street from B-3, Planned Business District, to P-1C, Professional District Conditional, with the proffers offered by the applicant.



Application for Rezoning

Applicant: Young Men's Christian Association of Staunton Virginia Date: April 7, 2026

Address: [REDACTED]

Telephone #s: Primary: [REDACTED] Secondary: [REDACTED]

Email address: [REDACTED]

If the applicant is NOT the owner of the property in question, explain. A copy of a pending contract or option agreement shall be attached hereto and made a part of this application.

Name of person to be notified in addition to the applicant and/or property owner:

Name: Jessica L. Robinson, Esq., Vellines, Glick & Whitesell, P.C.

Address: 125 South Augusta Street, Suite 3000, Staunton, Virginia 24401

Phone #: (540) 885-1205

Email address: jessica@vgwplc.com

Location of property: 802 North Coalter Street, Staunton, Virginia 24401 *

Legal description of property: "Dennison" upon plat entitled "Map of the A. A. Markley Land" (DB 125 PG 71)

Purpose of request: Change zoning from B3 to P1 Conditional; Owner intends to sell property and will no longer be used for Y.M.C.A. purposes.

Map Provided: YES ☒ NO ☐

Present zoning classification of property: B3

Requested zoning classification: P1 Conditional; See attached removing R3 and R4 as uses by right.

List permits pending approval of this rezoning: None

Fee Paid (\$250) YES ☒ NO ☐

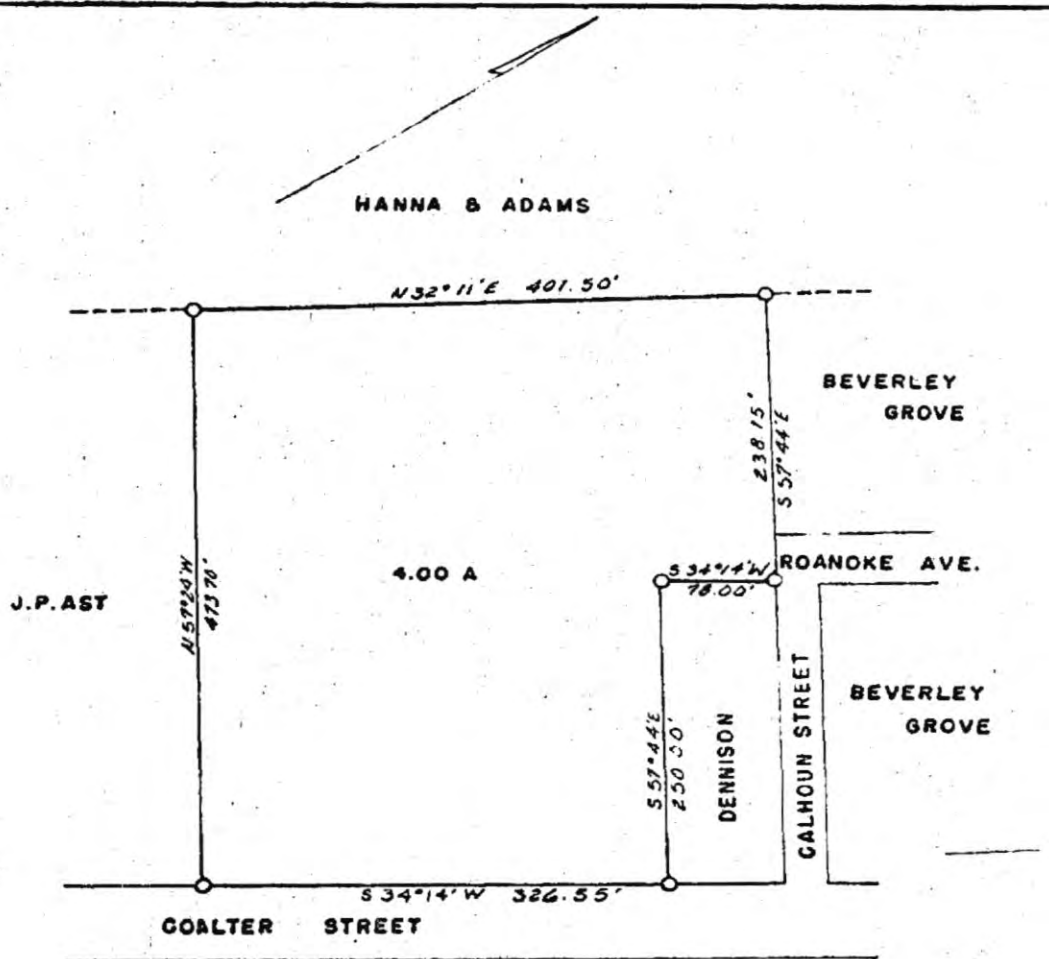
YOUNG MEN'S CHRISTIAN ASSOCIATION OF STAUNTON VIRGINIA

Signature of applicant: By [Signature]

Josh Cole, Executive Director

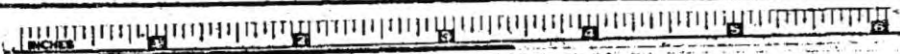
Please note: You must have a pre-application meeting with Tim Hartless, Planning Manager, prior to submitting this application or your submittal will not be accepted. To schedule a meeting, you may contact him by phone at 540.332.3862, ext. 15 or by email hartlessta@ci.staunton.va.us

(34125)



See Plat drawer
for original.

MAP OF
THE A.A. MARKLEY LAND
STAUNTON, VIRGINIA
SCALE: 1"=100' MARCH 31, 1961
W.A. CRAWFORD C.L.S.



Chapter 18.50

P-1 PROFESSIONAL DISTRICT

Sections:

18.50.010 General description.

18.50.020 Uses permitted.

18.50.030 Uses permitted on review.

18.50.040 Area regulations.

18.50.050 Height regulations.

18.50.060 Off-street parking.

18.50.070 Occupancy limitations.

18.50.010 General description.

This professional district is intended to encourage and promote the use of lands adjacent to residential areas that are undesirable for residential use and older homes that are no longer practical to maintain as dwellings. These uses are intended to be compatible with the other uses in the area and should not be a detriment to the surrounding properties. One important purpose of this district is to increase the value of surrounding properties by maintaining attractive buildings with open spaces landscaped and all service entrances or unattractive area screened. (Ord. 2025-08. Zoning ordinance Art. 4, § 7).

18.50.020 Uses permitted.

The following uses shall be permitted in the P-1 professional district:

(1) Any use permitted in the ~~R-4~~R-1 or R-2 residential districts.

(2) Any use permitted on review in the ~~R-4~~R-1 or R-2 districts.

(3) Medical care facility, except veterinary establishments.

(4) Clinical laboratories.

(5) Hospitals, incidental hospital retail uses such as cafeterias, gift or variety shops, soda bars conducted solely for the convenience of employees, patients, patrons, or visitors wholly within the

principal buildings and without exterior advertising display.

(6) Agencies and offices rendering specialized services in the professions, finance, insurance, real estate and brokerage, including service agencies not involving on-premises retail or wholesale trade nor the maintenance of a stock of goods for display of sale.

(7) Chiropractors, optometrists, osteopaths.

(8) Dental laboratories.

(9) Offices of architects and engineers.

(0) Funeral homes.

(1) Signs as regulated by Chapter 18.140 SCC.

(2) Living or sleeping quarters shall be permitted in the same building with professional uses, provided they meet the requirements of the building codes and additional off-street parking is provided.

(3) Co-location of telecommunication antenna and related equipment as regulated in SCC 18.185.020(4). (Ord. 2025-08. Zoning ordinance Art. 4, § 7).

18.50.030 Uses permitted on review.

The following uses may be permitted on review by the city council in accordance with provisions contained in Chapter 18.210 SCC:

(1) Florist shops. (Ord. 2025-08).

18.50.040 Area regulations.

The following shall apply to all uses permitted in this district:

(1) Front Yard. All buildings shall set back from the street right-of-way lines not less than 25 feet.

(2) Side Yard. On the side of a lot adjoining a residential district, there shall be a side yard of not less than 12 feet. There shall be a side yard setback from an intersecting street of not less than 25 feet. In all other cases, a side yard for a professional building shall not be required. Side yard for dwellings shall be as required in the R-4 district.

(3) Rear Yard. There shall be a rear yard, alley, service court or combination thereof, of not less than 30 feet in depth and all of the service areas of all buildings shall be completely screened from public view with permanent ornamental screening materials. Rear yard for dwellings is the same as R-4 district.

(4) Maximum Lot Coverage. No building or buildings shall cover more than 35 percent of the lot area. (Ord. 2025-08. Zoning ordinance Art. 4, § 7. Formerly 18.50.030).

18.50.050 Height regulations.

No building shall exceed two and one-half stories, or 35 feet in height, except as provided in Chapter 18.115 SCC. (Ord. 2025-08. Zoning ordinance Art. 4, § 7. Formerly 18.50.040).

18.50.060 Off-street parking.

Off-street parking is as regulated in Chapter 18.125 SCC. (Ord. 2025-08. Zoning ordinance Art. 4, § 7. Formerly 18.50.050).

18.50.070 Occupancy limitations.

Occupancy limitations are as regulated in Chapter 18.180 SCC. (Ord. 2025-08. Zoning ordinance Art. 4, § 7. Formerly 18.50.060).

The Staunton City Code is current through Ordinance 2026-02, passed January 8, 2026.

Disclaimer: The City Clerk's office has the official version of the Staunton City Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.ci.staunton.va.us/>

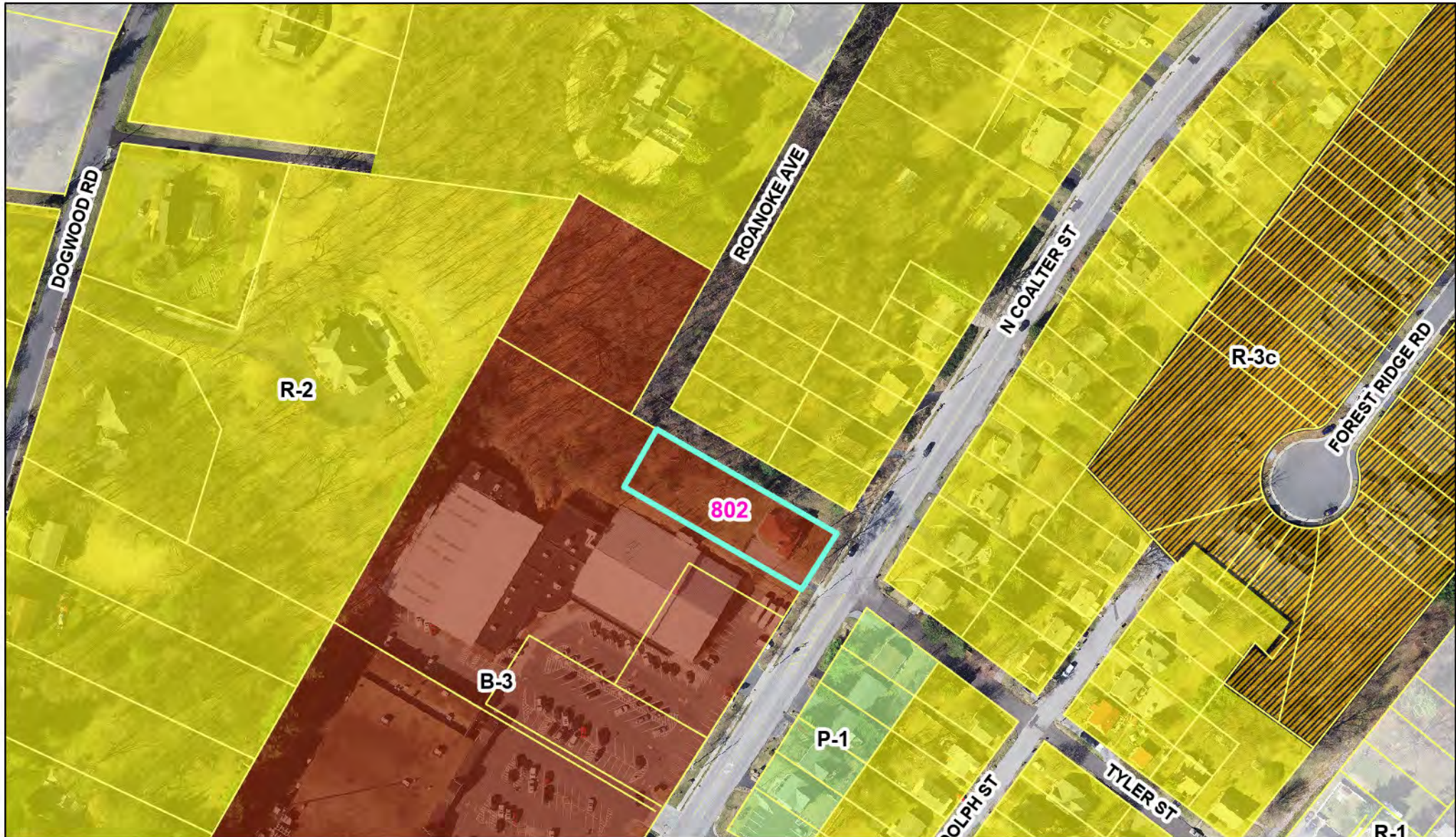
City Telephone: (540) 332-3810

Code Publishing Company



Current Zoning: 802 N Coalter St

Attachment 3



Zoning

B-1	B-3
B-1(conditional)	B-5
B-2	B-5(conditional) outline
B-2(conditional)	HE-1
	I-1

I-1(conditional)	I-2
I-2(conditional)	I-3(conditional)
P-1	

P-1(conditional)	R-1
R-2	R-2(conditional)
R-3	

R-3(conditional)	R-4
R-4(conditional) outline	TND-I (conditional) outline
Traditional Residential Development District	

Additional Layers

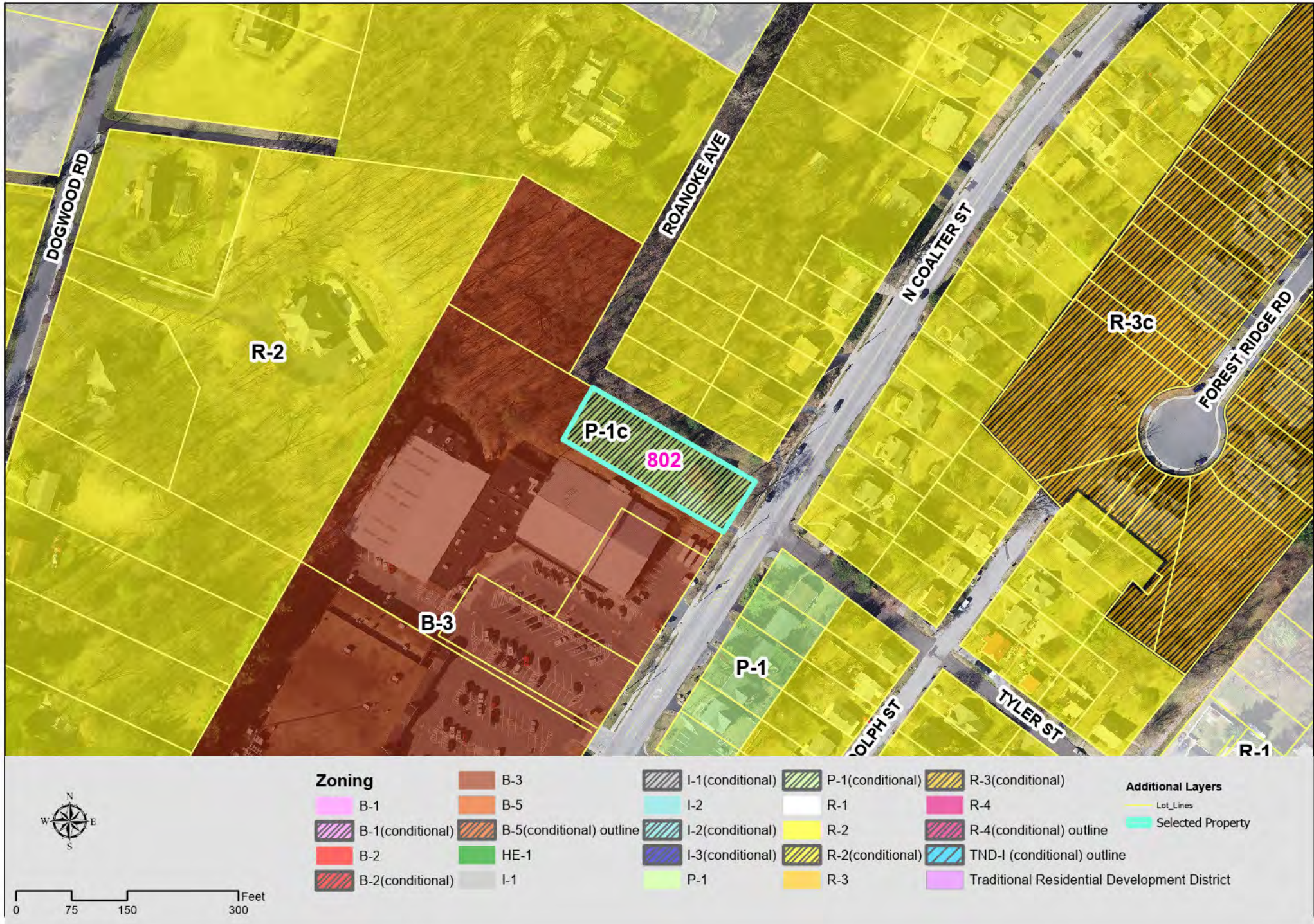
- Lot Lines
- Selected Property



0 75 150 300 Feet

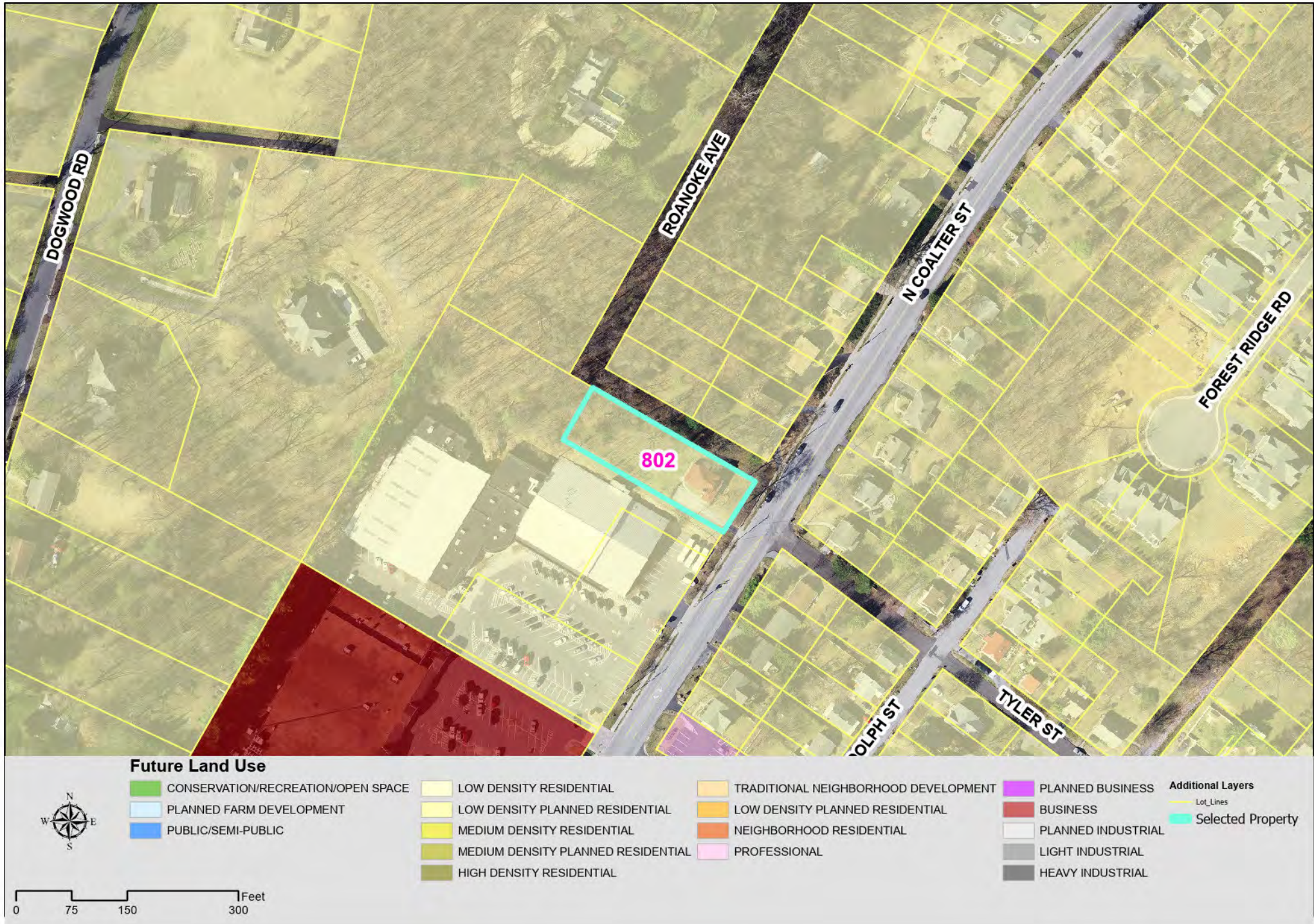
Proposed Rezoning: 802 N Coalter St

Attachment 4



Future Land Use: 802 N Coalter St

Attachment 5



**PLANNING
COMMISSION**



AGENDA BRIEFING

Staunton, VA

Meeting Date:	May 21, 2026	Staff Members: Tim Hartless Planning Manager- Current Planning
Item #	3-C	
Ordinance #		
Department:	Community Development – Planning and Zoning	
Subject:	Public Hearing and Consideration of a Request by the Young Men’s Christian Association of Staunton Virginia to Amend Section 18.20.030, Uses Permitted on Review, of Chapter 18.20, R-1, Low Density Residential District, and Section 18.25.030, Uses Permitted on Review, of Chapter 18.25, R-2, Low Density Residential District, of Title 18, Zoning, of the Staunton City Code to Add “Private Day Nurseries and Kindergartens”.	

Background: The young Men’s Christian Association of Staunton Virginia is requesting an amendment to the Zoning Code of Staunton to add “Private Day Nurseries and kindergartens” to the list of uses permitted on review in the R-1 and R-2 zoning districts. Private Day Nurseries and Kindergartens are more commonly known a child daycare. Currently, child daycares are only permitted in certain zoning districts and most commonly through the special use permit process. The table below indicates where daycares and permitted and how.

Zoning District	How Permitted
R-3	SUP
R-4	SUP
P-1	By right

B-1	SUP
B-2	SUP
B-3	SUP

Analysis: Staff has reviewed the proposal and supports the requested amendment. The special use permit process will allow each application to be evaluated based on its on specific location. Some R-1 and R-2 areas are suitable for daycares while other areas are not. The special use permit process allows the city to make this evaluation and to establish any reasonable condition necessary to ensure compatibility with the surrounding areas.

Attachments:

Attachment 1—Application

Attachment 2—Proposed Amendment

Recommendation: Staff recommends that Planning Commission recommend approval of the proposed amendment.

Suggested Motion: On the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice, I move that Planning Commission recommend approval of an amendment to Section 18.20.030, Uses Permitted on Review, of Chapter 18.20, R-1, Low Density Residential District, and Section 18.25.030, Uses Permitted on Review, of Chapter 18.25, R-2, Low Density Residential District, of Title 18, Zoning, of the Staunton City Code to Add “Private Day Nurseries and Kindergartens”.



COMMUNITY DEVELOPMENT
Planning & Zoning Division

ZONING TEXT AMENDMENT REQUEST

DATE:	April 7, 2026
APPLICANT:	Young Men's Christian Association of Staunton, Virginia 24401
ADDRESS:	[REDACTED]
PHONE #:	[REDACTED]
EMAIL ADDRESS:	[REDACTED]

Present Zoning Regulation:

18.20.030 Uses permitted upon review. Not presently included; this will be an addition.
18.25.030 Uses permitted upon review. Not presently included; this will be an addition.

Proposed Zoning Amendment:

18.20.030(10) Private day nurseries and kindergartens, as regulated in SCC 18.105.060.
18.25.030(11) Private day nurseries and kindergartens, as regulated in SCC 18.105.060.

Purpose of Request:

To allow for private day nurseries and kindergartens, upon review, in all residential districts (already allowed in R-3 and R-4).

Fee Must be Paid at the Time of Submittal: \$250.00

YOUNG MEN'S CHRISTIAN ASSOCIATION OF STAUNTON VIRGINIA

Signature of Applicant:

By:


Josh Cole, Executive Director

For Office Use:

Date Received: _____

Payment Type: _____

Division II. District Regulations

Chapter 18.20
R-1 LOW DENSITY RESIDENTIAL DISTRICT

Sections:

18.20.010 General description.

18.20.020 Permitted principal and accessory uses and structures.

18.20.030 Uses permitted on review.

18.20.040 Area regulations.

18.20.050 Height regulations.

18.20.060 Off-street parking.

18.20.070 Occupancy limitations.

18.20.010 General description.

These districts are intended to be used for single-family residential development with low population densities. Additional permitted uses, by review of the planning commission, include educational facilities normally required to provide the basic elements of a balanced and attractive residential area. (Zoning ordinance Art. 4, § 1).

18.20.020 Permitted principal and accessory uses and structures.

Property and buildings in an R-1 district shall be used only for the following purposes:

- (1) Detached single-family dwellings, but not including trailer houses or mobile homes.
- (2) Temporary buildings for uses incidental to construction work, which buildings shall be immediately adjacent to said construction work and which buildings shall be removed upon completion or abandonment of the construction work.
- (3) Transportation and utility easements, alleys, and rights-of-way.
- (4) Accessory uses and buildings, provided such uses are incidental to the principal use and do not include any activity commonly conducted as a business. Any accessory building shall be located on

the same lot with the principal building.

(5) Signs as regulated in Chapter 18.140 SCC.

(6) Agricultural crops (not to be sold), and not the raising of farm animals or poultry except for keeping of chickens, as defined and provided in Chapter 18.153 SCC.

(7) The keeping of less than three boarders or roomers by a resident family with parking as required by Chapter 18.125 SCC, Table of Parking Spaces Required, boarding or rooming house.

(8) Home occupations as regulated in Chapter 18.150 SCC.

(9) Co-location of telecommunication antenna and related equipment as regulated in SCC 18.185.020(4). (Ord. 2015-10. Zoning ordinance Art. 4, § 1).

18.20.030 Uses permitted on review.

The following uses may be permitted on review by the city council in accordance with provisions contained in Chapter 18.210 SCC:

(1) Churches or similar places of worship, with accessory structures but not including missions or revival tents.

(2) Elementary or high schools, public or private.

(3) Public parks, playgrounds, and playfields, and neighborhood and municipal buildings and uses in keeping with the character and requirements of the district.

(4) Libraries, museums, and historical monuments or structures.

(5) Utilities, substations and pumping plants, provided the area is adequately landscaped and structures are reasonably attractive.

(6) Golf courses, or country clubs, with adjoining grounds of not less than 60 acres, but not including miniature courses and driving tees operated for commercial purposes.

(7) Cemeteries.

(8) A planned residential development as regulated in SCC 18.105.020.

(9) Social and recreational uses not operated for gain. (Zoning ordinance Art. 4, § 1).

(10) Private day nurseries and kindergartens, as regulated in SCC 18.105.060.

18.20.040 Area regulations.

All buildings shall be set back from street right-of-way lines and lot lines to comply with the following yard requirements:

(1) Front Yard.

(a) For dwellings, the minimum depth of the front yard shall be 30 feet and in no case shall an accessory building be located or extend into the front yard.

(b) All other permitted uses shall have a front yard setback of 35 feet.

(2) Side Yard.

(a) For a single-story dwelling, located on interior lots, side yards shall be not less than eight feet in width; however, the sum of the two side yards shall not be less than 20 feet. For dwellings of more than one story there shall be side yards of not less than 12 feet each.

(b) For unattached buildings of accessory use, there shall be a side yard of not less than eight feet; provided, however, that unattached one-story buildings of accessory use shall not be required to set back more than five feet from an interior side lot line when all parts or the accessory buildings are located more than 10 feet behind the main building.

(c) Churches and other main and accessory buildings, other than dwellings, and buildings accessory to dwellings, shall set back from all side lot lines a distance of not less than 35 feet.

(3) Rear Yard.

(a) For main buildings there shall be a rear yard of not less than 35 feet.

(b) Unattached buildings of accessory use shall not be located closer to any rear lot line than five feet.

(4) Lot Width.

(a) For all dwellings there shall be a minimum lot width of 75 feet at the front building line, such lot shall abut on a public street for a distance of not less than 30 feet.

(b) For lots having width of not more than 150 feet, the lot length shall be not greater than three times the lot width.

(5) Intensity of Use.

- (a) For each dwelling and building accessory thereto there shall be a lot area of not less than 15,000 square feet.
- (b) For churches and other main and accessory buildings, other than dwellings, and buildings accessory to dwellings, the lot area shall be adequate to provide the yard areas required by this chapter and the off-street parking areas required in Chapter 18.125 SCC; provided, however, that the lot area for a church shall be not less than 30,000 square feet.
- (c) There shall be no more than one dwelling unit on each lot.

(6) Maximum Lot Coverage.

- (a) Dwellings and buildings accessory thereto shall cover not more than 30 percent of the lot area.
- (b) Churches and other main and accessory buildings shall cover not more than 25 percent of the lot area. (Zoning ordinance Art. 4, § 1).

18.20.050 Height regulations.

No main building shall exceed two and one-half stories or 35 feet in height, except as provided in Chapter 18.115 SCC. Accessory buildings shall not exceed 15 feet in height. (Zoning ordinance Art. 4, § 1).

18.20.060 Off-street parking.

Off-street parking is as regulated in Chapter 18.125 SCC. (Zoning ordinance Art. 4, § 1).

18.20.070 Occupancy limitations.

Occupancy limitations are as regulated in Chapter 18.180 SCC. (Zoning ordinance Art. 4, § 1).

The Staunton City Code is current through Ordinance 2026-02, passed January 8, 2026.

Disclaimer: The City Clerk's office has the official version of the Staunton City Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.ci.staunton.va.us/>

City Telephone: (540) 332-3810

Code Publishing Company.

Chapter 18.25

R-2 LOW DENSITY RESIDENTIAL DISTRICT

Sections:

18.25.010 General description.

18.25.020 Permitted principal and accessory uses and structures.

18.25.030 Uses permitted on review.

18.25.040 Area regulations.

18.25.050 Height regulations.

18.25.060 Off-street parking.

18.25.070 Occupancy limitations.

18.25.010 General description.

These districts are intended to be used for single-family residential development with low to moderate population densities. Additional permitted uses, by review of the planning commission, include educational facilities normally required to provide the basic elements of a balanced and attractive residential area. (Zoning ordinance Art. 4, § 2).

18.25.020 Permitted principal and accessory uses and structures.

Property and buildings in an R-2 district shall be used only for the following purposes:

- (1) Detached single-family dwellings, but not including trailer houses or mobile homes.
- (2) Temporary buildings for uses incidental to construction work, which buildings shall be immediately adjacent to said construction work and which buildings shall be removed upon completion or abandonment of the construction work.
- (3) Transportation and utility easements, alleys, and rights-of-way.
- (4) Accessory uses and buildings, provided such uses are incidental to the principal use and do not include any activity commonly conducted as a business. Any accessory building shall be located on the same lot with the principal building.

(5) Signs as regulated in Chapter 18.140 SCC.

(6) Agricultural crops (not to be sold), and not the raising of farm animals or poultry except for keeping of chickens, as defined and provided in Chapter 18.153 SCC.

(7) The keeping of less than three boarders or roomers by a resident family with parking as required by Chapter 18.125 SCC, Table of Parking Spaces Required, boarding or rooming house.

(8) Home occupations as regulated in Chapter 18.150 SCC.

(9) Co-location of telecommunication antenna and related equipment as regulated in SCC 18.185.020(4). (Ord. 2017-17; Ord. 2015-11. Zoning ordinance Art. 4, § 2).

18.25.030 Uses permitted on review.

The following uses may be permitted on review by the city council in accordance with provisions contained in Chapter 18.210 SCC:

(1) Churches or similar places of worship, with accessory structures but not including missions or revival tents.

(2) Elementary or high schools, public or private.

(3) Public parks, playgrounds and playfields, and neighborhood and municipal buildings and uses in keeping with the character and requirements of the district.

(4) Libraries, museums, and historical monuments or structures.

(5) Utility substations.

(6) Plant nursery in which no building or structure is maintained in connection therewith.

(7) Golf courses, or country clubs, with adjoining grounds of not less than 60 acres, but not including miniature courses and driving tees operated for commercial purposes.

(8) Cemeteries.

(9) Social and recreational uses not operated for gain.

(10) A planned residential development as regulated in SCC 18.105.020. (Zoning ordinance Art. 4, § 2).

(11) Private day nurseries and kindergartens, as regulated in SCC 18.105.060.

18.25.040 Area regulations.

All buildings shall be set back from street right-of-way lines and lot lines to comply with the following yard requirements:

(1) Front Yard.

(a) For dwellings, the minimum depth of the front yard shall be 25 feet from lot line and in no case shall an accessory building be located or extend into the front yard.

(b) All other permitted use shall have a front yard setback of 35 feet.

(2) Side Yard.

(a) For a single-story dwelling, located on interior lots, side yards shall be not less than seven feet in width; however, the sum of the two side yards shall not be less than 18 feet. For dwellings of more than one story there shall be side yards of not less than 10 feet each.

(b) For unattached buildings of accessory use, there shall be a side yard of not less than seven feet; provided, however, that unattached one-story buildings of accessory use shall not be required to set back more than five feet from an interior side lot line when all parts of the accessory building are located more than 10 feet behind the main building.

(c) Churches and other main and accessory buildings, other than dwellings, and buildings accessory to dwellings, shall set back from all side lot lines a distance of not less than 35 feet.

(3) Rear Yard.

(a) For main buildings there shall be a rear yard of not less than 30 feet.

(b) Unattached buildings of accessory use shall not be located closer to any rear lot line than five feet.

(4) Lot Width.

(a) For all dwellings there shall be a minimum lot width of 70 feet at the front building line, such lot shall abut on a public street for a distance of not less than 25 feet.

(b) For lots having a width of not more than 150 feet, the lot length shall be not greater than three times the lot width.

(5) Intensity of Use.

(a) For each dwelling and building accessory thereto, there shall be a lot area of not less than 8,750 square feet.

(b) For churches and other main and accessory buildings, other than dwellings, and buildings accessory to dwellings, the lot area shall be adequate to provide the yard areas required by this chapter and the off-street parking areas required in Chapter 18.125 SCC; provided, however, that the lot area for a church shall be not less than 30,000 square feet.

(c) There shall be no more than one dwelling unit on each lot.

(6) Maximum Lot Coverage.

(a) Dwellings and buildings accessory thereto shall cover not more than 30 percent of the lot area.

(b) Churches and other main and accessory buildings shall cover not more than 25 percent of the lot area. (Zoning ordinance Art. 4, § 2).

18.25.050 Height regulations.

No main building shall exceed two and one-half stories or 35 feet in height, except as provided in Chapter 18.115 SCC. Accessory buildings shall not exceed 15 feet in height. (Zoning ordinance Art. 4, § 2).

18.25.060 Off-street parking.

Off-street parking is as regulated in Chapter 18.125 SCC. (Zoning ordinance Art. 4, § 2).

18.25.070 Occupancy limitations.

Occupancy limitations are as regulated in Chapter 18.180 SCC. (Zoning ordinance Art. 4, § 2).

The Staunton City Code is current through Ordinance 2026-02, passed January 8, 2026.

Disclaimer: The City Clerk's office has the official version of the Staunton City Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.ci.staunton.va.us/>

City Telephone: (540) 332-3810

Code Publishing Company.

**PLANNING
COMMISSION**



AGENDA BRIEFING

Staunton, VA

Meeting Date:	May 21, 2026	Staff Members: Tim Hartless Planning Manager – Current Planning
Item #	3-D	
Ordinance #		
Department:	Community Development – Planning and Zoning	
Subject:	Public Hearing and Consideration of a Request by the Young Men’s Christian Association of Staunton Virginia for a Special Use Permit at 575 New Hope Road Under the Provisions of SCC 18.20.030. (Pending Zoning Text Amendment)	

Background: The Young Men’s Christian Association of Staunton Virginia (YMCA) is requesting a Special Use Permit to use property located at 575 New Hope Road. The property consists of approximately 35 acres and is currently developed with a pavilion and athletic fields. The property is zoned R-1, Low Density Residential District and has a considerable amount of area in the floodplain. In November of 2021, the YMCA was granted a special use permit to use the property for outdoor recreation and for a summer day camp. Now they are requesting to add additional uses including:

A daycare for up to 120 children – will operate year round
A teen center for up to 130 children – will operate during the school year
A pickleball complex
Athletic fields and basketball courts

The daycare is currently not a use permitted on review and therefore will require a zoning text amendment (handled through a separate item) before it can be considered for SUP. Staff does support the amendment.

Attachment 1, supplied by the applicant, includes a letter explaining the intended use as well as a

traffic analysis. The traffic analysis has been reviewed by the Transportation Planner and City Engineer. Both have found the analysis to be acceptable.

Analysis: Staff has reviewed the request and has not identified any issues. Construction of the pickleball complex, athletic fields, and basketball courts will require a site plan which is already in the review process.

The Zoning Code does not establish any criteria to be used in evaluating applications for "Recreation Uses not Operated for Gain". In evaluating the application, staff looked at a number of factors:

- The impact of the recreational use on the surrounding properties.
- Traffic impacts on New Hope Road.
- The existence of the Floodplain and development potential of the property.
- The Comprehensive Plan "Land Use Guide, Future Land Use Map"

The surrounding properties include a mixture of uses, including agricultural, industrial, religious and single-family residential on large lots. Although a recreational facility of this size will impact the area, due to the seasonal and daytime only use of the facility, these impacts should be limited.

A parking analysis indicates that 84 parking spaces are required for the existing uses plus the proposed daycare, teen center, pickleball complex. The site plan that is currently under review includes 204 parking spaces.

An attached map (Attachment 5) illustrates the zoning surrounding the site. Zoning to the north and south is I-1, Light Industrial District. Zoning to the east is R-1, Low Density Residential District. Zoning to the west is R-1, Low Density Residential District and B-3, Planned Business District (Stuart Hall Athletic Fields).

The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Future Land Use Map (Attachment 6) designates this area as Conservation/Recreation/Open Space and Low Density Residential. The Future Land Use Map is generalized and not property specific and the requested Special Use is consistent with the Conservation/Recreation/Open Space designation. Furthermore, the proposal is supported by the following recreation objectives of the *Comprehensive Plan*:

- Provide appropriate facilities and programs to adequately meet the recreational needs of the community.
- Continue to support and provide facilities for active and passive recreation activities that provide opportunities for social interaction.
- Work with the local YMCA and similar organizations to provide joint programs and to supplement resources.
- Continue to support the network of parks; small and large.

Attachment:

Attachment 1—Application and Supporting Documents Supplied by the Applicant

Attachment 2—Layout page from Site Plan

Attachment 3—Staff Briefing from the November 11, 2021 City Council meeting

Attachment 4—Vicinity Map

Attachment 5—Current Zoning Map

Attachment 6—Future Land Use Map

Recommendation: Staff recommends that Planning Commission endorse the requested Special Use Permit for 575 New Hope Road.

Suggested Motion: On the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice, I move that Planning Commission recommend that City Council approve the requested Special Use Permit with the following Conditions:

1. All provisions of the original Special Use Permit, approved November 11, 2021, shall remain in effect.



COMMUNITY DEVELOPMENT
DEPARTMENT
PLANNING & ZONING DIVISION
116 W. BEVERLEY STREET
STAUNTON, VA 24401
540.332.3862 (OFFICE)

APPLICATION FOR SPECIAL USE PERMIT

DATE: April 7, 2026

NAME OF APPLICANT: Young Men's Christian Association of Staunton Virginia

ADDRESS OF APPLICANT: [REDACTED]

PHONE #: [REDACTED]

E-MAIL ADDRESS: [REDACTED]

IF APPLICANT IS **NOT** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 575 New Hope Road, Staunton, Virginia 24401 (PID 10377)

MAP PROVIDED: YES ☒ NO ☐ SITE PLAN PROVIDED: YES ☒ NO ☐

FEE PAID (\$250.00): YES ☒ NO ☐

PRESENT ZONING OF THE PROPERTY: R-1

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:

A separate application has been filed to add §18.20.030 (10): Private day nurseries and kindergartens, as regulated in SCC 18.102.060.

ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF **NO**, EXPLAIN HOW UTILITIES WILL BE PROVIDED:

Yes.

LEGAL DESCRIPTION OF PROPERTY: See attached plat: First Tract 31.985 acres; Second Tract 2.365 Acres

DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE PROPOSED).

See attached.

YOUNG MEN'S CHRISTIAN ASSOCIATION OF STAUNTON VIRGINIA

SIGNATURE: By: [Signature]
Josh Cole, Executive Director

Please note: You must have a pre-application meeting with Tim Hartless, Planning Manager, prior to submitting this application or your submittal will not be accepted. To schedule a meeting, you may contact him by phone at 540.332.3862, ext. 15 or by email hartlessta@ci.staunton.va.us

Application for Special Use Permit

Young Men's Christian Association of Staunton Virginia

Attachment 1 of 1

The Young Men's Christian Association of Staunton Virginia is requesting to amend their current special use permit to **add** the following uses in addition to those previously approved in their Special Use Permit dated 11/11/2021:

1. a private day nursery for up to 120 children;
2. a teen center for up to 130 children;
3. a pickleball complex;
4. athletic fields and basketball courts.

The teen center runs during the school year, while the previously approved summer camp is something that runs during the summer. The proposed day care and teen center are uses that are sorely needed in the City of Staunton and adjacent Augusta County. In particular, the lack of adequate day care facilities is critical. While enjoyed by all ages, pickleball is an activity that is enjoyed by and beneficial to the aging population. Further, pickleball is currently in great demand and lacks sufficient facilities to meet this demand, not only at the YMCA but in the area at large. Likewise, the YMCA facilities and in the area at large for athletic fields and basketball courts are currently insufficient to meet the community's demand. In further support of these uses, below please find a traffic flow narrative.

Traffic Flow Narrative

Traffic flow at the Staunton-Augusta YMCA site is shaped by predictable, program-driven activity patterns that vary between the school year and summer months. These patterns are intentionally structured to distribute traffic throughout the day, minimizing congestion while ensuring safe and efficient access for children, families, and community members. These programs do not operate like schools because they have expanded drop off and pickup times. Nor do they operate like a parks & rec camp for the same reason. We have seen these expanded times work in Community Child Care which has similar expanded drop off and pickup times.

School Year Traffic Patterns

During the school year, site traffic is primarily influenced by childcare programming, teen center usage, and recreational amenities. Special events and field usage time are focused on weekends and after pickup times.

Child Care (120 Children)

- **Morning Drop-Off:** 6:30 a.m. – 9:00 a.m.
Traffic is distributed over a 2.5-hour window, creating a gradual and manageable increase in vehicle volume.

- **Afternoon Pick-Up:** 4:00 p.m. – 6:00 p.m.
Dismissal is staggered, allowing for steady flow and minimal queuing.

Teen Center (130 Youth)

- **Arrival:** Primarily by school bus, significantly reducing individual vehicle trips and limiting traffic impact.
- **Pick-Up:** 5:00 p.m. – 8:00 p.m.
Traffic is spread across a three-hour window, creating a moderate but controlled evening flow.

Pickleball Complex

- **Operating Hours:** 6:00 a.m. – 9:00 p.m. May be extended to 24-hour use.
- **Typical Usage:** Approximately 24 individuals at any given time.
Pickleball activity generates a low but consistent level of traffic throughout the day. Because participation is evenly distributed and turnover is gradual, it does not create sharp peak periods.
- **Peak Use:** Weekends
Higher usage occurs on weekends, complementing other recreational activities rather than adding pressure to weekday peak times.

Athletic Fields and Basketball Courts

- Limited weekday use during the school year.
- **Primary activity occurs on weekends**, when traffic increases but remains manageable due to scheduled and staggered programming.

Summer Traffic Patterns

During the summer, increased programming results in higher overall traffic volumes, though flow remains well-distributed. The teen center does not operate as such during the summer and switches to a summer camp with the numbers included below.

Child Care (120 Children)

- **Drop-Off:** 6:30 a.m. – 9:00 a.m.
- **Pick-Up:** 2:30 p.m. – 6:00 p.m.

Summer Day Camp (250 Children)

- **Arrival:** 6:30 a.m. – 9:00 a.m.
This represents the highest morning traffic period; however, the extended arrival window ensures vehicles are dispersed.
- **Pick-Up:** 4:00 p.m. – 6:00 p.m.
Managed dismissal procedures support efficient flow and minimize congestion.

Pickleball Complex

- Continues operation from 6:00 a.m. – 9:00 p.m. May be extended to 24-hour use.
 - Maintains steady, moderate traffic with no concentrated peak.
 - Weekend demand remains the highest but is aligned with broader recreational usage patterns.
-

Overall Traffic Flow Characteristics

Across both school-year and summer operations:

- Traffic peaks are **spread across multiple hours**, avoiding sharp congestion points.
- **Bus transportation** for teen participants significantly reduces vehicle trips.
- **Pickleball usage adds consistent but low-intensity traffic**, not peak congestion.
- **Weekend athletic programming** shifts higher-volume activity away from weekday peaks.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Mr. Claffey	aye	Vice Mayor Robertson	aye
Ms. Dull	aye	Ms. Mead	aye
Ms. Darby	aye	Mr. Holmes	aye
Mayor Oakes	aye		

D. Public Hearing and Consideration of a Request by Staunton/Augusta YMCA for a Special Use Permit for 575 New Hope Road (PIN #10377) Under the Provisions of Subsection 18.20.030(9), Uses Permitted on Review, of Chapter 18.20, R-1, Low Density Residential District, of Title 18, Zoning, of the Staunton City Code

Mr. Rhodes stated that the Staunton/Augusta YMCA was requesting a special use permit to use property located at 575 New Hope Road for a summer day camp and outdoor recreation. The property is zoned R-1, Low Density Residential District and this type of use is permitted with a special use permit. Development of the facility will likely occur in two phases. The first phase will be the outdoor recreation facilities so that the YMCA can offer a summer camp in 2022. The second phase would include construction of the building. Although a recreational facility of this size will impact the area, due to the season and daytime only use of the facility, these impacts should be limited. The City Engineer has reviewed analysis done on the property and concurs with the results. Over half of the property is in the flood plain, which greatly hinders the development of the lands. However, use of the area for recreational purposes is highly compatible. The Planning Commission conducted a public hearing on October 21 and no one spoke in opposition. The Commission voted to recommend approval of the special use permits with conditions as outlined in the briefing.

Ms. Mead asked for confirmation that the property was in the Lewis Creek flood plain. Mr. Rhodes confirmed that it was. She asked if the line indicated on the map presented was a public access trail. Jason Lackey, Staunton/Augusta YMCA board member, stated that the line is a path for campers and YMCA member to use to exercise. There is no public access, as the property is designed for YMCA members only.

Vice Mayor Robertson asked if the property designers were taking precautions not to put buildings in the flood plain. Mr. Lackey assured him that the buildings would not be located in the flood plain. Josh Cole, Executive Director of the YMCA, stated that there are 13 acres that are not in the flood plain, and that's where construction of buildings will occur.

The public hearing was opened.

Maggie Ragon, 3 Preston Drive and member of the YMCA Board of Directors, stated that she appreciated the Council's support of this project and that Josh Cole and his staff do an incredible job for the City of Staunton.

With there being no one else wishing to speak, the public hearing was closed.

Mayor Oakes asked if Council had any questions or comments.

Council members did not have any questions.

Ms. Dull moved that Council approve the special use permit with the conditions as follows: 1) All structures or uses within the floodplain must comply with the floodplain regulations set forth in SCC title 18.170. 2) A sight distance analysis will be required. The relatively short distance to the curve in New Hope Road may require a different location for the entrance to the site than what has been shown on the conceptual plan, depending upon the sight distance determination. If a sight distance analysis and the opinion of the city engineer requires a different location for the entrance, the landowner shall work with the city engineer to relocate the entrance from a location depicted on the concept plan. 3) The 54 parking spaces determined to accommodate the use of the site should be provided onsite and all arrival and departure activities for campers shall also be done on site. 4) A site plan will be required prior to construction. If construction is phased, a separate site plan may be necessary for each phase. 5) The athletic fields shall not have stadium style illumination.

The motion was seconded by Mr. Holmes and carried as follows:

Ms. Dull	aye	Ms. Mead	aye
Ms. Darby	aye	Mr. Holmes	aye
Mayor Oakes	aye	Mr. Claffey	aye
Vice Mayor Robertson	aye		

E. Presentation of Quarterly Financial Report

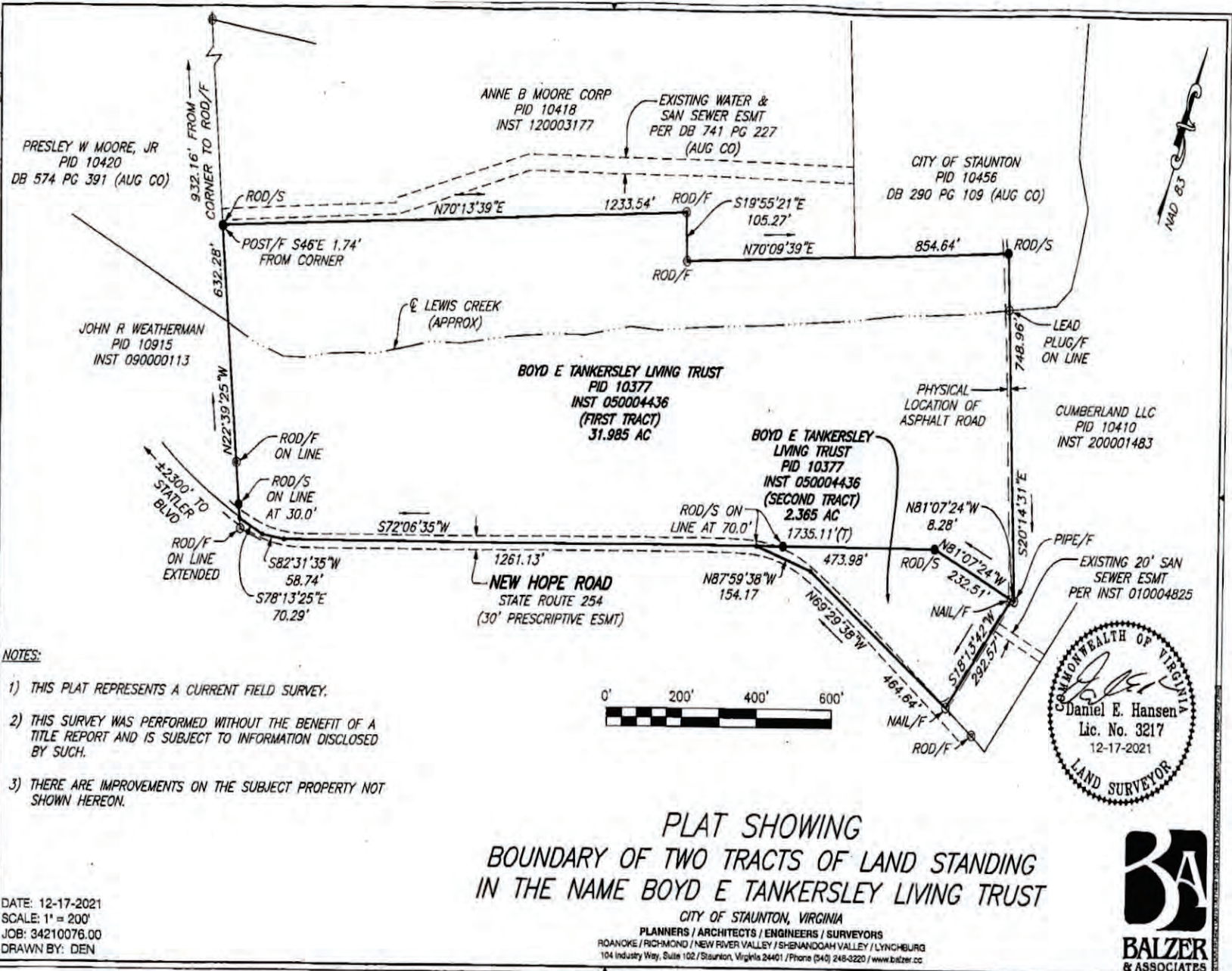
Chief Finance Officer Phil Trayer reported the first quarter unaudited postings, revenues and expenditures for FY 2022 year to date revenues posted through September 30 2021, totaling 11.5% of the annual appropriation in FY 2021. Through the first quarter, posted revenues were \$7,000,893 or 14% of the annual appropriation. The City is 25% through the fiscal year and 11.5% is close to normal.

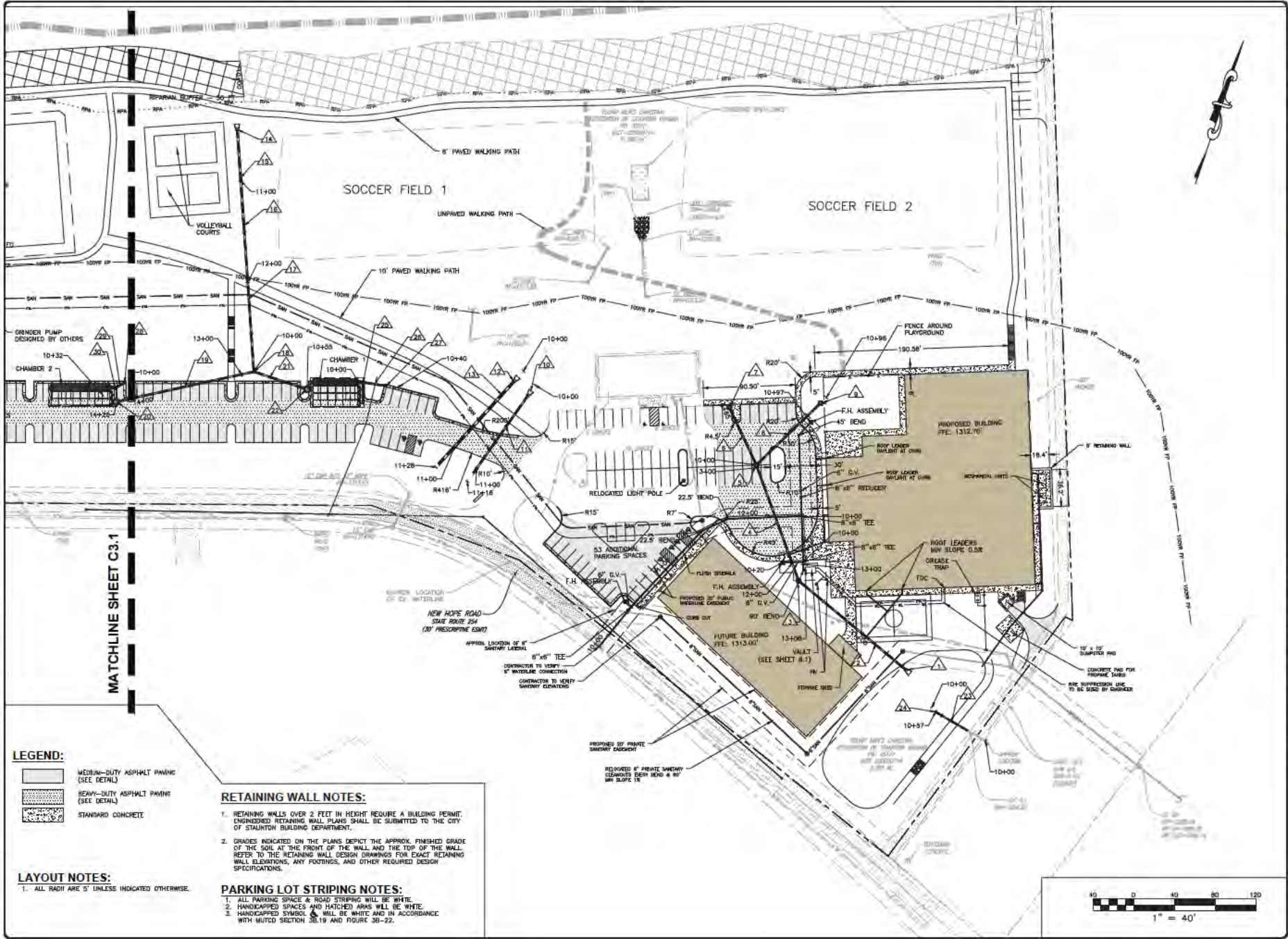
FY 2021 started with reduced budgetary revenues due to the COVID-19 shutdowns, but the FY 2022 budgetary base was increased by over \$6M because of ARPA appropriations. Overall, the comparison revenues are remarkably close with a variance of just \$3,400. Sales tax is up \$90,000 over the same time last year, meals tax \$335,000. Lodging revenue is up \$143,000. The City is roughly \$700,000 to \$750,000 above forecasted budgeted revenues.

On the expense side the City has posted nine \$9,837,000 or 14.4% of the annual appropriation. From a percentage basis this has been skewed downwards by one- and one-half points with the appropriation of the ARPA funds. Expenditures at this point in FY 2021 were 17.3% of the appropriation and in FY 2020, 16.3%.

For year-on-year expense variances is up \$94,000; Government admin posted an additional \$42,000 spread out through multiple departments; Judicial admin was up \$113,000, driven by salaries and related benefits with the Sheriff and Commonwealth's Attorney offices. Public Safety posted an additional \$114,000 was driven by the Police Department and Middle River Regional Jail expenditures and were partially offset by savings in the Fire Department and the timing of the invoice for the Shenandoah Valley Juvenile Center. Public Works up \$185,000 primarily driven by the Berkeley Place wall repair. Parks and Recreation up \$150,000. In the area of Planning and Community Development, there is a decrease of \$473,000 compared to last year, same time, which

Revised 2-28-2022





BALZER & ASSOCIATES
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley
Shenandoah Valley
www.balzer.cc
104 Industry Way
Suite 100
Staunton, VA 24401
540.246.0035

575 NEW HOPE ROAD

LAYOUT & UTILITY PLAN

STATION NUMBER RANGE: 10+00 TO 10+97

DRAWN BY	STP
DESIGNED BY	STP
CHECKED BY	WBM
DATE	10/22/2020
SCALE	1" = 40'

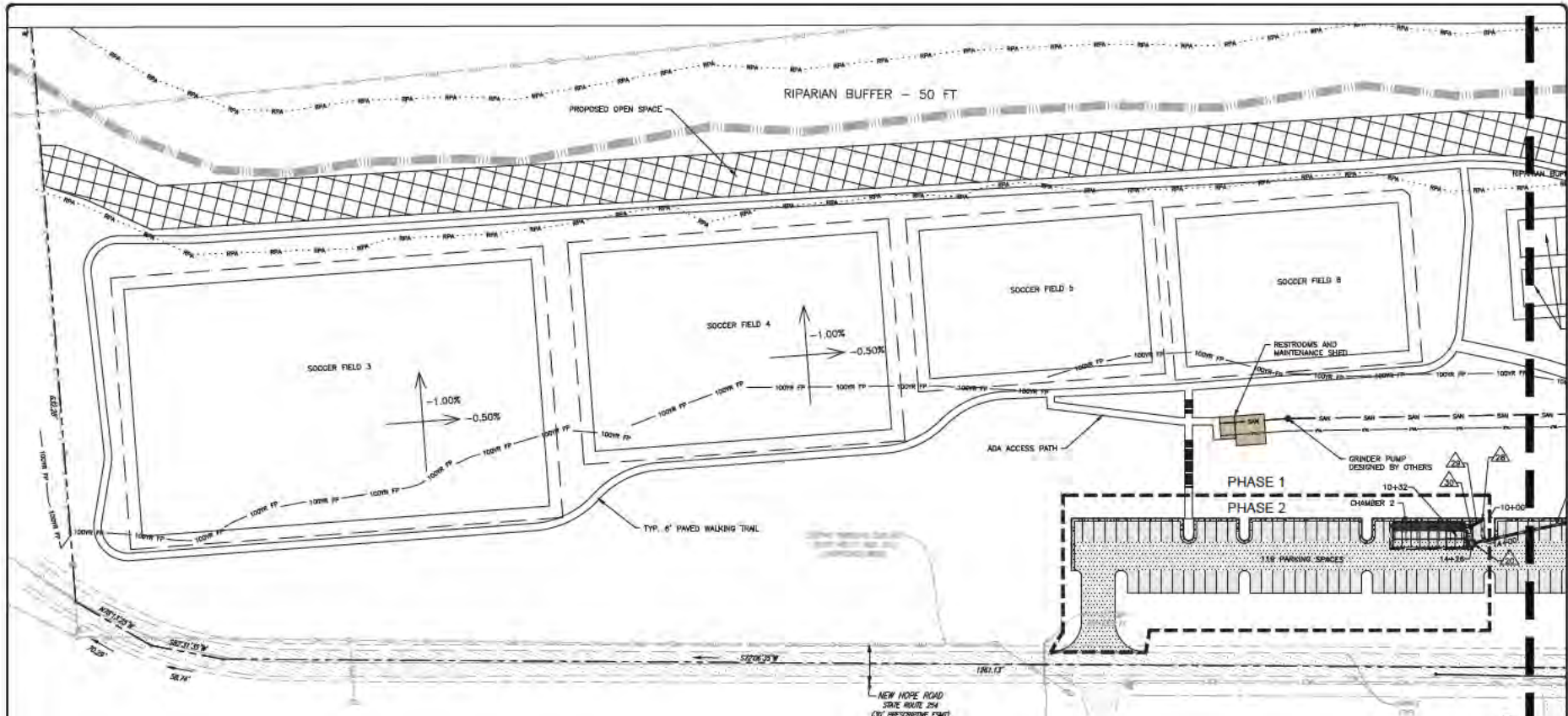
C3.0

PROJECT NO. 16076768



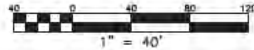
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104 Industry Way
Suite 100
Staunton, VA 24401
540.246.0035



Utility Notes:

- CONTRACTOR SHALL CONTACT THE CITY OF STAUNTON DEPARTMENT OF CITY ENGINEERING OFFICE (540-332-3858) IMMEDIATELY UPON DISCOVERY OF EXISTING WATER AND SANITARY SEWER INFRASTRUCTURE THAT DIFFERS FROM THE PLANS.
- CONTRACTOR SHALL NOTIFY THE CITY OF STAUNTON DEPARTMENT OF CITY ENGINEERING OFFICE (540-332-3858) A MINIMUM OF 48 HOURS PRIOR TO THE FOLLOWING CONSTRUCTION INTERVALS TO COORDINATE, ARRANGE, AND SCHEDULE FOR INSPECTIONS AND TAPS:
 - PRIOR TO PROPOSED TAPPING OF WATER MAINS.
 - PRIOR TO BACKFILLING WATER AND SEWER LINES AND APPURTENANCES.
 - PRIOR TO ANY WORK ON THE SEWER MANHOLE.
 - PRIOR TO CONSTRUCTION SUBSTANTIAL COMPLETION.
- CONTRACTOR SHALL CONTACT THE CITY OF STAUNTON DEPARTMENT OF CITY ENGINEERING OFFICE (540-332-3858) A MINIMUM OF 48 HOURS PRIOR TO ANY SHUT-OFF OF WATER OR SANITARY SEWER SERVICE TO EXISTING CUSTOMERS OR SYSTEM MAINS.
- CONTRACTOR SHALL CONTACT THE CITY OF STAUNTON DEPARTMENT OF CITY ENGINEERING OFFICE (540-332-3858) A MINIMUM OF 2 WEEKS PRIOR TO CONSTRUCTION TO DISCUSS AND SELECT THE EXACT LOCATION OF PROPOSED UTILITY SERVICES. CONNECTION FEES SHALL BE PAID TO THE CITY PRIOR TO CONSTRUCTION OF SERVICE LINES AND APPURTENANCES.
- CONTRACTOR SHALL EXCAVATE, FULLY EXPOSE, AND PREPARE THE WATER MAIN FOR TAPPING, AS WELL AS EXCAVATE THE TRENCH UP TO AND INCLUDING THE SITE FOR THE PROPOSED METER. CITY WILL CONDUCT THE ACTUAL TAP AND WILL INSTALL THE SERVICE LINE FROM THE MAIN UP TO AND INCLUDING THE METER USING MATERIALS (CORROSION STOP, WATER SERVICE PIPING, METER BOX, METER, ANGLE VALVE, EXPANSION WHEELS, METER YOKE, AND CHECK VALVE) SUPPLIED BY THE CITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMAINDER OF CONSTRUCTION OF THE DOMESTIC WATER SERVICE LINE FROM THE MAIN TO THE METER INCLUDING BACKFILL, COMPACTION, AND SURFACE RESTORATION, AND FOR ALL REQUIRED MATERIALS AND CONSTRUCTION FOR THE ON-SITE, PRIVATE WATER SERVICE LINE AFTER THE METER IN ITS ENTIRETY.
- CONTRACTOR SHALL COMPLETE ALL SEWER WORK SHOWN ON THE PLANS.
- TESTING OF GRAVITY SEWER LINES AND MANHOLES SHALL BE IN ACCORDANCE WITH SECTION 107.4 OF THE CITY DESIGN AND CONSTRUCTION STANDARDS AND MUST SUCCESSFULLY PASS S&P TESTING PRIOR TO FINAL ACCEPTANCE.



LAYOUT NOTES:

- ALL RADI ARE 5' UNLESS INDICATED OTHERWISE.

PARKING LOT STRIPING NOTES:

- ALL PARKING SPACE & ROAD STRIPING WILL BE WHITE.
- HANDICAPPED SPACES AND HATCHED AREAS WILL BE WHITE.
- HANDICAPPED SYMBOL & WILL BE WHITE AND IN ACCORDANCE WITH MUTCD SECTION 3B.19 AND FIGURE 3B-22.

MATCHLINE SHEET C3.0

575 NEW HOPE ROAD
LAYOUT & UTILITY PLAN II

DRAWN BY: STP
DESIGNED BY: STP
CHECKED BY: WBM
DATE: 05/02/2025
SCALE: 1"=40'

C3.1
PROJECT NO. 16070708

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	November 11, 2021	Staff Member(s): Rodney Rhodes Tim Hartless
Item #	D	
Department:	Community Development Planning and Zoning Division	
Alignment with Staunton Plan:	Strategic Area: Built Environment	
Subject:	Public Hearing and Consideration of a Request by Staunton/Augusta YMCA for a Special Use Permit for 575 New Hope Road (PIN #10377) Under the Provisions of Subsection 18.20.030(9), Uses Permitted on Review, of Chapter 18.20, R-1, Low Density Residential District, of Title 18, Zoning, of the Staunton City Code*	

Background: Staunton-Augusta YMCA is requesting a Special Use Permit to use property located at 575 New Hope Road for recreational purposes. The property consists of approximately 35 acres and is currently developed with a farm house, barn and accessory buildings. According to the applicant, these buildings would be demolished to make way for development of the new facility. The property is located on the north side of New Hope Road near the location of the former City sewage treatment plant and the John Lewis Farm and homestead. Property to the east is used by Stuart Hall School as the school athletic fields. An attached map (Attachment 3) shows the surrounding uses. The property is zoned R-1, Low Density Residential District and has a considerable amount of area in the floodplain (Attachment 2, Map of Floodplain). The property to the north and to the east, with the exception of the City sewage treatment site, is part of the Bell's Lane Agricultural-Forestal District. The area was

annexed into the City in 1986.

Staunton-Augusta YMCA is requesting a Special Use Permit to use the property as a day camp in the summer and an outdoor recreation area. This type of use is permitted in R-1 zoning, but only by Special Use Permit. Attachment 1, supplied by the applicant, includes a letter explaining the intended use as well as a conceptual plan.

Analysis: Development of this facility will likely occur in two phases. The first phase would be the construction of the outdoor recreation facilities and parking so that the YMCA can offer camp in the summer of 2022. The second phase would include the construction of the buildings onsite.

The Zoning Code does not establish any criteria to be used in evaluating applications for "Recreation Uses not Operated for Gain". In evaluating the application, staff looked at a number of factors:

- The impact of the recreational use on the surrounding properties.
- Traffic impacts on New Hope Road.
- The existence of the Floodplain and development potential of the property.
- The Comprehensive Plan "Land Use Guide, Future Land Use Map"

As previously noted, the surrounding properties include a mixture of uses, including agricultural, industrial, religious and single-family residential on large lots. Although a recreational facility of this size will impact the area, due to the seasonal and daytime only use of the facility, these impacts should be limited.

The zoning code does not include a required parking calculation for this type of use. Section 18.125.010 (3) states "For uses not specifically mentioned herein, off-street parking requirements shall be interpreted by the Planning Commission." The applicant has proposed 54 parking spaces onsite. The calculation is as follows:

2 spaces per every 3 employees normally engaged in or about the grounds.
(2 shifts of 25 counsels + 10 support staff = 35 employees engaged at one time
(35 employees, divided by 3, multiplied by 2) = 24 parking spaces

This leaves an additional 30 parking spaces to be used by visitors and by parents dropping off and picking up children. (250 campers, divided by 30 spaces = approximately 1 space for each 8 campers)

This calculation is very similar to what the zoning code requires for a daycare. Staff considers the proposed parking plan adequate for the intended use and recommended approval by the Planning Commission.

Initially, the applicant had expressed an interest in having shared parking with Staunton Alliance Church, located across New Hope Road. At the Planning Commission meeting of October 21, the applicant stated they are no longer interested in shared parking and will provide all required parking on site.

Staff requested that the applicant conduct a turn lane warrant analysis to determine if a turn lane needs to be installed on New Hope Road. Timmons Group conducted an analysis and based on their determination a turn lane is not necessary. The City Engineer has reviewed their analysis and methodology and is in agreement.

The existence of the extensive amount of floodplain on the property would greatly hinder the developability of the land. The use of the area for recreational purposes is a highly compatible use in a floodplain.

An attached map (Attachment 5) illustrates the zoning surrounding the site. Zoning to the north and south is I-1, Light Industrial District. Zoning to the east is R-1, Low Density Residential District. Zoning to the west is R-1, Low Density Residential District and B-3, Planned Business District (Stuart Hall Athletic Fields).

The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Future Land Use Map (Attachment 4) designates this area as Conservation/Recreation/Open Space and Low Density Residential. The Future Land Use Map is generalized and not property specific and the requested Special Use is consistent with the Conservation/Recreation/Open Space designation. Furthermore, the proposal is supported by the following recreation objectives of the *Comprehensive Plan*:

- Provide appropriate facilities and programs to adequately meet the recreational needs of the community.
- Continue to support and provide facilities for active and passive recreation activities that provide opportunities for social interaction.
- Work with the local YMCA and similar organizations to provide joint programs and to supplement resources.
- Continue to support the network of parks; small and large.

Planning Commission Recommendation:

At the October 21, meeting, Planning Commission conducted a public hearing. During the public hearing no one spoke in opposition to the request. On a 5-0 vote, the Commission unanimously voted to approve the parking requirement of 54 spaces and recommend approval of the proposed Special Use Permit with the following conditions:

1. All structures or uses within the floodplain must comply with the Floodplain regulations set forth in SCC title 18.170.
2. A sight distance analysis will be required. The relatively short distance to the curve in New Hope Road may require a different location for the entrance to the site than what has been shown on the conceptual plan, depending upon the sight distance determination. If the sight distance analysis, in the opinion of the City Engineer, requires a different location for the entrance, the landowner shall work with the City Engineer to relocate the entrance from the location depicted on the concept plan.
3. The 54 parking spaces determined to accommodate the use of the site shall be provided onsite and all arrival and departure activities for campers shall also be done onsite.
4. A site plan will be required prior to construction. If construction is phased, a separate site plan may be necessary for each phase.
5. The athletic fields shall not have stadium style illumination.

Attachment(s):

Attachment 1—Application and Supporting Documents

Attachment 2—575 New Hope Road Floodplain

Attachment 3—Surrounding Uses

Attachment 4—Vicinity Map – 575 New Hope Rd.

Attachment 5—Current Zoning – 575 New Hope Rd.

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the Special Use Permit with the conditions as recommended by the Planning Commission.

City Manager: Steven L. Rosenberg



Current Zoning: 575 New Hope Rd

Attachment 5



Zoning

B-1
B-1(conditional)
B-2
B-2(conditional)

B-3
B-5
HE-1
I-1

I-1(conditional)
I-2
I-2(conditional)
I-3(conditional)
P-1

P-1(conditional)
R-1
R-2
R-2(conditional)
R-3

R-3(conditional)
R-4
R-4(conditional) outline
TND-I (conditional) outline
Traditional Residential Development District

Additional Layers

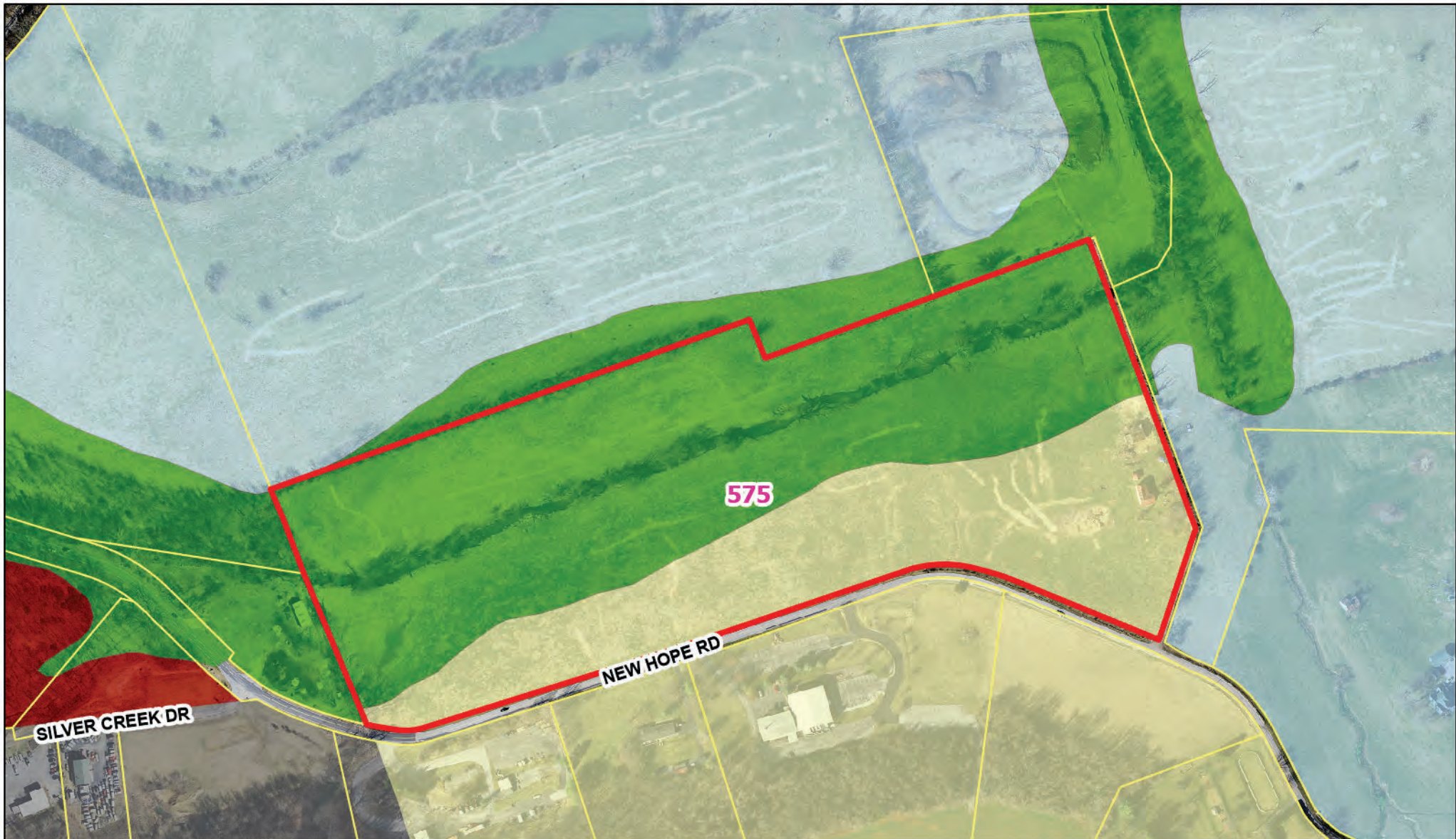
Lot_Lines
Selected Property



0 150 300 600 Feet

Future Land Use: 575 New Hope Rd

Attachment 6



Future Land Use

- CONSERVATION/RECREATION/OPEN SPACE
- PLANNED FARM DEVELOPMENT
- PUBLIC/SEMI-PUBLIC

- LOW DENSITY RESIDENTIAL
- LOW DENSITY PLANNED RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- MEDIUM DENSITY PLANNED RESIDENTIAL
- HIGH DENSITY RESIDENTIAL

- TRADITIONAL NEIGHBORHOOD DEVELOPMENT
- LOW DENSITY PLANNED RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PROFESSIONAL

- PLANNED BUSINESS
- BUSINESS
- PLANNED INDUSTRIAL
- LIGHT INDUSTRIAL
- HEAVY INDUSTRIAL

Additional Layers

- Lot Lines
- Selected Property



0 150 300 600 Feet