

**Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
June 25, 2026
5:00 p.m.**

- | | | |
|------------------|-----------|---|
| 5:00 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 5:05 p.m. | 2. | Update on City Council Strategic Environmental Initiatives |
| 5:20 p.m. | 3. | Update on Tunnel and Street Repairs on Johnson Street, Byers Street and New Street |
| 5:45 p.m. | 4. | Update on Economic Mobility Initiative (Staunton Connect) |
| 6:10 p.m. | 5. | Closed Meeting for the Provision of Legal Advice Related to Alley Vacations and Election Law as well as the Discussion of a Public Contract (Includes Dinner Break Until Regular Meeting at 7:00 p.m.) |

**Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
June 25, 2026
7:00 p.m.**

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Campbell

Proclamation—Lyme & Tick-Borne Disease Awareness Month

Mayor's Report

Additional Items by Members of Council

REGULAR MEETING

A. Consent Agenda

A.1. Approval of Minutes

Work Session and Regular Meeting of May 28, 2026

Special Meeting of June 3, 2026

A.2. Consideration of an Ordinance to Amend the FY2026 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three

A.3. Authorization for the City to Acquire Potential Parkland

All items will be voted on in one (1) motion. If so requested by any member of Council, an item placed on the consent agenda shall be removed and taken up as a separate matter at the end of the Regular Meeting.

B. Public Hearing and Consideration of a Request by Almarode, LLC, to Vacate, Discontinue, and Abandon a Portion of Unaccepted Anthony Street Lying Between 107 National Avenue and 111 National Avenue*

C. 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-1C, Professional District Conditional*

D. 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”*

- E. 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 Uses Permitted on Review***

Matters from the City Manager

Matters from the Public*

Adjournment

***Public Participation** For instructions on how to participate in a Public Hearing and Matters from the Public portions of the City Council meeting visit www.staunton.va.us/council.

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	City Council
Item #	1	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Integrity Engagement	
Subject:	Work Session and Regular Meeting Agendas	

Background: Consistent with Procedural Memorandum No. 3, attached are draft meeting agendas for City Council's consideration and for approval as Council prefers.

Suggested Motion: I move to approve the Work Session agenda and the Regular Meeting agenda [as presented] [with the following changes: as to the Work Session, the addition/deletion of _____; as to the Regular Meeting, the addition/deletion of _____].

City Manager: Leslie Beauregard

CITY COUNCIL



Staunton, Virginia

AGENDA BRIEFING

Meeting Date:	June 25, 2026	Josh Knight Engagement & Communications Manager
Item #	2	
Department:	City Manager’s Office	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Environmental Consciousness; Engagement, Excellence Strategic Area: A Resilient & Sustainable Community	
Subject:	Update on City Council Strategic Environmental Initiatives	

Background: As part of the FY 2027 Adopted Budget, City Council allocated **\$15,000** of dedicated revenue derived from the local cigarette tax adjustment (increasing from \$0.30 to \$0.40 per pack) specifically to support and develop education and pilot programs that enhance the city's livability and serve as a model of environmental sustainability. This strategic allocation directly aligns with the Staunton Plan goal of building a Resilient and Sustainable Community.

An initial framework for this initiative was presented to City Council during the April 9, 2026 budget work session. Since that presentation, staff has been actively engaged in research, discovery, and exploration to design a waste diversion program that maximizes landfill weight loss while carefully protecting municipal staff resources. This working group is collaborative and cross-departmental, bringing together the City Manager's Office, Public Works Department, and local environmental stakeholders.

The discovery phase has focused on identifying high-impact efficiencies and evaluating front-line constraints:

- **Operational Capacity:** Staff conducted internal evaluations regarding frontline capacity at the City Recycling Center. To respect existing labor limits and address sorting constraints without expanding municipal headcount, staff is exploring a targeted volunteer integration strategy. Staff intends to connect with local schools and civic groups to coordinate student volunteer opportunities, specifically targeting high-traffic Saturday hours when students are available to assist with public sorting education and stream quality.

- **Logistical Equipment Innovations:** Public Works is currently evaluating a major internal logistical adjustment to repurpose an outgoing trash truck to compact and haul #1 plastics. This equipment workaround mimics our highly successful current cardboard model and is projected to reduce plastic hauling frequencies from three times per week to once every nine weeks—generating a direct municipal savings of **\$3,500 to \$4,000 per month** in hauling fees.
- **Regional & Stakeholder Research:** Staff has held productive programmatic discussions with local pioneers *Shenandoah Green* and regional processor *Black Bear Composting* to analyze the logistics of organic waste diversion. Additionally, staff is connecting with peer sustainability and refuse managers at the City of Harrisonburg to study their regional drop-off workflows, downtown cardboard programs, and recent routing software transitions.
- **Cigarette Butt Recycling Pilot:** Launch a localized pilot by purchasing 2 to 3 specialized collection receptacles to place in heavy-foot-traffic test areas, such as the Public Library, the new Courthouse, or the Lewis Street Hub. To keep initial pilot costs low and minimize financial risk, the city will purchase units individually at \$133 per unit (with the opportunity to capture bulk pricing at \$110 per unit in a 6-pack if scaled). This pilot will evaluate resident utilization and hardware durability against frontline concerns regarding dumping or vandalism. The city would leverage a zero-cost recycling pipeline through TerraCycle to divert the material from the landfill stream.

The first phase of this sustainability initiative will focus heavily on public education, instructional infrastructure, and low-risk pilots to rebuild public trust and drive clean sorting habits.

Josh Knight, Engagement and Communications Manager, will provide City Council with an overview of the waste diversion framework, including internal operational findings, upcoming physical and digital educational tools and next steps.

Attachments: Staff presentation will be posted prior to the work session.

City Manager's Recommendation: Review, discuss and provide feedback to staff on environmental initiatives.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Lyle Hartt City Engineer
Item #	3	
Department:	Public Works/Engineering	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Area: A Resilient and Sustainable Community; An Economically Vibrant Community	
Subject:	Update on Tunnel and Street Repairs on Johnson Street, Byers Street and New Street	

Background: In response to the identified tunnel and street repairs needed downtown and at the Wharf following the August 2020 floods, the City developed a comprehensive strategy that addresses fixing the infrastructure and mitigating the impacts on the City's residents and businesses. A summary of previous updates can be found in **Attachment 1**.

Tunnel and Street Repairs – Update and Timeline

- Tunnel beneath **Byers Street** – February 2026 – August 2026
- Tunnel beneath **West Johnson Street** – August 2026 – Spring 2027
- Tunnel beneath **New Street** – June 2026 – Fall 2026

Byers Street Update – Construction began on the Byers Street work area in February and continues. Sewer relocation work was completed in April, and all parts of the existing tunnel structure that is to be replaced have been removed. The concrete foundations and stem walls have been completed on both the north and south sides. (The stem walls are what will directly support the upper precast sections.) The fabrication and curing of the precast sections are being completed off-site, with delivery anticipated for mid-July. Work at the Byers Street site will slow temporarily as the crew prepares the substructure for the arrival of this final structural

element.

Due mainly to the more favorable spring weather, the work has moved along faster than originally scheduled. The Byers Street work is anticipated for completion in August, at which time the street will be reopened to traffic. Byers Street will be utilized as an eastbound detour route for non-truck traffic during the Johnson Street work phase, and will be reopened as one-way to accommodate this. Most, if not all, on-street parking on Byers Street will remain available for use at that time. Additionally, most of the eastern side of the Wharf will reopen for parking, and be reconnected to the western side.

New Street Update – The contractor plans to accelerate the work on the New Street site and will begin work there the week of June 29, following the last of the steam train excursions. This work is being advanced to take advantage of favorable weather and reduce the chances of schedule delays resulting from a harsh winter.

The work at New Street may appear less dramatic, as it involves replacement of only the downstream-most segment of the bridge deck / tunnel ceiling, and does not require replacement of the tunnel walls. During construction, traffic will be allowed to continue through this section of South New Street; however, the work zone will occupy the roadway and sidewalk on the left side of the street and will impact on-street parking on this block. Eleven (11) on-street parking spaces along South New Street will be unavailable during this work, as will up to 20 spaces in the western portion of the RMA lot. This portion of the RMA lot will be fenced off and used by the contractor for their laydown yard and staging area. Thus, up to 31 parking spaces will be temporarily out of service during the New Street work, as shown in **Attachment 3**. Of these 31, it should be noted four (4) are blocked off already due to the safety concern of the compromised structure. Additional parking will continue to be available in the nearby New Street Parking Garage.

The work on New Street will continue concurrently while the Byers Street work is finished and as Johnson Street work begins. Once Byers Street is reopened, that crew will transition to Johnson Street. The New Street work is expected to be completed late this fall.

Johnson Street Update – In the coming weeks, the four trees along Johnson Street on the west side of the Wharf will be removed. This will likely take a couple days and will be while the Byers Street work is still underway. The tree removal is required prior to overhead utility line relocation, which will be required for installation of the new tunnel sections. The nine (9) parking spaces in the western Wharf adjacent to Johnson Street will be blocked off for construction on the days of tree removal. (These trees will be replaced with younger ones toward the end of the project.)

After the expected August reopening of Byers Street, the crew will mobilize at Johnson Street and the northern section of the western Wharf parking lot; as shown in **Attachment 4**. The contractor will occupy approximately 41 parking spaces in this area for their laydown and equipment staging site, and an additional four (4) spaces will be repurposed to allow for traffic flow in the remaining open section; however, most of the eastern side of the Wharf parking lot will have reopened, making available 54 more parking spaces for public use, in addition to the on-street spaces along Byers Street. For reference, there are currently (during Byers Street construction) a total of 115 parking spaces available in the Wharf and along Byers Street; during Johnson Street construction, a total of 147 parking spaces will be available. Parking in the Wharf lots will continue to be free during this time.

The larger scale drawing in **Attachment 4** shows the overall detour plan for the Johnson Street work. Central Avenue will remain open to vehicular traffic as it is now, the section of Johnson Street between Central and Augusta will be one-way eastbound. The contractor will provide barriers to protect pedestrian traffic along Central Ave at the intersection with Johnson. Pump-around equipment will also be set up along Central Ave just above the parking garage that may impact pedestrian travel; the contractor is working to come up with a configuration that maintains pedestrian access between the Wharf area, the Johnson Street garage, Beverley Street, City Hall, and the Police Department. This plan is still being prepared by the contractor for the City to review.

Once all traffic control and construction fencing is in place, excavation in Johnson Street will begin. After two gas lines, two sewer mains, and one water main are all relocated, the remainder of the tunnel to be replaced will be excavated. Additionally, a significant amount of debris accumulated at a current bottleneck of the tunnel will be removed. Next, the tunnel wall footers will be poured, cast-in-place stem walls constructed, precast upper sections “dropped” into place, and storm drains reconnected. And finally, the surface restoration at Johnson Street will commence, including sidewalk work, repaving, and landscaping/tree planting. As indicated above, this is expected to be completed in Spring of 2027.

Funding for the \$4,622,000 construction project is being provided through the Infrastructure Capital Improvements Fund established by City Council in the FY 2026 budget to address aging infrastructure needs, as well as proceeds from the sale of three parcels in Staunton Crossing.

Integral Considerations Before and During Construction

1. **Detours** – A solid detour plan will ensure that all directions of travel have a way around the closures and can access parking near the closure areas, and that truck traffic will be routed to streets that can accommodate their larger size and turning movements. We will also closely coordinate with our partners, including the BRITE system, our first responders and rescue squad, and ensure that Google Maps, WAZE, and other map applications are updated with closure and detour information.
2. **Wayfinding and Signage** – It will be critical to have in place effective wayfinding and signage not only to direct detours, but to direct those visiting downtown. Signage must be clear about parking, where foot traffic can access, and that businesses in and around the Wharf and on New Street remain open to the public. An internal wayfinding and signs committee has been put in place to help guide action around improving wayfinding and signage during construction.
3. **Pedestrian Access** – Elements of the Wharf placemaking will remain during the construction phases, and the area will continue to be an inviting place for pedestrians to travel through to get to Wharf businesses and to gather. The goal will be to limit confusion as much as possible for accessing Wharf businesses by foot.
4. **Feedback From and Support of Businesses** – The City continues to host monthly stakeholder meetings with Wharf businesses and property owners that began in April. These meetings are for sharing updates on the upcoming repairs and changes to the Wharf area and to discuss concerns raised by stakeholders. These meetings continue to be valuable to keep a direct line of communication and to build up a framework for ongoing collaboration during the construction process.

- 5. Plan of Communication** – The City will maintain transparent, ongoing communication throughout the Wharf Tunnel Repairs project through multiple channels. A dedicated [project page](#) on the City website will serve as the central hub for information, featuring project timelines, progress updates, construction photos, and answers to frequently asked questions. Leading up to each construction phase, the City will issue news releases detailing upcoming work, expected duration, and any impacts to traffic flow, parking availability, and pedestrian access. These updates will be distributed to local media and shared on the City's social media channels for broader reach.

Attachments:

Attachment 1—Background: Recent History of Flooding in The Wharf, Remediation Efforts and Response to Tunnel Structural Issues

Attachment 2—Map of Areas of Immediate Repair

Attachment 3—New Street Parking Impacts

Attachment 4—Traffic Plan for Johnson Street

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard

Background

Recent History of Flooding in The Wharf, Remediation Efforts, and Response to Tunnel Structural Issues

In August 2020, two devastating floods, two weeks apart, impacted the City of Staunton, principally areas in downtown and at the Wharf.

At the **September 10, 2020** City Council meeting, staff briefed City Council. A main takeaway from that meeting was that City staff, wanted to commence urgent exploration of measures to improve the City's flood resilience. And at that meeting, staff was directed to engage a consultant to perform a hydrologic and hydraulic study of the city and present possible mitigation projects that could alleviate future flooding.

Staff returned to City Council on **May 27, 2021** with the findings of the hydrologic and hydraulic study conducted by Wiley|Wilson. Most of the potential solutions presented were determined to not be feasible to pursue. Examples of impractical solutions included removing historic buildings that sit over the creeks, entirely replacing sections of the tunnel, adding additional tunnels, building a stormwater pump station, and creating flood control ponds. The projects that would provide the most benefit were estimated to cost the City as much as \$62M.

- **Wiley|Wilson Flood Study**
<https://www.ci.staunton.va.us/home/showpublisheddocument/10330/637649730592370000>
- **Flood Study Appendix**
<https://www.ci.staunton.va.us/home/showpublisheddocument/10334/637649734860730000>
- **May 27, 2021 Presentation**
<https://www.ci.staunton.va.us/home/showpublisheddocument/10177/637577897268930000>.

Many of the engineered solutions presented in the study, while effective, were not achievable, given the city's limited fiscal resources. A team was assembled from various city departments and outside agencies to undertake a holistic approach to the problem. The team considered the study recommendations and other non-engineering solutions, and evaluated each based on the costs, effectiveness, and speed of implementation.

The team determined that it is impractical to entirely eliminate the impacts of events such as those that occurred in August 2020, but those impacts can be reduced and flood resiliency can be increased. At the **August 26, 2021** City Council meeting, staff returned with more feasible recommendations, specifically related to tunnel maintenance and improvements.

- **August 26, 2021 Briefing Memo—Possible Flood Mitigation Strategies**
<https://www.ci.staunton.va.us/Home/Components/MeetingsManager/MeetingAgenda/ShowPrimaryDocument/?agendaID=704&isPub=True&includeTrash=False>

Following this update and discussion, City Council made the decision to allocate a portion of American Rescue Plan Act funds towards flood mitigation efforts, which included **the study/design of addressing tunnel maintenance.**

The City of Staunton contracted with Wiley|Wilson in September 2024 for the tunnel maintenance study. The scope of work included a survey of the tunnel, hydraulic modeling updates, structural analysis of the tunnel, and design and preparation of contract documents for debris removal. One of the primary purposes of the updated modeling is to evaluate the conditions where Gum Spring Branch (often referred to as Peyton Creek) and Lewis Creek run underground. As structural engineers began to explore the tunnels, they identified some areas of concern with the structural integrity of the tunnel in several specific locations, primarily around the Wharf. At their strong recommendation, and out of an abundance of caution, on Friday, March 7, 2025, the city decided to limit traffic above those sections of the tunnel, which included limiting parking in the Wharf, closing a large section of Byers Street and blocking off the Police Department entrance to the Johnson Street Parking Garage.

City staff updated City Council on the situation and immediate response at the **March 13, 2025** City Council meeting, and returned on **April 10, 2025** with additional information on the structural issues, including photos of the impacted areas, the repair assessment and challenges, and news that no other areas of concerns had been identified in completion of the tunnel survey. Though, it was at this meeting that New Street was revealed to be an additional area that needed to be addressed and several parking spaces were blocked off as a result. Additional updates were given on **September 25, 2025, December 11, 2025, and January 22, 2026.**

March 13, 2025

- Staff Presentation
<https://www.ci.staunton.va.us/home/showpublisheddocument/12929/638774855050700000>
- Briefing Memo
<https://www.ci.staunton.va.us/Home/Components/MeetingsManager/MeetingAgenda/ShowPrimaryDocument/?agendaID=1591&isPub=True&includeTrash=False>

April 10, 2025

- Staff Presentation
<https://www.ci.staunton.va.us/home/showpublisheddocument/12973/638799108709970000>

- Briefing Memo
<https://www.ci.staunton.va.us/Home/Components/MeetingsManager/MeetingAgenda/ShowPrimaryDocument/?agendaID=1620&isPub=True&includeTrash=False>

September 25, 2025

- Staff Presentation
<https://www.ci.staunton.va.us/home/showpublisheddocument/13335/638944134452830000>
- Briefing Memo
<https://www.ci.staunton.va.us/Home/Components/MeetingsManager/MeetingAgenda/ShowPrimaryDocument/?agendaID=1746&isPub=True&includeTrash=False>

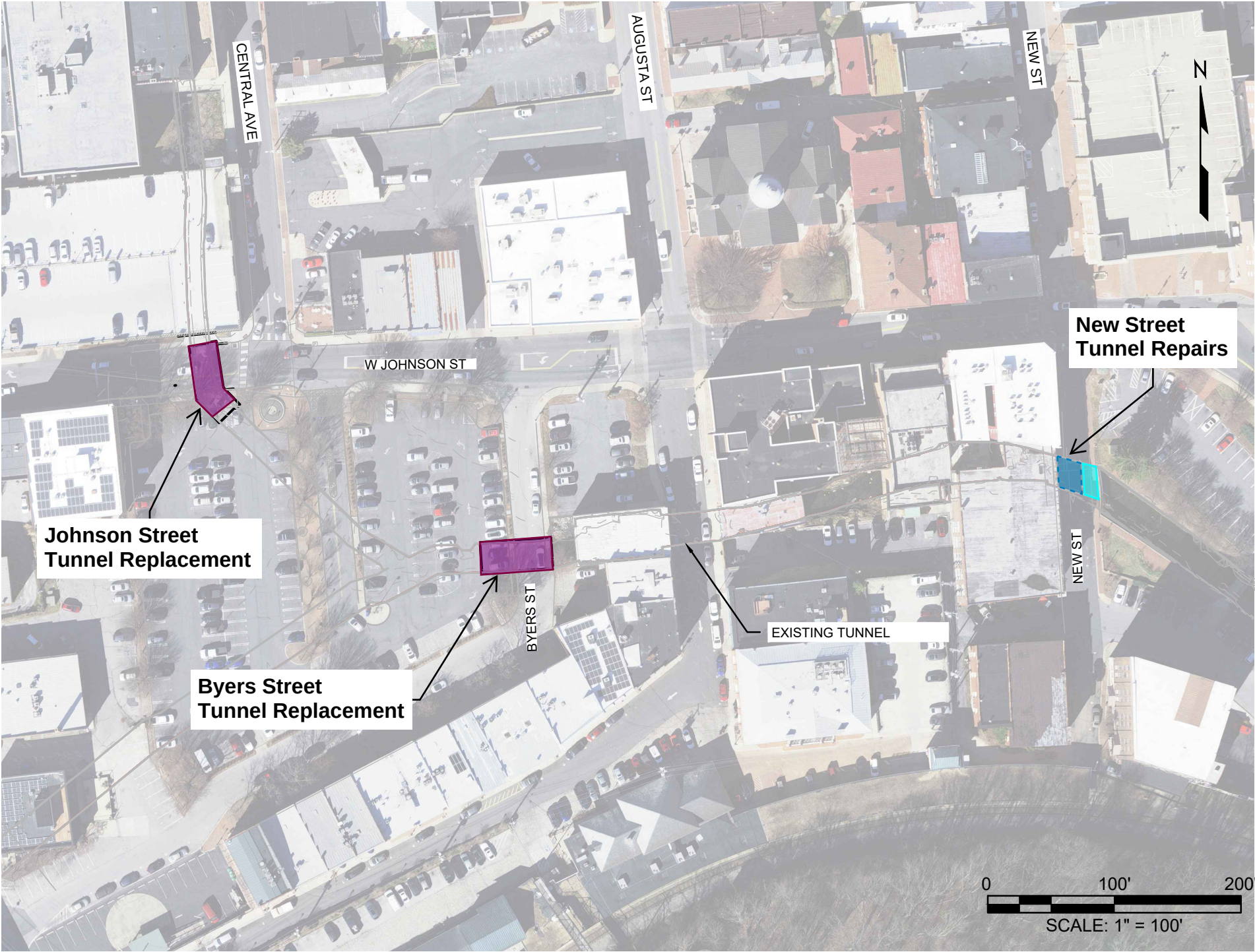
December 11, 2025

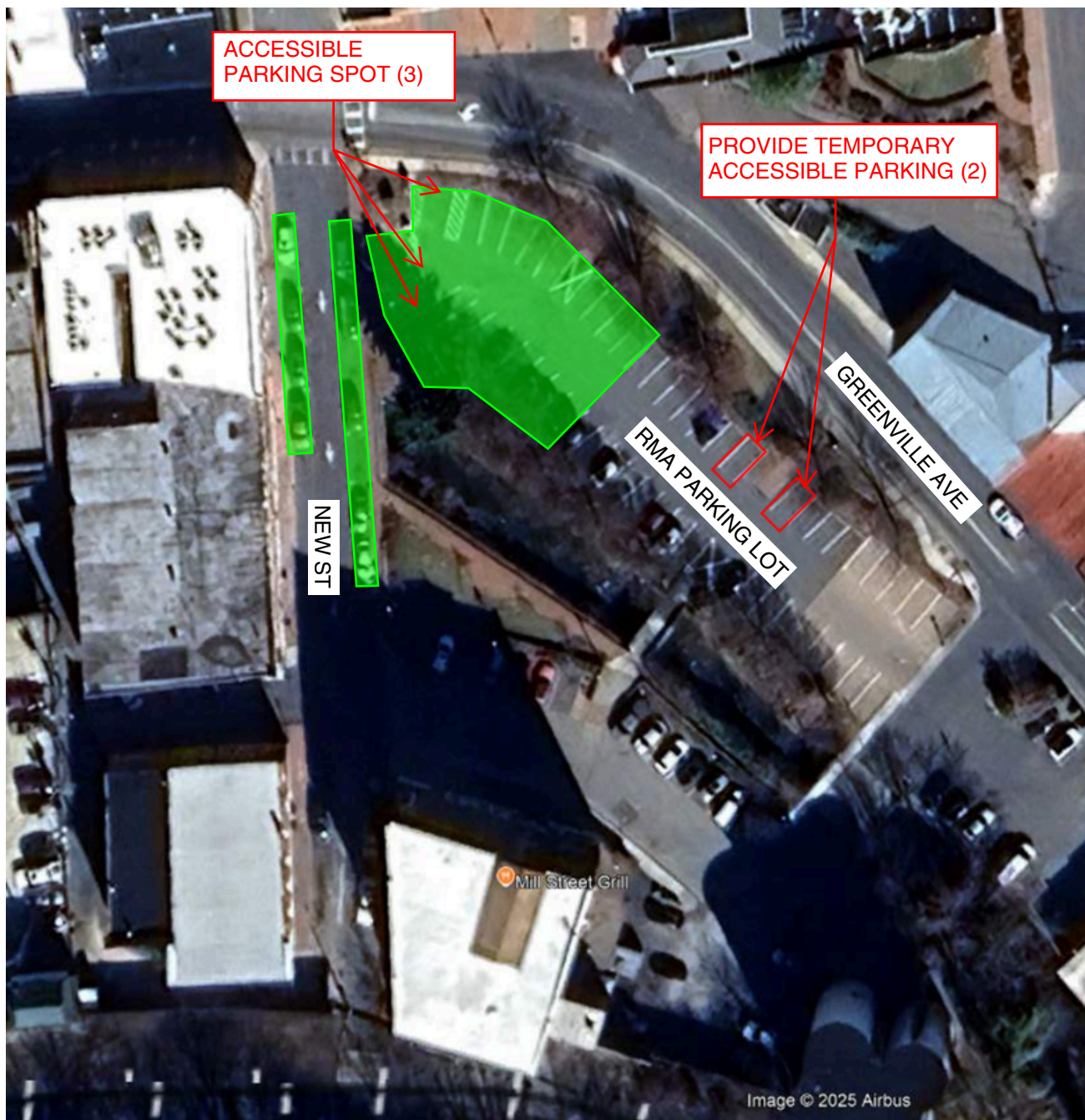
- Staff Presentation
<https://www.ci.staunton.va.us/home/showpublisheddocument/13444/639011236632300000>
- Briefing Memo
<https://www.ci.staunton.va.us/Home/Components/MeetingsManager/MeetingAgenda/ShowPrimaryDocument/?agendaID=1794&isPub=True&includeTrash=False>

January 22, 2026

- Staff Presentation
<https://www.ci.staunton.va.us/home/showpublisheddocument/13496/639047022438500000>
- Briefing Memo
<https://www.ci.staunton.va.us/Home/Components/MeetingsManager/MeetingAgenda/ShowPrimaryDocument/?agendaID=1821&isPub=True&includeTrash=False>

The City issued a bid advertisement for the repair work to the Byers, Johnson, and New Street tunnels in October; bids were opened on November 20, 2025. One bid was received by the city, submitted by Virginia Infrastructure from Lexington, VA. A contract for \$4,622,000 was executed with a date of December 10, 2025.



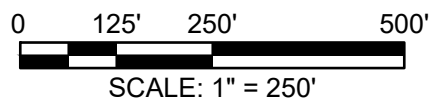


NEW ST SITE PARKING IMPACTS

- RMA parking lot: 17 standard, 3 accessible
- New Street Parking: 11 street parking spots (4 on west, 7 on east side of street)

CITY OF STAUNTON

TRAFFIC CONTROL - JOHNSON ST	
SHT. NO. C-601	REV. NO. 0



CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Anna Leavitt Economic Mobility and Opportunity Special Assistant
Item #	4	
Department:	City Manager’s Office	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Inclusion & Equity; Excellence; Engagement Strategic Areas: An Economically Vibrant Community; A Resilient and Sustainable Community; A Healthy Community; An Informed and Engaged Community	
Subject:	Update on Economic Mobility Initiative (Staunton Connect)	

Background: In January 2026, the City of Staunton hired an Economic Mobility & Opportunity Special Assistant through a grant via the ICMA/Gates Foundation Upward Mobility Framework initiative.

During the first six months, work focused on building the foundation for what has become ***Staunton Connect: Connecting Community to Opportunity***, a backbone coordination initiative designed to strengthen connections between residents, services, institutions, and opportunities that support economic mobility.

To date, the initiative has advanced along two parallel tracks: an internal track focused on data analysis, cross-departmental collaboration, and alignment of City systems and plans, and an external track focused on stakeholder engagement, community listening, and relationship building. This work has been conducted in close partnership with City departments and community organizations to ensure that future strategies are informed by both operational realities and resident experiences.

This update provides City Council with a summary of foundational work completed to date, key themes emerging from engagement efforts, and next steps as STAUNTON Connect moves from research and assessment into structured community co-design and the development of a Mobility Action Plan.

Attachment: Staff Presentation

City Manager's Recommendation: Not applicable.

Suggested Motion: Not applicable.

City Manager: Leslie Beauregard



Staunton Connect City Council Progress Update

June 25, 2026

Connecting Community to Opportunity

What This Update Covers

This update is organized around four areas of work & runs on **two simultaneous tracks**, both now underway.

1 Community Conditions

What the data tells us about who is not reaching economic security, and why.

2 Community Voice

Who we have heard from and the move into structured community co-design.

3 Systems Change

The internal and external work examining how City systems function.

4 Outcomes

The infrastructure outcomes produced in this foundation-building phase.

INTERNAL TRACK

Data, analysis, and City systems — building the picture and aligning staff.

EXTERNAL TRACK

Community engagement and co-design — reaching households we don't typically reach.

01

COMMUNITY CONDITIONS

What the data tells us

Staunton has services — but households in need are **not reaching economic security.**

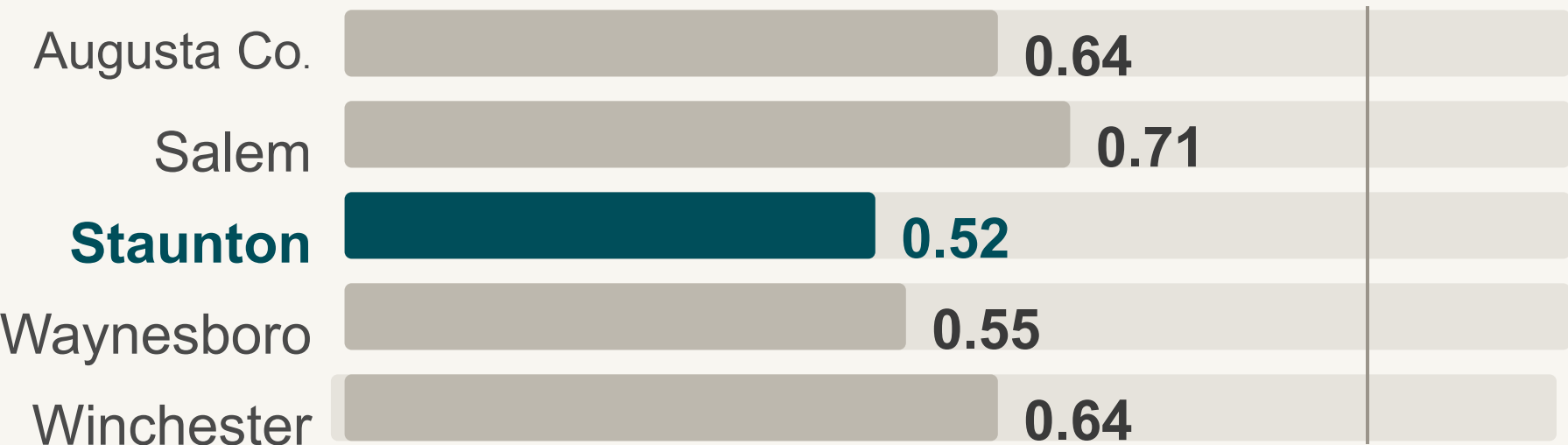
Understanding why required building a detailed picture of who they are and what stands between them and opportunity.

Staunton's wage gap is the defining challenge

The average Staunton job pays only **52 cents for every dollar** of basic living costs for a family of three — the lowest in the peer set.

Wages vs. cost-of-living ratio

Line marks 1.0 — where local wages cover basic living costs.



Adults with debt in collections

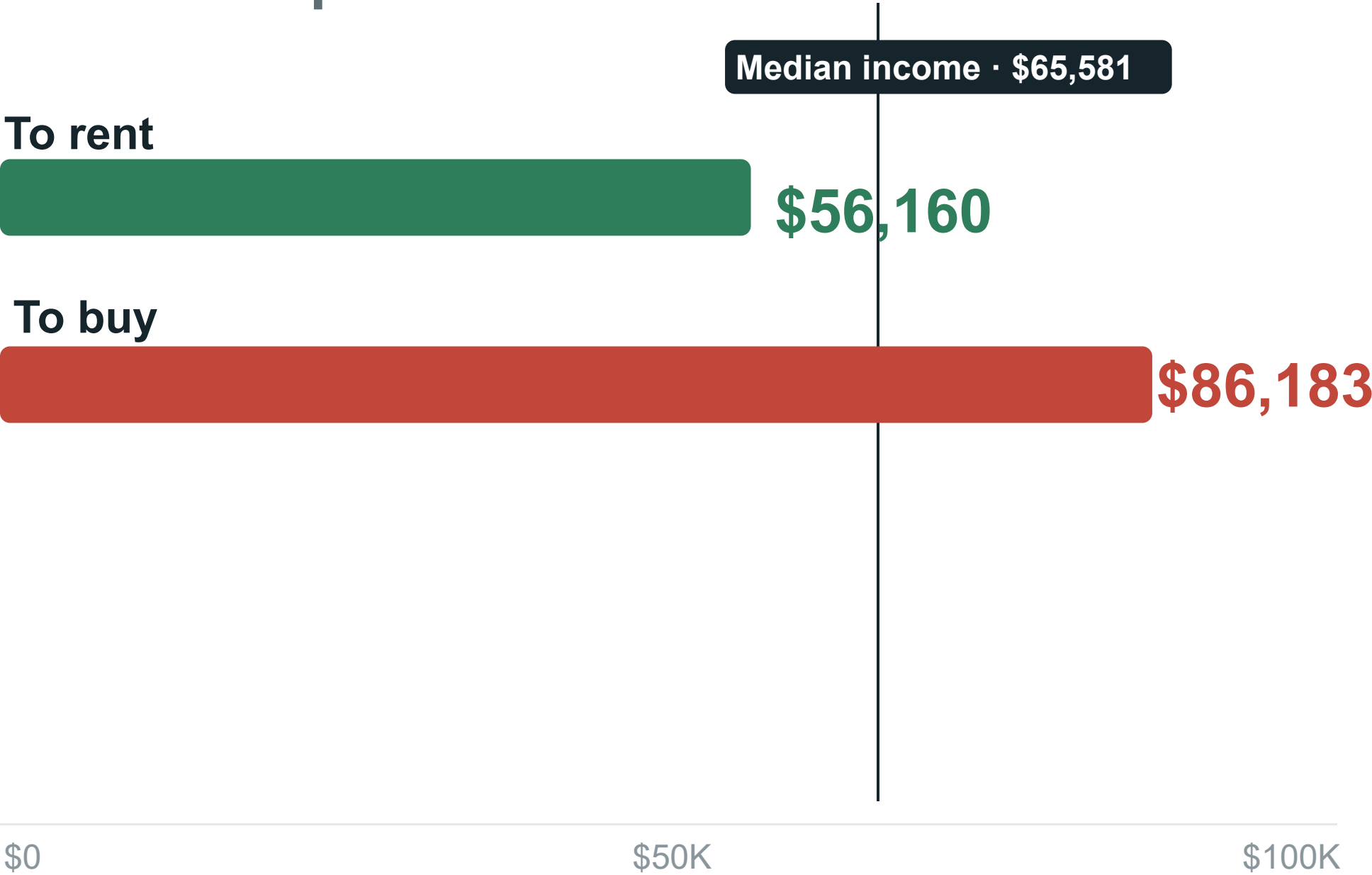


This is not a Staunton-specific challenge but a regional structural condition.

Source: Urban Institute, 2024 (wages); 2025 (debt). Wage ratio = average local wage ÷ MIT cost-of-living estimate, family of 3.

Renting vs. buying for a typical household

Income required at the 30% standard



Renting

Affordable

1.17

affordability index

Monthly cost

\$1,404

Income needed

\$56,160

Buying

Cost burden

0.76

affordability index

Monthly cost

\$2,155

Income needed

\$86,183

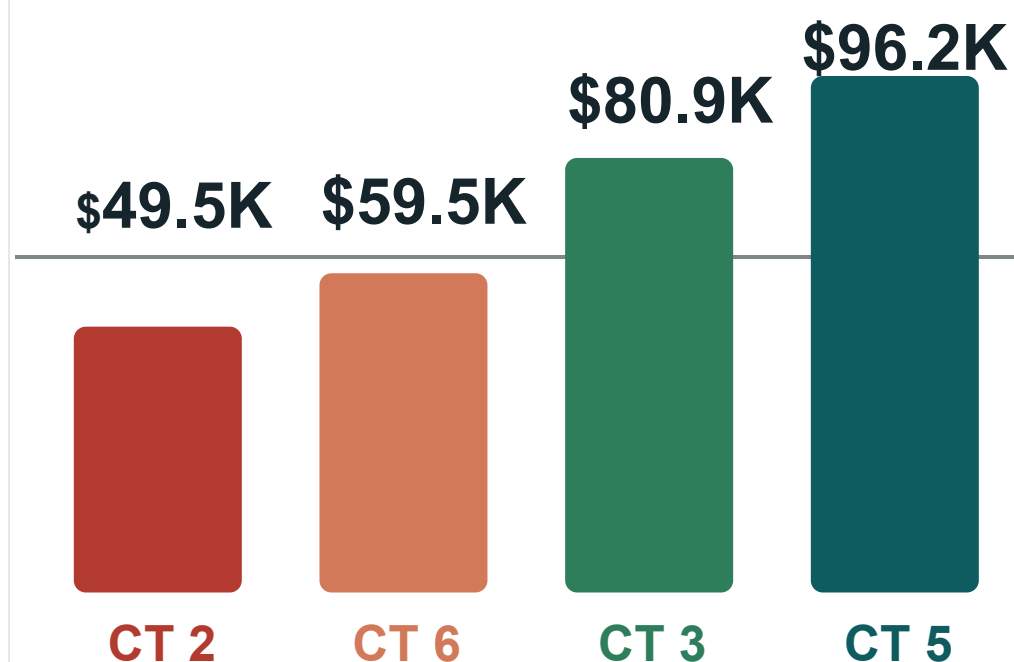
\$20,000 (plus) short — the gap between what a typical household earns and what buying requires.

Where you live shapes economic mobility

Inside one city, the odds of getting ahead diverge sharply by neighborhood. Staunton's two highest-need tracts trail its higher-opportunity tracts on the ladder to mobility.

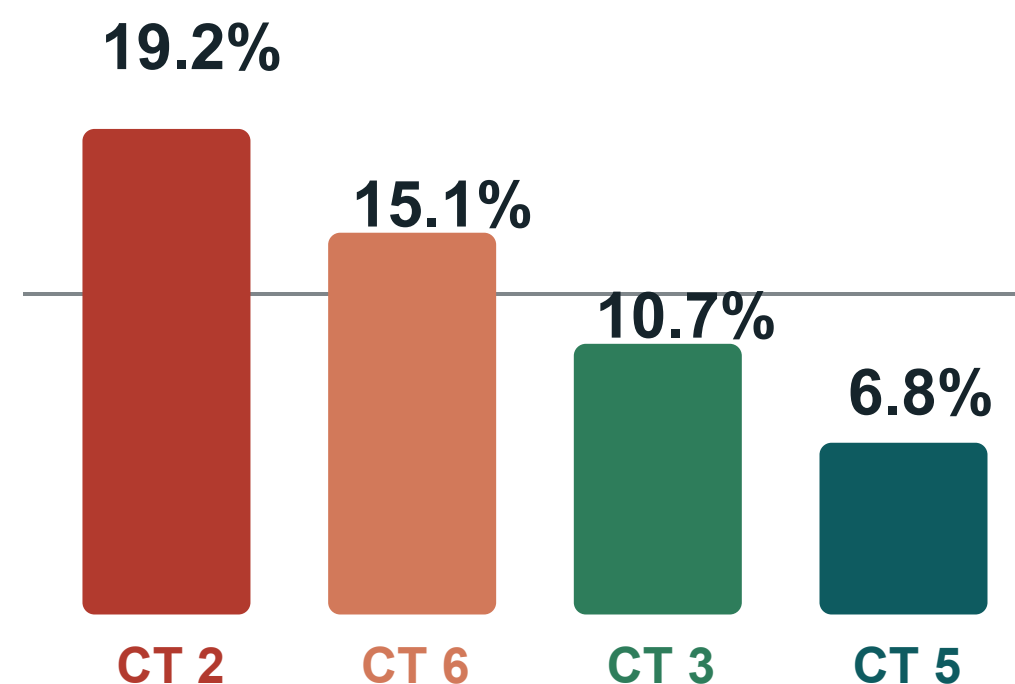
Higher = more opportunity

Median household income (City: \$62,048)



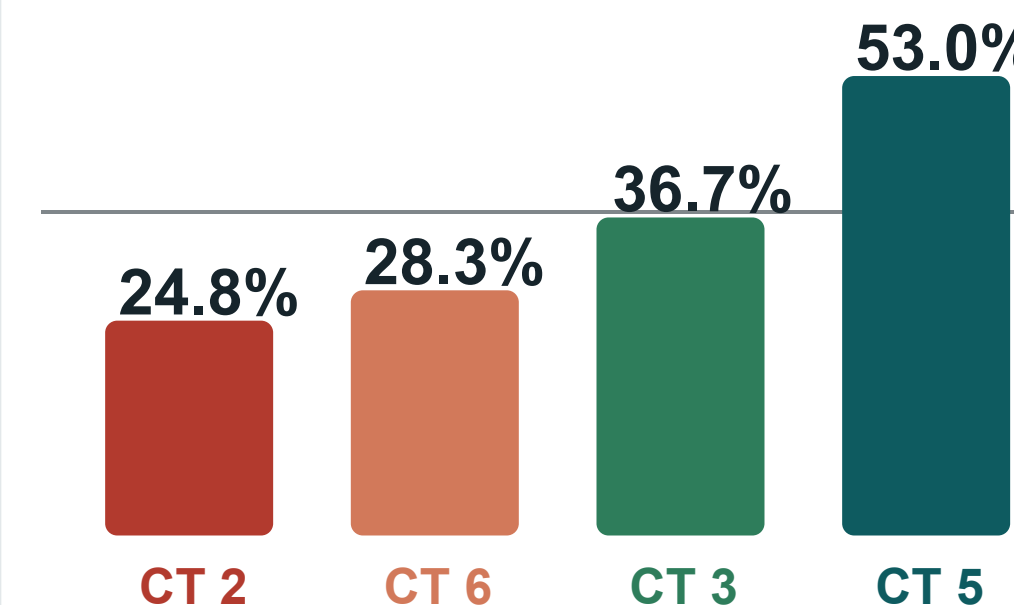
Lower = more opportunity

Poverty rate (City: 12.6%)



Higher = more opportunity · ages 25+

Adults with a bachelor's degree (City: 37%)



A typical **CT 2** household earns about **\$47,000 less** than a **CT 5** household, lives with **nearly 3× the poverty rate**, and is **half as likely** to hold a college degree — within the same city.

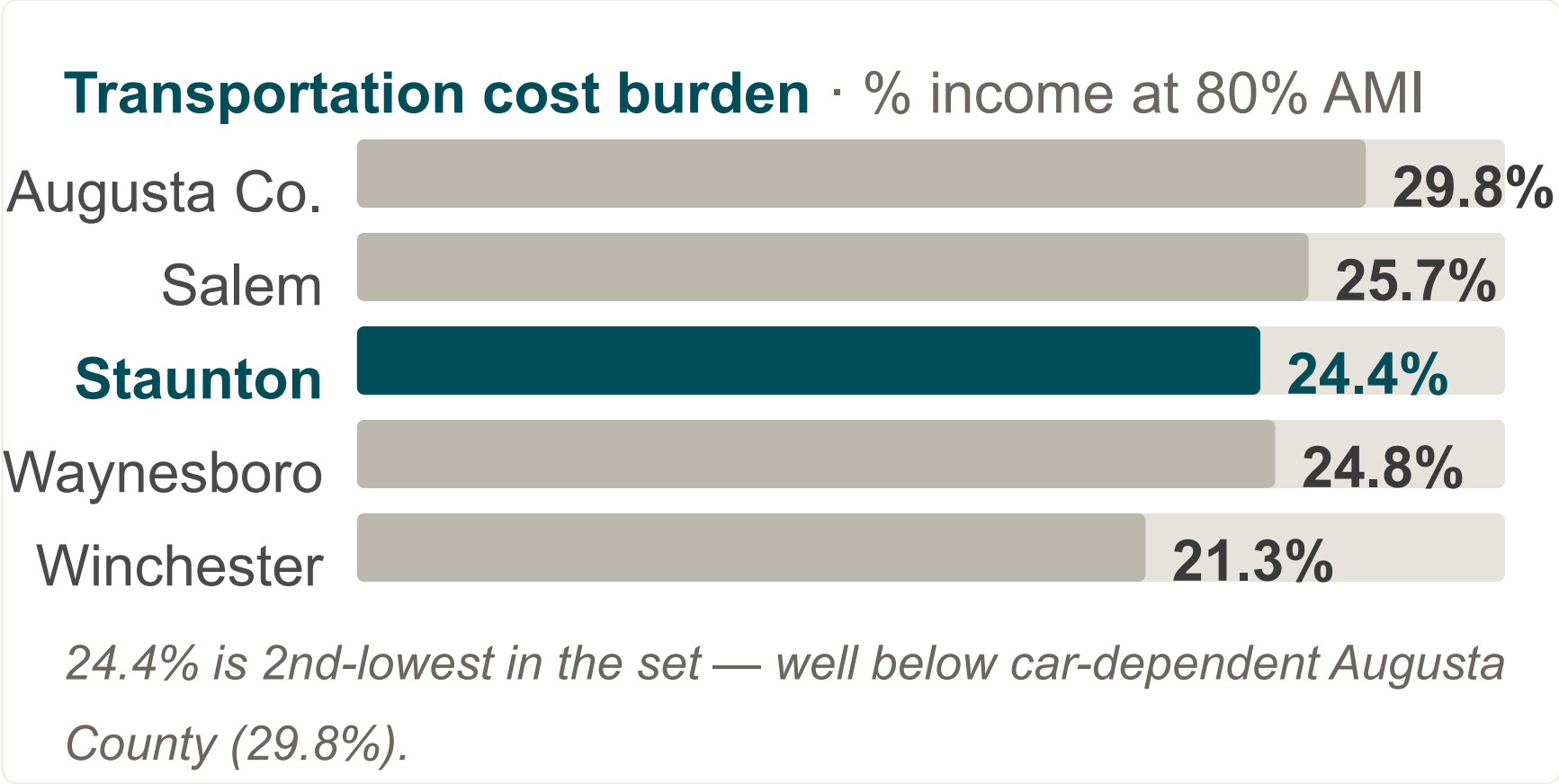
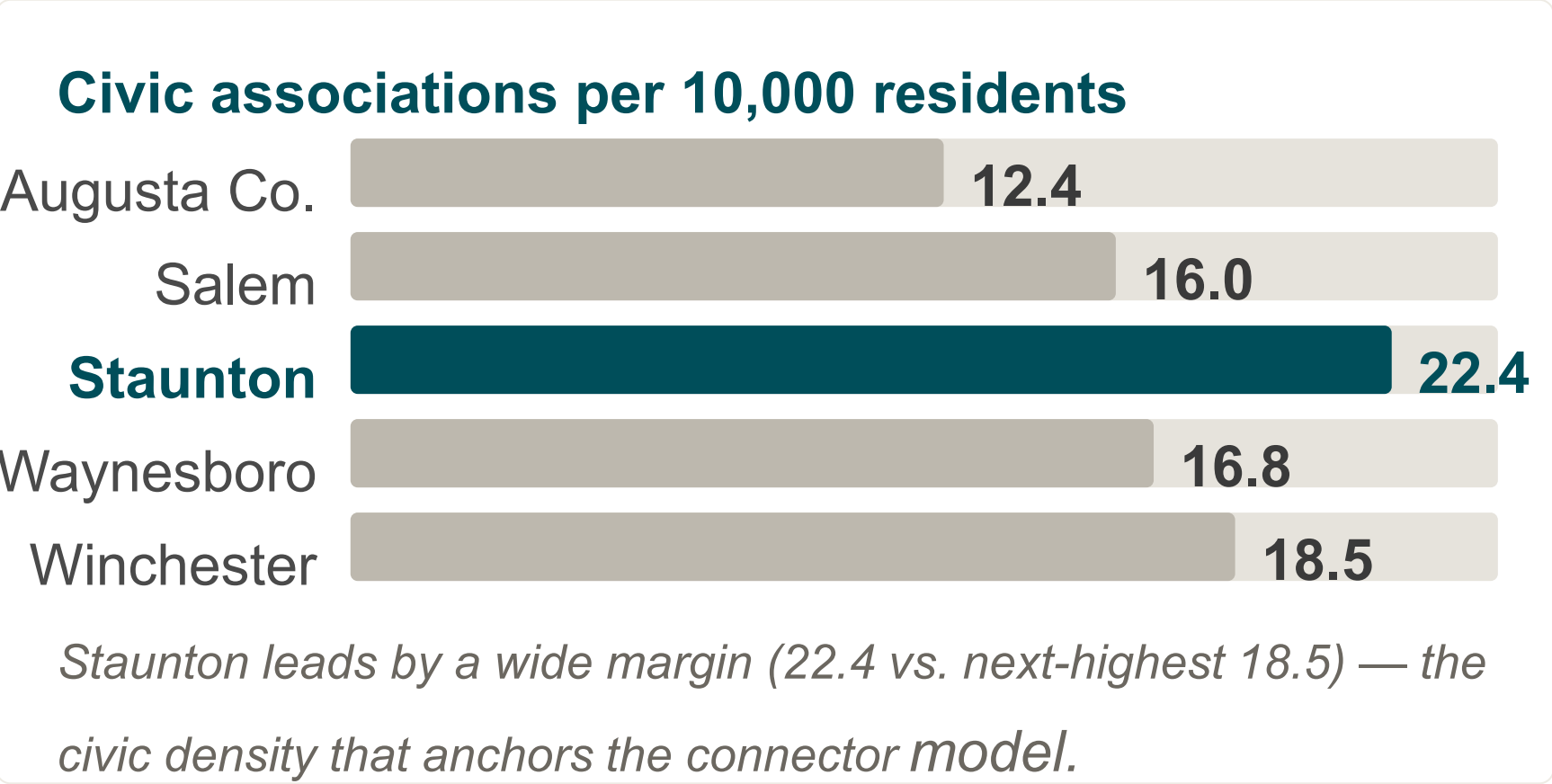
The high school graduate or higher rate is 93.9%, which means there's a substantial group with *some* post-secondary experience but no bachelors. **That's your workforce credential gap population.**

ACS 5-Year · Urban Institute Upward Mobility Framework

Staunton's advantage



Two metrics where Staunton leads its peers — and one where we have room to grow.



VOTER TURNOUT 2024



Source: Urban Institute, 2022 (transportation); 2023 (civic associations); 2024 (voter turnout).

COMMUNITY VOICE

Who we have heard from

Data alone cannot tell us what will work. STAUNTON Connect is not a new concept — it is **finetuning existing practice** to reach households not typically engaged through standard City channels.

0
2

THE PICTURE, IN THREE NUMBERS

30+

Key Informant Sessions

Residents, providers, employers, and civic leaders across the region.

182

Regional Services Catalogued (Asset Map)

SAW-area programs and services with eligibility and barrier tags.

158

Barriers Identified

Opportunity categories mapped across 16 personas.

A Cross-Departmental Effort



INTERNAL PLANNING TEAM — GUIDING DESIGN FROM THE START

COMMUNICATIONS

Josh Knight

ECONOMIC DEVELOPMENT

Jessica Blythe

COMMUNITY DEVELOPMENT

Meggie Taylor

TRANSPORTATION

Susan Wilson

HOUSING

Rebecca Joyce

EMOSA

Anna Leavitt

Staunton City Schools participates as schedules allow

WHAT WE HAVE HEARD

30+

Key informant interviews with City staff, nonprofit leaders, and human-service program staff — validating barriers and surfacing gaps.

17

Allied professionals reviewed the 16 personas, expanding the barrier list to **158 opportunity categories.**

Four GEARS & a Foundation

GEAR 1 Engaged Learners, Brighter Futures

- Childcare access: increasing slot supply & Extended & non-traditional hours
- Youth workforce programs

GEAR 2 Good Wages, Growing Careers

- Upskilling & short-term workforce credentials
- Employer storytelling & pathway awareness

GEAR 3 Healthy People, Healthy Places

- Access to healthy foods
- Mental health supports
- Peer support & social belonging

GEAR 4 Resilient Neighborhoods, Vibrant

- Home modification & aging in place
- Landlord engagement & voucher acceptance
- Heir property & estate navigation

Foundation — Civic Connection & Community Infrastructure

City communications reach & equity

Boards & commissions as civic pipeline

Aligning City Systems

Where the City has a **direct lever and mandate**, we can use it.

Where we have a role but not the lead, we inform, consult, involve, collaborate



empower

DECISION-MAKING:

Equity Screening Tools

A decision-consideration guide for staff: presented at the management team retreat to **embed equity screening** into City processes.

COORDINATION:

Neighborhood Planning

EMOSA is working with City staff to steward the West End Revitalization and Uniontown Neighborhood Action plans.

- Quarterly meetings will be scheduled, and a structured amendment process will be developed to keep both documents current.
- This work also advances a broader standard: that city-produced plans include built-in stewardship from the outset and active pathways for community-based steering committees to remain engaged beyond the planning process.

CAPACITY:

Learning & Training

- Scholarship to the **New Growth Innovation Network** conference.
- Accepted into Urban Institute's **Effective Interventions Training Sprint** (June–September 2026).
- Member **Sub-Regional Ready Regions** Workgroup (focused on childcare)
- Member statewide **Economic Mobility Workgroup**

SAW Regional Service Inventory

182 agencies catalogued across the Staunton-Augusta-Waynesboro region, each with service descriptions, eligibility criteria, and access-barrier tags.

Persona Deck

16 composite personas representing the lived experience of Staunton households — reviewed by 17 allied professionals.

Gap Analysis

Services compared to 158 opportunity categories using a **coverage rating system** — based on number of assets (services) in the inventory impacting that opportunity (need).

Civic Participation Analysis

Modest sample sizes make this a starting point, not a decision-making tool. The value is in establishing a baseline and a repeatable methodology — one that will yield more actionable insight as participation data accumulates over time.

Compounding Cost Analysis

For a single parent in Census Tract 2, housing, transportation, and childcare consume **80–100% of take-home pay**.

Housing Affordability Calculator

Built on 2025 Staunton market data, this tool lets users enter a home price or rent amount and see the income required to afford it — and compares that against what local workers actually earn.

SYSTEMS CHANGE ACTIVITY

Two tracks of work

Internal work focuses on City systems, data infrastructure, and staff alignment. External work focuses on community engagement and co-design. **Both are moving.**

COMMUNITY VOICE

Community Co-Design

• IN PROGRESS

The initiative is moving into structured co-design.

The first step is a work group of **local change agents**; people with existing trust in communities the City does not reliably reach.

HOW THE WORK GROUP WILL OPERATE

- 1 Design the **outreach methods**, community survey tool, and shape communication strategies.
- 2 Gather feedback **directly from their communities**, drawing on existing trust.
- 3 A **synthesis** produces the foundation for the Mobility Action Plan.

The City is still in the planning phase; facilitation will be funded through the ICMA grant.

Engaging the Community

CO-DESIGN

Community Co-Design Launch

Work group structure and facilitation design are underway, covered through **ICMA grant funds**.

One to two sessions set expectations, followed by outreach activities and a synthesis process to develop action priorities.

HOUSING · FALL 2026

Housing Conditions Study

With Housing & Community Development staff, a **windshield study** of existing units and a **vacant-land buildability analysis** are being planned — funded through a proposed Virginia Housing grant.

WHY IT MATTERS

Both efforts feed one destination — a **Mobility Action Plan** grounded in real conditions and with community voice.

OUTCOMES

What this work has produced

STAUNTON Connect is in its foundation-building phase. These are **infrastructure outcomes** — the preconditions for systems change. Resident-level outcomes will be tracked once implementation begins.

04

Foundations Now In Place



Initiative named & structured

STAUNTON Connect has a mission, **four GEARS**, priority focus areas, and a cross-departmental planning team. (Internal)



Gap picture completed

158 opportunity categories mapped against 182 regional services, with coverage and capacity ratings.



Equity baseline established

Census-tract civic participation data **geocoded and analyzed** — informing both engagement strategy and City policy.



City systems continue to align

Cross-departmental infrastructure continues.

Housing + Transportation + Childcare (+ Healthcare for seniors)

Cost Category / Assumption	Lower Income Single Parent, 1 child <i>Take-home \$3,298/mo</i> <i>CT2 ~\$49k</i>	Moderate Income Two Earners, 2 children <i>Take-home \$4,165/mo</i> <i>CT4.1 ~\$62k</i>	Middle Income Two Earners, 2 children <i>Take-home \$5,394/mo</i> <i>CT3 ~\$81k</i>	Senior Fixed Income <i>Take-home \$1,907/mo</i> <i>SSA avg ~\$22k</i>
Total monthly cost: Housing + Transport + Childcare (no subsidy) (+ Healthcare for D)	\$2,589	\$3,727	\$3,996	\$1,783
Remaining per month	\$709	\$437	\$1,397	\$124
Needed: food, healthcare, clothing & personal care (BLS CEX 2024 — 26% of gross)	\$1,075	\$1,358	\$1,759	\$497
Gap (remaining minus basic necessities)	-\$366	-\$921	-\$362	-\$373
Combined burden as % of NET take-home income	78.5%	89.5%	74.1%	93.5%

KEY FINDING: Compounding costs create severe burden across all income levels — not just the lowest earners.

Sources: ACS · Urban Institute · SAW Childcare Needs Assessment 2025 · HUD FMR · SSA avg. retirement benefit 2025 · KFF 2024 · BLS Consumer Expenditure Survey 2024

STAUNTON Connect | Your Personal Housing Calculator

Update the blue numbers as needed. The calculator shows what income is needed to afford each option .

IF YOU ARE BUYING			IF YOU ARE RENTING		
Home price you're considering	\$300,000	← Type a dollar amount, e.g. 250000	Monthly rent you're considering	\$1,024	← Type the rent amount you're looking at
Mortgage interest rate	6.48%	← Find today's rate at freddiemac.com/pmms or check with your lender. Enter as a decimal, e.g. 0.0672 for 6.72%.	Monthly utilities	\$361	← Change if you know your actual costs
Down payment %	10%	← 0.10 = 10%, 0.20 = 20%	Monthly renters insurance	\$18	← Change if you know your actual costs
Loan term (years)	30	← Usually 30; can also enter 15			
Monthly HOA / condo fees	\$0	← Change if you know your actual costs	Total monthly cost (renting)	\$1,403.00	
Monthly utilities	\$371	← Change if you know your actual costs	Total annual cost (renting)	\$16,836	
Amount you'd borrow	\$270,000		Income needed to afford this — 30% rule		
Monthly mortgage payment	\$1,703.03				
Monthly property tax + insurance	\$352.50				
Total monthly cost (buying)	\$2,426.53				
Total annual cost (buying)	\$29,118				
Income needed to afford this — 30% rule		\$97,061			

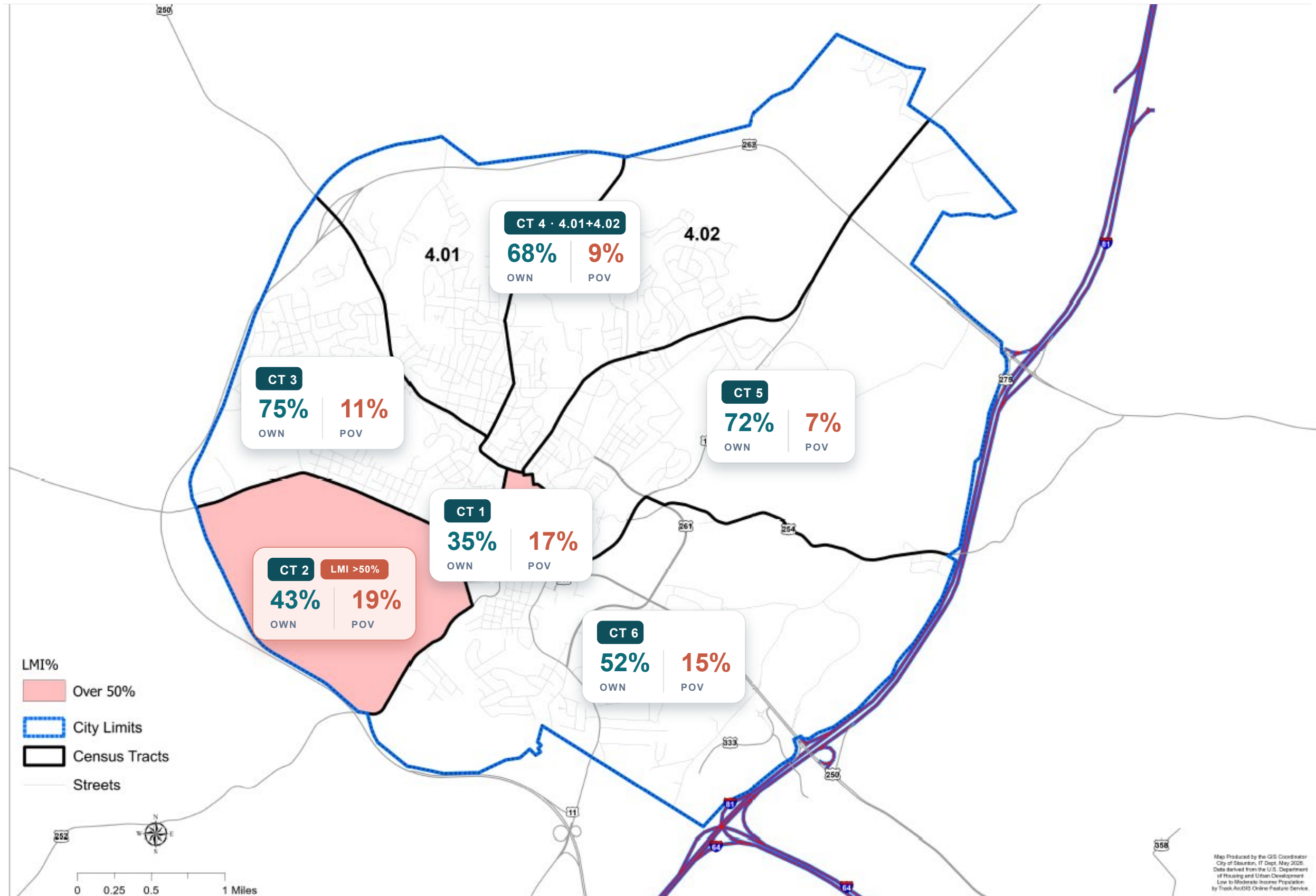
Zillow April 2026 data for average house listing price/average sale price; Rent based on ACS 5-year estimates.

LOOKING AHEAD

Next quarter priorities

Planned for **Q3 FY2026 (July–September)** — advancing both tracks toward the Mobility Action Plan.

Homeownership and poverty, by census tract



2024 RATE SHOWN ON EACH TRACT

- Own — homeownership rate
- Pov — poverty rate

2024 ACS 5-Year Estimates, rounded to the nearest point. CT 4 combines tracts 4.01 and 4.02. Shaded tract (pink) = low-to-moderate income population over 50%.

Key finding — Tract 2 and Tract 1 are Staunton's only LMI tract areas above 50%, and they carry the city's **lowest** homeownership and **highest** poverty rates.

Census BLOCK level drills down deeper and looks at smaller groupings. That level of data is not available for all data points. CDBG funding is based on block level information.

Things can change

Mobility outcomes are not fixed. From 2010 to 2024, homeownership rose and poverty fell across most of Staunton's census tracts — measurable proof that conditions change over time. **We cannot attribute the change to a single cause from this data alone.** The tables tell us *what changed*, not *why*.

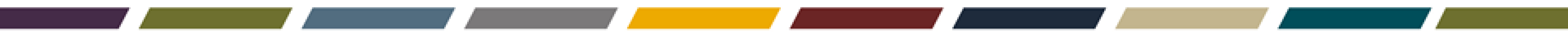
Homeownership rate by census tract

Census Tract	2010	2024	Change
CT 1	29.4%	35.4%	+6.0 ▲
CT 2	42.2%	43.4%	+1.2
CT 3	70.0%	75.2%	+5.2 ▲
CT 4 (combined)	61.5%	67.5%	+5.9 ▲
CT 5	66.0%	71.7%	+5.6 ▲
CT 6	56.4%	51.8%	-4.5

Poverty rate by census tract

Census Tract	2010	2024	Change
CT 1	17.4%	17.4%	+0.1
CT 2	27.2%	19.2%	-8.0 ▼
CT 3	23.5%	10.7%	-12.8 ▼
CT 4 (combined)	11.1%	9.1%	-2.0
CT 5	15.3%	6.8%	-8.5 ▼
CT 6	17.1%	15.1%	-2.0

ACS 5-Year Estimates, 2010–2014 vs. 2020–2024. CT 4 combines tracts 4.01 and 4.02.
Tract-level rates carry margins of error of ±4–10 pp; changes near the 5 pp threshold should be read as directional.



Next Quarter Priorities

INTERNAL TRACK

- 1 Complete the Urban Institute Training Sprint and apply findings to intervention design.
- 2 Finalize the internal Mobility Action Plan framework ahead of co-design synthesis.
- 3 Advance the Virginia Housing grant application for the Residential Opportunity Inventory.
- 4 Design and launch the STAUNTON Connect page on the City website.

EXTERNAL TRACK

- 1 Finalize co-design format and work group structure, and secure facilitators.
- 2 Convene the community co-design work group.
- 3 Schedule the windshield study and vacant-land analysis (pending grant confirmation).
- 4 Design the process for synthesizing engagement findings toward the Mobility Action Plan.



CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	City Council John C. Blair, II City Attorney
Item #	5	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence	
Subject:	Closed Meeting for the Provision of Legal Advice Related to Alley Vacations and Election Law as well as the Discussion of a Public Contract	

Suggested Motion: I move to enter a closed meeting for: (i) Consultation with legal counsel, the Staunton City Attorney, regarding specific legal matters related to alley vacations and election law that require the provision of legal advice, pursuant to Virginia Code Section 2.2-3711(A)(8); and (ii) Discussion of the award of a public contract involving the expenditure of public funds for transportation purposes where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code Section 2.2-3711(A)(29).

Second. Discussion. Vote – Clerk of Council to poll members of Council.

After the closed meeting: I move that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

Second. Discussion. Vote –Clerk of Council to poll members of Council.

City Manager: Leslie M. Beauregard



CITY OF STAUNTON, VIRGINIA

Proclamation

Lyme & Tick-Borne Disease Awareness Month May 2026

- WHEREAS,** from 2004-2018, vector-borne diseases in humans have more than doubled in the U.S. and while Lyme disease accounts for 82% of all reported tick-borne diseases; other tick-borne diseases have become increasingly prevalent; and
- WHEREAS,** Lyme disease is transmitted primarily by the blacklegged tick found in 50% of U.S. counties; and
- WHEREAS,** in response to this growing problem and risk, U.S. federal entities developed the National Public Health Strategy for the Prevention and Control of Vector-Borne Diseases in People in 2024; and was added to the list of disease agents that have been linked to chronic symptoms by the Centers for Disease Control and Prevention; and
- WHEREAS,** when lyme and tick-borne diseases are not quickly and properly diagnosed or treated, it may result in severe illness, injury, or death; and
- WHEREAS,** while most tick-borne diseases can be treated successfully with a few weeks of antibiotics and taking steps to prevent bites can help prevent tick-borne diseases; every community has the responsibility to educate the public about the symptoms, importance of seeking prompt medical treatment, and how to prevent tick-borne diseases; and
- WHEREAS,** the Virginia Department of Health coordinates various tick-borne disease activities including surveillance, education, and outreach initiatives, and works to advance workforce development and training to sustain and strengthen tick-borne disease public-health practices; enhance tick-borne disease surveillance capacity; and perform and evaluate educational outreach to healthcare providers, public health partners, policy makers, and the public.

NOW, THEREFORE, BE IT PROCLAIMED, by Staunton City Council, that May 2026, is hereby designated as

Lyme & Tick-Borne Disease Awareness Month

in the City of Staunton, and City Council encourages all community members to help spread tick-borne disease awareness and prevention education.

Adopted this 25th day of June, 2026.

MICHELE D. EDWARDS, MAYOR

ATTEST: _____
CLERK OF COUNCIL

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	City Council
Item #:	A	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Integrity; Engagement Strategic Area: An Informed and Engaged Community	
Subject:	Consent Agenda	

Background: As provided in [Council Procedure Memorandum No. 14](#), it is the policy of City Council to have the City Manager place routine, noncontroversial items on a Consent Agenda. Briefings for each item included on the Consent Agenda have been prepared in the manner and format of regular business items on the agenda, with each item described in sufficient detail to provide the public with an appropriate understanding of such item. All matters listed on the Consent Agenda will be enacted by one motion and as a single item. There will be no separate discussion of an item. If discussion is desired, the item may be removed from the Consent Agenda at the request of a member of City Council and considered separately at the end of the regular meeting agenda.

The Mayor will inquire whether any member of City Council desires to remove any item from the Consent Agenda and to place such item on the regular meeting agenda for separate consideration.

Suggested Motion (if no items removed): I move to approve the Consent Agenda, as presented.

Suggestion Motion (if one or more items removed): I move to approve the Consent Agenda with the exception of item(s) _____, and that item(s)_____ be moved to the end of the regular agenda for discussion and a separate vote.

City Manager: Leslie Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	City Council
Item #	A.1	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Integrity Engagement	
Subject:	Approval of Minutes	

Background: Draft meeting minutes are attached for City Council's consideration and for approval as Council prefers.

Attachment:

Attachment 1 – Work Session and Regular Meeting Minutes of May 28, 2026

Attachment 2 – Meeting minutes from Special Called Meeting of June 3, 2026

Suggested Motions: I move to approve the work session and regular meeting minutes of May 28, 2026 [as presented] [with the following changes: _____.]

City Manager: Leslie Beauregard



City Council
WORK SESSION

Rita S. Wilson City Council Chambers

May 28, 2026

5:30 p.m.

Council Members present: Vice Mayor Arrowood, and Councilors Overholtzer, Park, and Woods.
Absent, Mayor Edwards and Councilors Cambell and Shepherd.

Vice-Mayor Arrowood called this meeting of Staunton City Council to order.

1. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, the agendas were presented for Council consideration.

Councilor Overholtzer moved to approve the work session and regular meeting agendas as presented.

The motion was seconded by Councilor Woods and carried as follows:

Ms. Park	aye	Mr. Shepherd	absent
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	absent
Mr. Campbell	absent		

2. Introduction of Xavier Crockett, Director of the Central Shenandoah Health District

Xavier Crockett joined the Central Shenandoah Health District as the Executive Director in early 2026. He introduced himself and provided the following information:

He has been employed in the health care field for 15 years, and he has spent that last 8 years in a public health leadership capacity. He is an Atlanta native and completed his college education in Danville, Virginia. He has most recently been a health director in western Colorado.

He stated that he has been working to identify community health needs and is seeing an obvious need for maternal child health services.

Councilor Overholtzer asked about data related to maternal health. Mr. Crockett stated that this health district has lower metrics for maternal health than state and national averages.

Councilor Woods asked if the district is looking at a community outreach program similar to the former federal programs that were defunded. Mr. Crockett stated that the district is looking at developing a community navigator program.

Councilor Woods asked if medical and dental services are being offered by the Health Department. Mr. Crockett stated that the Health Department stopped providing those services during the COVID-19 pandemic. He said that the local department is talking to the state about potentially reinstating those services.

Vice-Mayor Arrowood asked if there is anything that he learned in Colorado or Georgia that he thought could be applied in this area. Mr. Crockett stated that his work with navigator programs in his previous positions could be helpful to this area.

Councilor Park welcomed Mr. Crockett to the area.

3. Update from Valley Community Services Board

Dr. Kimberly McClanahan, Director of Valley Community Services Board, provided an update on current initiatives.

Dr. McClanahan provided information about the progress of the Valley Recovery and Assessment Center (V-RAC), the First Street ICF Home, the good condition of Valley Community Services Board's finances, and the establishment of the Valley Community Outreach 501 (c)(3) organization.

Councilor Overholtzer asked if the 501(c)(3) was established for any particular purpose.

Dr. McClanahan said it was not established for any particular purpose, but donors may earmark donations for a particular purpose.

Councilor Overholtzer asked if there were any particular goals for the money raised by the 501(c)(3).

Dr. McClanahan said the current hope is for the organization to raise \$250,000 to support the establishment of the V-RAC.

4. Closed Meeting for the Discussion or Consideration of the Acquisition of Real Property for a Public Purpose Located on Churchville Avenue

Councilor Woods moved to enter a closed meeting for the discussion or consideration of the acquisition of real property located on Churchville Avenue for a public purpose where discussion

in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Virginia Code § 2.2-3711(A)(3).

The motion was seconded by Councilor Overholtzer and carried as follows:

Ms. Park	aye	Mr. Shepherd	absent
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	absent
Mr. Campbell	absent		

Councilor Park moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

The motion was seconded by Councilor Woods and carried as follows:

Ms. Park	aye	Mr. Shepherd	absent
Mr. Overholtzer	aye	Vice Mayor Arrowood	aye
Ms. Woods	aye	Mayor Edwards	absent
Mr. Campbell	absent		

The May 28, 2026 Staunton City Council Work Session adjourned at 7:00 p.m.

John Blair
City Clerk

**REGULAR MEETING OF STAUNTON CITY COUNCIL****Thursday, May 28, 2026****7:00 p.m.****Rita S. Wilson Council Chambers**

PRESENT: Vice Mayor Brad D. Arrowood
Jeff L. Overholtzer
Corrie R. Park
Alice L. Woods

ABSENT: Mayor Michele D. Edwards
Adam F. Campbell
Blake N. Shepherd

ALSO PRESENT: Leslie Beauregard, City Manager
Amanda DiMeo, Deputy City Manager
John Blair, City Attorney

Vice-Mayor Arrowood called the meeting to order: Vice-Mayor Arrowood called this meeting of Staunton City Council to order.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Councilor Overholtzer who introduced Pastor Elaine Rose to provide the invocation.

Proclamation—LGBTQ+ Pride Month & The Shenandoah LGBTQ Center

VICE-MAYOR'S REPORT

Vice-Mayor Arrowood noted the end of the school year and the beginning of summer camp season for Staunton parents. He stated that he was proud of the Council for keeping Camp Staunton as the lowest cost option for area camps.

He also invited the public to attend the Gypsy Hill Park Pool House ribbon cutting on May 29 at 10:00 a.m.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Councilor Overholtzer stated that there will be a joint City Council and Comprehensive Plan Committee Work Session on June 3 at 6:00 p.m. at the Staunton Public Library's large meeting room.

Councilor Woods made the following motion out of the Nominations Committee (No second was required as the motion was out of committee.):

I move to recommend that the Staunton City Council:

Appoint Mark Andrus to the Library Advisory Board for a three-year term commencing June 1, 2026 and ending May 31, 2029.

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	absent	Vice Mayor Arrowood	aye
Mr. Campbell	absent	Mayor Edwards	absent
Mr. Overholtzer	aye		

REGULAR MEETING

A. Consent Agenda (Note: A copy of all Ordinances, Proclamations and Resolutions approved on the Consent Agenda and during the Regular Meeting shall appear at the conclusion of these minutes.)

**A.1. Approval of Minutes
Work Session and Regular Meeting of May 14, 2026**

A.2. Consideration of Proclamation to be Presented in Council Chambers—Lyme & Tick-Borne Illness Awareness Month

Vice-Mayor Arrowood made the following statement:

“Per Procedure Memorandum No. 14, it is the policy of City Council to have routine, non-controversial items placed on a Consent Agenda. All items on the Consent Agenda will be voted on in one motion. If separate discussion of an item is requested by any member of Council, that item shall be removed and considered separately at the end of the regular meeting agenda.”

Vice-Mayor Arrowood asked if any Councilmembers desired to remove any item from the Consent Agenda to be placed on the regular meeting agenda for separate consideration.

Councilor Overholtzer moved to approve the Consent Agenda as presented.

The motion was seconded by Councilor Woods and carried as follows:

93				
94	Ms. Woods	aye	Ms. Park	aye
95	Mr. Shepherd	absent	Vice Mayor Arrowood	aye
96	Mr. Campbell	absent	Mayor Edwards	absent
97	Mr. Overholtzer	aye		
98				

B. Public Hearing for Ordinance to Amend the FY2026 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three

Jessie Moyers, Chief Financial Officer, presented the following information: The third budget amendment for fiscal year 2026 has been prepared for review and discussion. The total budget amendment equals \$1,771,691. This budget amendment does require a public hearing, which was properly advertised on May 20, 2026 in the News Leader. Discussion and the public hearing are scheduled for May 28, 2026 and consideration of the ordinance is scheduled for the June 25, 2026 council meeting.

City Budget Amendment—\$766,799

1. General Fund amendment of \$88,158
 - \$5,478 – Appropriate Insurance Recoveries
 - \$2,600 – Appropriate VRSA Safety Grant
 - \$15,600 – Appropriate DMV Grant for Overtime
 - \$57,297 – Appropriate DCJS Grant for SRO
 - \$6,000 – Appropriate Virginia Walkability Action Grant
 - \$1,183 – Appropriate Kiwanis Reimbursement
2. Grants Fund amendment of \$1,900
 - \$1,900 – Appropriate DCJS grant
3. Bond Fund amendment of \$28,856
 - \$28,856 – Appropriate Interest Earned
4. Blue Ridge Court Services amendment of \$9,976
 - \$9,976 – Adjust Grant Revenue
5. Environmental Fund amendment of \$13,263
 - \$13,263 – Appropriate Insurance Recovery
6. HUD Fund amendment of \$624,646
 - \$55,000 – Appropriate Transfer from General Fund
 - \$63,559 – Appropriate HUD Grant Admin Funds
 - \$5,049 – Appropriate CVHD1 Funds
 - \$34,221 – Appropriate 2023 HUD Funds
 - \$212,579 – Appropriate 2024 HUD Funds
 - \$254,238 – Appropriate 2025 HUD Funds

School Budget Amendment—\$1,004,892

1. Education Fund amendment of \$939,892
 - \$400,000 – Appropriate TEES Grant
 - \$45,150 – Appropriate Targeted School Improvement Grant for Ware
 - \$45,150 – Appropriate Targeted School Improvement Grant for Shelburne
 - \$264,653 – Appropriate State Revenue for Bonus
 - \$180,946 – Appropriate fund balance for local share of Bonus
 - \$3,820 – Appropriate VRSA Safety Grant
 - \$173 – Appropriate Insurance Recovery
2. School CIP Fund amendment of \$65,000
 - \$65,000 – Appropriate Interest Income Earned

Vice-Mayor Arrowood asked about the purpose of the TEES Grant. Ms. Moyers stated that the majority of the grant would go to Shelburne Middle School and also noted that \$81,000 of the grant would be used for educational supplies.

Councilor Overholtzer asked if any of these grants were not anticipated. Ms. Moyers stated that these are normal grants and they were anticipated. However, she explained that the budget amendment is necessary because the revenue is not accounted for until the grant funds are approved.

Councilor Overholtzer asked why there were three separate years of HUD funds appropriations. Ms. Moyers stated that HUD's regulations require three separate appropriations rather than one combined appropriation.

Vice-Mayor Arrowood opened the public hearing.

Aaron Barner stated that he had a question for the CFO regarding CIP interest that he would ask her outside of the meeting.

With no one else wishing to speak, Vice-Mayor Arrowood closed the public hearing.

C. Consideration of Application for Staffing for Adequate Fire and Emergency Response Grant

Jason Ball, Fire Chief, presented the following information:

The Staffing for Adequate Fire and Emergency Response (SAFER) Grants are managed by the Federal Emergency Management Agency's Assistance to Firefighters Grants (AFG) Program Office. SAFER Grants provide financial assistance to help fire departments increase their cadre of frontline firefighters. The goal is to assist local fire departments with staffing and deployment capabilities so they may respond to emergencies whenever they occur, assuring their communities have adequate protection from fire and fire-related hazards.

185
186 These grants are awarded directly to combination and career fire departments to enable them to
187 reach the NFPA 1710 standard for personnel on scene of incidents. Grants for hiring of firefighters
188 provide fire departments with funding to pay salaries and benefits over a three-year period of
189 performance.

- 190 • FY2027 (Year 1) and FY2028 (Year 2) - The grant funds 75% of the eligible salaries
191 and benefits.
- 192 • FY2029 (Year 3) - The grant funds 35% of the eligible salaries and benefits during the
193 third year.
- 194 • FY2030 (Year 4) - Grantees must maintain their staffing at the level that existed at the
195 time of application, as well as the SAFER-funded staffing for the three-year period of
196 performance. Grantees cannot lay off any firefighters during the three-year period of
197 performance.

198
199 At present, the department consists of 36 staff members; there are three assigned to administrative
200 positions and the remaining 33 are assigned to three shifts (eleven per shift). Each shift is a 24-
201 hour shift with a minimum staffing of ten. It is the ultimate goal of the department to increase the
202 shift staffing to 15 personnel per shift.

203
204 As described below, the SAFER grant for which the department intends to apply would fund three
205 shift positions. Increasing the staffing levels will provide safer incident operations and assure that
206 the department is closer to national recommendations of both adequate staffing levels on apparatus
207 and, most importantly, on the scene of emergency incidents.

208
209 The City of Staunton Fire and Rescue Department respectfully request authorization to make an
210 application for a SAFER grant for a total of three firefighter positions. The fiscal impact to the
211 local general fund budget is summarized below.

212
213 The fiscal year 2027 local funding requirement could be funded with one-time fiscal year 2025
214 carry over funds resulting from the 2025 real estate assessment increase. Local funding for fiscal
215 year 2028 and future years would need to come from new city revenues or a reduction of current
216 expenditures. There is a potential to reduce the part-time fire department budget, but the exact
217 amount is unclear at this point.

218
219 Councilor Woods asked what the NFPA acronym stood for. Chief Ball stated the National Fire
220 Protection Association.

221
222 Councilor Woods inquired about the NFPA standard for response times and whether the SAFER
223 grant could assist the Department with this standard. Chief Ball stated that the NFPA standard is
224 seventeen firefighters within eight minutes of a fire event when using a ladder truck. He stated
225 that the SAFER grant could assist the Fire Department in meeting this standard as well as
226 bolstering or improving the City's ISO rating.

227
228 Vice-Mayor Arrowood asked how Staunton can count Augusta County personnel in its response
229 rate. Chief Ball stated that since Augusta County's Fire Station 10 is located within the City of

Staunton, its personnel can be counted towards the NFPA standard when Fire Station 10 responds because the response is automatic and not part of a mutual aid request.

Councilor Overholtzer asked when the City's 2025 SAFER Grant application was denied. Chief Ball said last Fall.

Councilor Overholtzer asked why the SAFER grant was not part of this year's budget deliberations. Chief Ball stated that the Fire Department did not know with 100% certainty that the SAFER grant program would be available in 2026 until very recently.

Councilor Overholtzer stated that he didn't want to turn down free money and he sees lots of benefits if the City is selected for the SAFER grant. However, he expressed concerns about the future financial commitment of the City after the grant funds are exhausted. Chief Ball and Ms. Moyers stated that the positions in question would need to remain in place for three years after the exhaustion of the grant.

Vice-Mayor Arrowood said that the City is growing and the SAFER grant would allow the City to ease into the growth's requirement for more services.

Councilor Park moved that City Council authorize staff to apply for the Staffing for Adequate Fire and Emergency Response Grant.

The motion was seconded by Councilor Woods and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	absent	Vice Mayor Arrowood	aye
Mr. Campbell	absent	Mayor Edwards	absent
Mr. Overholtzer	aye		

D. Consideration of an Exemption from Virginia Code Section 10.1-1424.3

This matter was removed from the Agenda due to the applicant's request to withdraw its application for an exemption.

MATTERS FROM THE CITY MANAGER

Ms. Beauregard presented updates and information on the following items:

The Staunton Public Library's Summer Reading Series will kick off on June 1 at the Gypsy Hill Park bandstand at 1:00 p.m. with music being provided by the Hot Mamas.

The dedication of the Queen Miller Home Historic Marker will take place on May 30 at 1:00 pm. at 2624 West Beverley Street.

MATTERS FROM THE PUBLIC

Vice-Mayor Arrowood read the following statement:

“This part of City Council’s agenda is entitled matters from the public. It is a time that Council sets aside to hear from citizens and others about a wide variety of subjects. A copy of the Staunton City Council’s ‘Matters from the Public’ rules is available in paper form at the Clerk’s desk and online at the City of Staunton webpage. You are asked to familiarize yourself with those rules before commenting. Please come to the podium or raise your hand, identify yourself, and complete your remarks within five minutes.”

Randolph Burton of the Lewis Creek Watershed Advisory Committee mentioned his efforts to obtain a benthic macroinvertebrate certification from the Izaak Walton League. This training will help citizen scientists study insect larvae to detect the health of streams. He mentioned that the first monitoring indicated that the Lewis Creek is in a gray zone. It is neither impaired nor healthy.

Susie King of the Staunton Augusta County African American Research Society thanked the Council for its appropriation of funds to restore the Shea House and invited the Council to an open house to celebrate the project’s completion.

Melissa Warner expressed concern about the amount of vape shops opening in the City. She also stated that the City lacked affordable housing. She requested that the City provide safer bike infrastructure.

John Baber, Staunton Commonwealth’s Attorney, urged residents to lock their car doors. He mentioned that he recently prosecuted two very serious cases of car theft in which dozens of cars were broken into and resulted in many thefts including the thefts of firearms.

Aaron Barner noted that this is the second consecutive meeting that gun thefts have been mentioned. He stated that gun owners have responsibilities to secure their firearms and asked the Commonwealth’s Attorney to educate gun owners about their responsibilities to secure their firearms.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 7:55 p.m.

John C. Blair, II
Clerk of Council

**SPECIAL MEETING OF STAUNTON CITY COUNCIL****Wednesday, June 3, 2026****6:00 p.m.****Staunton Public Library**

PRESENT: Mayor Michele D. Edwards
Vice Mayor Brad D. Arrowood
Adam F. Campbell
Jeff L. Overholtzer
Corrie R. Park
Alice L. Woods

ABSENT: Blake N. Shepherd

ALSO PRESENT: Leslie Beauregard, City Manager
John Blair, City Attorney

Mayor Edwards called the meeting to order.

Discussion of the Draft Comprehensive Plan

Rodney Rhodes, Director of Community Development, introduced Will Cockrell of EPR PC to discuss the draft Comprehensive Plan.

Mr. Cockrell presented the following information:

The comprehensive planning process, which began in September 2024, has heavily emphasized community outreach through three open houses, three online surveys, and close collaboration with 10 stakeholder groups representing each chapter of the plan. Most recently, the draft plan was published online for public review, which generated 48 comments from 18 different individuals.

- Planning Process Overview: A review of the timeline and key milestones.
- Summary of Public Engagement: An analysis of community outreach and feedback results.
- High-Level Plan Overview: A summary of the draft document's core vision.
- Chapter Review: A focused look at the plan, broken down by specific chapters.

- Key Implementation Tactics: Highlighting specific strategies and action items to achieve the plan's goals.

Among the many topics discussed, were the Uniontown and West End Small Area Plans being incorporated into the Comprehensive Plan.

Councilor Overholtzer expressed his desire to a more concrete link between the proposed Plan's metrics and strategies.

Vice-Mayor Arrowood stated his wish to see the underlying zoning with the proposed Plan. He also requested that the proposed Plan be more searchable.

Councilors Campbell and Overholtzer hoped to see Staunton Crossing discussed in the proposed Plan.

Councilor Campbell stated that he hoped to see more tactics for addressing the houseless and vacant buildings.

Councilor Woods expressed her desire for more housing options that fill the missing middle. She also stated her desire to build a vibrant city that appealed to a diverse range of residents.

Councilor Park stated that she wanted to make sure that downtown was not prioritized over other areas. She stated that parents want to be able to walk their kids to Montgomery Park and that there are desires like that throughout the City.

Mayor Edwards also expressed her desire to see the proposed Plan to appeal to a diverse constituency's desires for vibrancy in spaces and activities.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 7:27 p.m.

John C. Blair, II
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Jessie L. Moyers Chief Finance Officer
Item #	A.2	
Department:	Finance	
Alignment with Staunton Plan (Value/Strategic Area):	Value: Excellence; Engagement Strategic Area: An Economically Vibrant Community; An Informed and Engaged Community	
Subject:	Consideration of an Ordinance to Amend the FY2026 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Three	

Background: The third budget amendment for fiscal year 2026 was introduced and discussed on May 28, 2026. The total budget amendment equals \$1,771,691. This budget amendment did require a public hearing, which was properly advertised on May 20, 2026 in the *News Leader* and held on May 28, 2026.

City Budget Amendment—\$766,799

1. General Fund amendment of \$88,158
 - \$5,478 – Appropriate Insurance Recoveries
 - \$2,600 – Appropriate VRSA Safety Grant
 - \$15,600 – Appropriate DMV Grant for Overtime
 - \$57,297 – Appropriate DCJS Grant for SRO
 - \$6,000 – Appropriate Virginia Walkability Action Grant
 - \$1,183 - Appropriate Kiwanis Reimbursement
2. Grants Fund amendment of \$1,900
 - \$1,900 – Appropriate DCJS grant

3. Bond Fund amendment of \$28,856
 - \$28,856 – Appropriate Interest Earned
4. Blue Ridge Court Services amendment of \$9,976
 - \$9,976 – Adjust Grant Revenue
5. Environmental Fund amendment of \$13,263
 - \$13,263 – Appropriate Insurance Recovery
6. HUD Fund amendment of \$624,646
 - \$55,000 – Appropriate Transfer from General Fund
 - \$63,559 – Appropriate HUD Grant Admin Funds
 - \$5,049 – Appropriate CVHD1 Funds
 - \$34,221 – Appropriate 2023 HUD Funds
 - \$212,579 – Appropriate 2024 HUD Funds
 - \$254,238 – Appropriate 2025 HUD Funds

School Budget Amendment—\$1,004,892

1. Education Fund amendment of \$939,892
 - \$400,000 – Appropriate TEES Grant
 - \$45,150 – Appropriate Targeted School Improvement Grant for Ware
 - \$45,150 – Appropriate Targeted School Improvement Grant for Shelburne
 - \$264,653 – Appropriate State Revenue for Bonus
 - \$180,946 – Appropriate fund balance for local share of Bonus
 - \$3,820 – Appropriate VRSA Safety Grant
 - \$173 – Appropriate Insurance Recovery
2. School CIP Fund amendment of \$65,000
 - \$65,000 – Appropriate Interest Income Earned

Attachment: Budget Amendment Number Three

City Manager's Recommendation: Approve the proposed budget ordinance as presented.

Suggested Motion: I move to approve budget amendment number three for FY2026.

City Manager: Leslie Beauregard

Ordinance No. 2026-
AN ORDINANCE TO AMEND
THE FY2026 BUDGET ORDINANCE
FOR THE CITY OF STAUNTON
BY ADDING BUDGET AMENDMENT NUMBER THREE

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2026 Budget is amended as follows:

GENERAL FUND - 110

Anticipated Revenue

Recovered Costs	\$ 5,478
Operating Grants and Contributions	<u>82,680</u>
Total Revenue	\$ 88,158

Appropriations

Judicial Administration	\$ 720
Public Safety	78,634
Public Works	6,000
Parks, Recreation, Cultural	<u>2,804</u>
Total Appropriations	\$ 88,158

GRANTS FUND - 215

Anticipated Revenue

Capital Grants and Contributions	\$ 1,900
Total Revenue	\$ 1,900

Appropriations

Public Safety	\$ 1,900
Total Appropriations	\$ 1,900

HUD FUND - 225

Anticipated Revenue

Transfer from the General Fund	\$ 55,000
Operating Grants and Contributions	<u>569,646</u>
Total Revenue	\$ 624,646

Appropriations

Operations	\$ 624,646
Total Appropriations	\$ 624,646

BOND FUND - 395

Anticipated Revenue

General Revenue	\$ 28,856
Total Revenue	\$ 28,856

Appropriations

Operations	\$ 28,856
Total Appropriations	\$ 28,856

BLUE RIDGE COURT SERVICES - 210

Anticipated Revenue

Operating Grants and Contributions	\$ 9,976
Total Revenue	\$ 9,976

Appropriations

Operations	\$ 9,976
Total Appropriations	\$ 9,976

ENVIRONMENTAL FUND - 580**Anticipated Revenue**

Operating Grants and Contributions	\$	13,263
Total Revenue	\$	13,263

Appropriations

Operations	\$	13,263
Total Appropriations	\$	13,263

EDUCATION FUND - 900**Anticipated Revenue**

General Revenue	\$	173
Prior Year Fund Balance		180,946
Operating Grants and Contributions		758,773
Total Revenue	\$	939,892

Appropriations

Operations	\$	939,892
Total Appropriations	\$	939,892

SCHOOL CIP FUND- 966**Anticipated Revenue**

Miscellaneous Revenue	\$	65,000
Total Revenue	\$	65,000

Appropriations

Capital Projects	\$	65,000
Total Appropriations	\$	65,000

GRAND TOTAL BUDGET AMENDMENT NO 3	\$	1,771,691
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INTRODUCED: May 28, 2026

PUBLIC HEARING: May 28, 2026

Public Hearing Advertisement Date: May 20, 2026

Approved this _____ day of _____ 2026

Effective Date: _____

CERTIFIED: _____

ATTEST: _____

John Blair

Clerk of Council

Michele Edwards

Mayor of Council

CITY OF STAUNTON			
FY 2026 BUDGET AMENDMENT NO. 3			
		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
GENERAL FUND			
JUDICIAL ADMINISTRATION			
<u>SHERIFF DEPARTMENT</u>			
Insurance Recovery	11021-41928	\$ 720.00	
Main / Repair of Vehicles	11022170-55305		\$ 720.00
To appropriate insurance recovery			
PUBLIC SAFETY			
<u>POLICE DEPARTMENT</u>			
Non-capital Grant	11033-41737	\$ 2,600	
Apparel	11033210-55487		\$ 869
Material and supplies	11033110-55415		\$ 1,731
To appropriate VRSA Safety Grant			
DMV grant	11033-46206-52900	\$ 15,600	
Police Overtime	11033110-51530-52900		\$ 15,600
To appropriate Selective Enforcement Grant from the National Highway Traffic Safety Administration			
Insurance Recovery	11031-41928	\$ 2,137	
Vehicle Repairs	11033110-53105		\$ 2,137
To appropriate insurance recovery			
DCJS Grants	11033-45559-53500	\$ 57,297	
Full Time Salaries	11033110-51006-53500		\$ 57,297
To appropriate FY26 SRO Grant Program			
<u>FIRE DEPARTMENT</u>			
Insurance Recovery	11031-41928	\$ 1,000	
Maint and Repair Vehicles	11033210-53105		\$ 1,000
To appropriate insurance recovery			
PUBLIC WORKS			
<u>ADMINISTRATION</u>			
PW Non-capital grant	11043-46250-46015	\$ 6,000	
M&S Training	11044130-55416-46015		\$ 6,000
To appropriate Virginia Walkability Action Institute Grant			
PARKS AND RECREATION			
<u>PARKS AND RECREATION</u>			
Rec non-capital grant	11073-41730	\$ 1,183	
Materials/supplies	11077110-55415		\$ 1,183
To appropriate Kiwanis reimbursement			
Insurance Reovery	11071-41928	\$ (13,263)	
Maint of Facilities	11077210-53165		\$ (13,263)
To appropriate insurance reocvery for repairs			
Insurance Reovery	11071-41928	\$ 14,884	
Maint of Facilities	11077210-53165		\$ 14,884
To appropriate insurance reocvery for repairs			
TOTAL GENERAL FUND		\$ 88,158	\$ 88,158

CITY OF STAUNTON
FY 2026 BUDGET AMENDMENT NO. 3

		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE

BUDGET AMENDMENT NO. 3 GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY

General Revenues			
Recovered Costs		5,478	
Judicial	720		
Public Safety	3,137		
Parks and Rec	1,621		
<u>Non-Capital Grants and Contributions</u>		82,680	
Police Department	74,628		
Fire Department	869		
Public Works	6,000		
Parks and Rec	1,183		
		\$ 88,158	-

GENERAL FUND EXPENDITURE SUMMARY

Judicial Administration		\$ 720	
Public Safety		78,634	
Public Works		6,000	
Parks, Recreation, Cultural		2,804	
Total General Fund Expenditures		\$ 88,158	-

BOND FUND			
Interest Earned	39501-41510	\$ 30,000.00	
JDR Courthouse	39544210-58529-74611		\$ 30,000.00
To appropriate interest earned			
Interest Earned on Bond Fund	39501-41510-74614	\$ (1,143.80)	
Closing Cost	39544210-59521-74614		\$ (7,714.86)
JDR Courthouse	39544210-58529-74614		\$ 6,571.06
To appropriate additional bond interest			
TOTAL BOND FUND		\$ 28,856.20	\$ 28,856.20
GRANTS FUND			
<u>Police Department</u>			
DCJS Grant	21533-46252-40266	\$ 1,900	
Non-capital equipment	21533110-55486-40266		\$ 1,900
To appropriate DCJS Grant			
TOTAL GRANTS FUND		\$ 1,900	\$ 1,900

CITY OF STAUNTON			
FY 2026 BUDGET AMENDMENT NO. 3			
		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
HUD FUND			
Transfer from General Fund	22501-49211	\$ 55,000.00	
HUD Grant Admin	22501-41931	\$ 63,559.00	
HUD Grant CVHD1	22583-46242-CVHD1	\$ 5,049.10	
HUD Grant 2023	22583-46242-HUD23	\$ 34,221.30	
HUD Grant 2024	22583-46242-HUD24	\$ 212,578.96	
HUD Grant 2025	22583-46242-HUD25	\$ 254,238.00	
Salary	22588535-51006		\$ 55,000.00
Professional Services	22588535-53010		\$ 63,559.00
Blight Removal	22588535-53036-HUD24		\$ 45,375.00
Blight Removal	22588535-53036-HUD25		\$ 75,598.00
HUD CBDG COVID RD	22588535-55207-CVHD1		\$ 5,049.10
Public Service Grants	22588535-55207-HUD24		\$ 139,203.96
Special Grant Programs	22588535-55207-HUD25		\$ 47,640.00
PUB SVC-Structual	22588535-55209-HUD25		\$ 131,000.00
Sidewalk Curb and Gutter	22588535-58379-HUD23		\$ 34,221.30
Sidewalk Curb and Gutter	22588535-58379-HUD24		\$ 28,000.00
To appropriate HUD Funds			
TOTAL HUD FUND		\$ 624,646.36	\$ 624,646.36
BLUE RIDGE COURT SERVICES FUND			
DCJS Non-capital Grant	21033-46252-40404	\$ 9,976	
Travel and Training	21033343-55005-40404		\$ 940
Materials and supplies	21033343-55415-40404		\$ 9,036
To appropriate Dept of Criminal Justice Grant			
TOTAL BLUE RIDGE COURT SERVICES FUND		\$ 9,976	\$ 9,976
ENVIRONMENTAL FUND			
Insurance Recovery	58001-41928	\$ 13,263	
Repair Vehicles	58004820-55305		\$ 13,263
To appropriate insurance recovery			
TOTAL ENVIRONMENTAL FUND		\$ 13,263	\$ 13,263

CITY OF STAUNTON			
FY 2026 BUDGET AMENDMENT NO. 3			
		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
FY 2026 BUDGET AMENDMENT NO. 3 SUMMARY			
CITY GOVERNMENT FUNDS			
GENERAL FUND		\$	88,158
BOND FUND		\$	28,856
GRANTS FUND		\$	1,900
BLUE RIDGE COURT SERVICES FUND		\$	9,976
ENVIRONMENTAL FUND		\$	13,263
HUD FUND		\$	624,646
TOTAL CITY GOVERNMENT FUNDS		\$	766,799
EDUCATION FUNDS			
EDUCATION FUND		\$	939,892
SCHOOL CIP FUND		\$	65,000
TOTAL EDUCATION FUNDS		\$	1,004,892
TOTAL FY2026 BUDGET AMENDMENT NO. 3		\$	1,771,691

**STAUNTON CITY SCHOOLS
FY 2026 BUDGET AMENDMENT
AMENDMENT NO. 3**

EDUCATION FUND 900		REVENUES	EXPENDITURES
STATE AND FEDERAL GRANT REVENUE/PROGRAMS			
To appropriate TARGETED EXTENDED ENRICHED SCHOOL YEAR GRANT			
To appropriate grant revenue	900300-42999-TEES	\$ 400,000	
Replace-Vehicle	91312187-58105-TEES		\$ 52,250
Educational Supplies	91312187-56013-TEES		\$ 81,726
Salary	91312187-51130-TEES		\$ 39,000
Supplemental	91312187-51620-TEES		\$ 52,991
FICA	91312187-52010-TEES		\$ 4,033
Grant Purchased Services	91312187-53570-TEES		\$ 170,000
To appropriate TARGETED SCHOOL IMPROVEMENT GRANT for WARE		\$ 45,150	
Supplemental	91311183-51620 TSI-W		\$ 19,140
FICA	91311183-52010 TSI-W		\$ 1,355
Other Purchased Services	91311183-53569 TSI-W		\$ 13,125
Educational Supplies	91311183-56013 TSI-W		\$ 11,530
To appropriate TARGETED SCHOOL IMPROVEMENT GRANT for SHELBOURN		\$ 45,150	
	900300-43040 TSI-S		
Supplemental	91312187-51620 TSI-S		\$ 13,200
FICA	91312187-52010 TSI-S		\$ 1,008
Other Purchased Services	91312187-53569 TSI-S		\$ 21,918
Travel and Training	91312187-55210 TSI-S		\$ 4,212
Educational Supplies	91312187-56013 TSI-S		\$ 4,812
To appropriate state revenue for bonus		\$ 264,653	
SOQ Position Bonus	900100-42821		
Contingency- Bonus	91101100-51628		\$ 244,407
Contingency- FICA	91101100-52010		\$ 20,246
TOTAL STATE AND FEDERAL GRANT PROGRAMS		\$ 754,953	\$ 754,953

LOCAL GENERAL REVENUE/PROGRAMS			
To appropriate school division share of bonus	900100-49302	\$ 180,946	
Contingency- Bonus	91101100-51628		\$ 167,104
Contingency- FICA	91101100-52010		\$ 13,842
To appropriate VRSA Safety grant			
Other Grants	900300-40587	\$ 3,820	
R&M Supplies	94209099-56007		\$ 3,820
To appropriate VRSA Insurance Proceeds			
Insurance Recovery	900100-40510	\$ 173	
R&M Supplies	94509099-56007		\$ 173
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		\$ 184,939	\$ 184,939
TOTAL EDUCATION FUND		\$ 939,892	\$ 939,892

SCHOOL CIP FUND 966		REVENUES	EXPENDITURES
To appropriate Interest Revenue			
Interest Income Earned	966100-40102	\$ 65,000	
School Bus Transport Reserve	K6009096-58110		\$ 65,000
TOTAL SCHOOL CIP FUND 966		\$ 65,000	\$ 65,000

GRAND TOTAL BUDGET AMENDMENT NO. 3		\$ 1,004,892.00	\$ 1,004,892.00
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CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	City Council John C. Blair, II City Attorney
Item #	A.3	
Department:	City Council	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Excellence; Environmentally Conscious Strategic Area: A Healthy Community	
Subject:	Authorization for the City to Acquire Potential Parkland	

Background: The owners of real estate parcels located at 817, 821, and 851 Churchville Avenue as well as 818 Parkview Avenue and 819 Gypsy Avenue have offered to donate their land to the City of Staunton for a potential future park. The City would be required to only use the land for park purposes if it acquires the properties. Otherwise, the property's ownership would revert to the owners if it is used for a different purpose.

The City Council will need to authorize the City Manager to acquire the property if it wishes to add this potential park to its real estate portfolio.

Suggested Motion: I move to authorize the City Manager to execute all necessary documents to acquire the properties addressed as 817, 821, and 851 Churchville Avenue as well as 818 Parkview Avenue and 819 Gypsy Avenue on forms approved by the City Attorney.

City Manager: Leslie M. Beauregard

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Tim Hartless Planning Manager
Item #	B	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Strategic Areas: An Economically Vibrant Community	
Subject:	Public Hearing and Consideration of a Request by Almarode, LLC, to Vacate, Discontinue, and Abandon a Portion of Unaccepted Anthony Street Lying Between 107 National Avenue and 111 National Avenue	

Background: Almarode, LLC, is requesting to vacate a 0.155 acre portion of unaccepted Anthony Street which lies 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. No public right-of-way has ever been constructed on the unaccepted portion of Anthony Street.

Analysis: Staff has reviewed the request and has identified no issues. A portion of the unaccepted street will remain which will allow access to the rear of 103 (labeled Staunton Machine on Attachment 2) and 105 National Avenue (labeled Hinegardner on Attachment 2). No other properties are impacted by the vacation. This portion of unaccepted Anthony Street does not serve as primary access to any property and would likely never be constructed. Vacation of this portion of this unaccepted street has no impact on useability of any other alleys or streets in the area.

Planning Commission Recommendation:

At its meeting on May 21, 2026, the Planning Commission conducted a public hearing. During the public hearing four people spoke expressing concerns with the vacation. On a 4-0 vote, the Commission unanimously voted to recommend approval of the request.

Attachments:

Attachment 1—Plat of Unaccepted Anthony Street

Attachment 2—Vacation Exhibit

Attachment 3—Draft Ordinance of Vacation

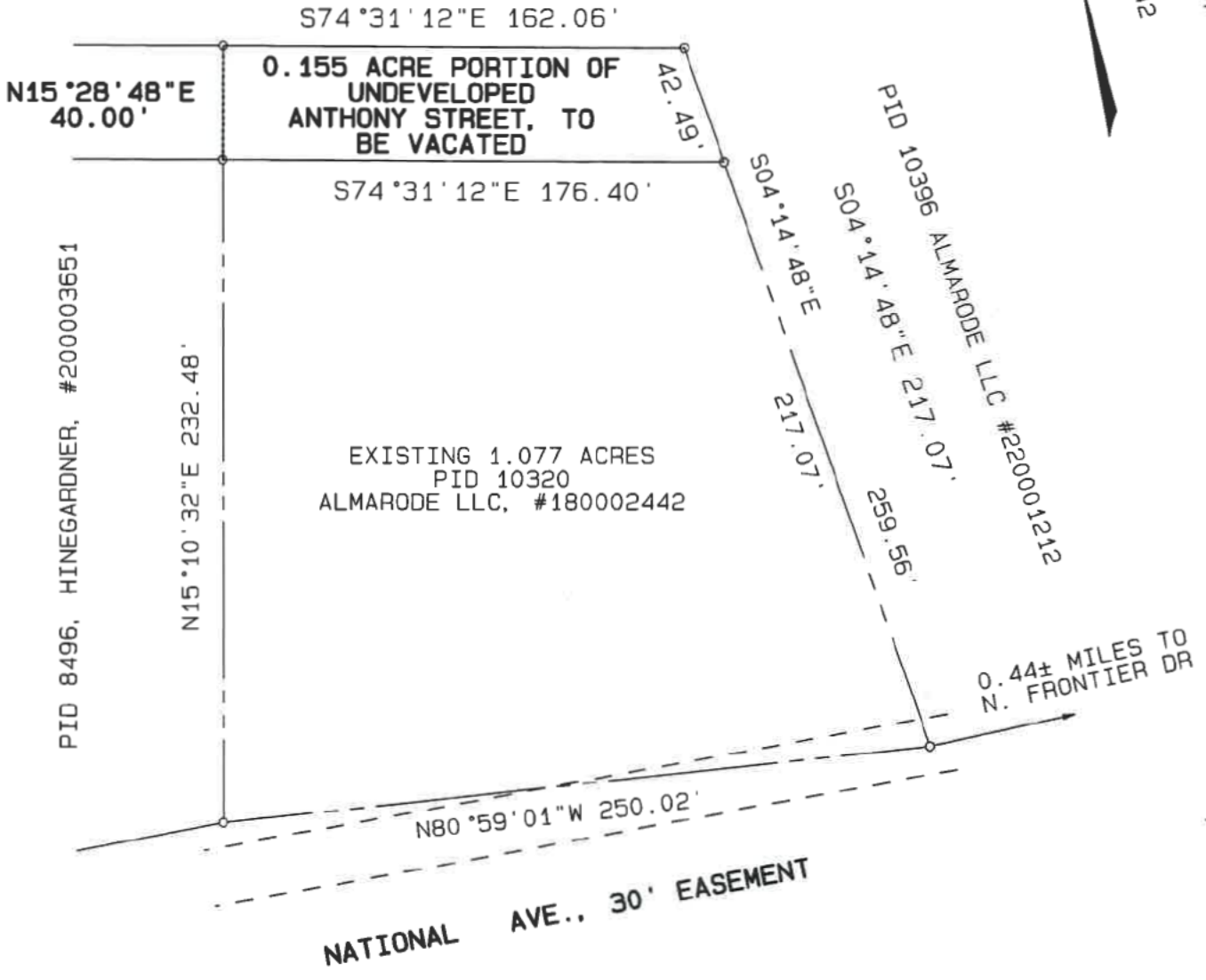
Suggested Motion: I move that Council adopt the ordinance and approve the conditional rezoning as recommended by the Planning Commission.

City Manager: Leslie M. Beauregard

#05842; PID 10320

PID 10396 ALMARODE LLC #220001212

#180002442



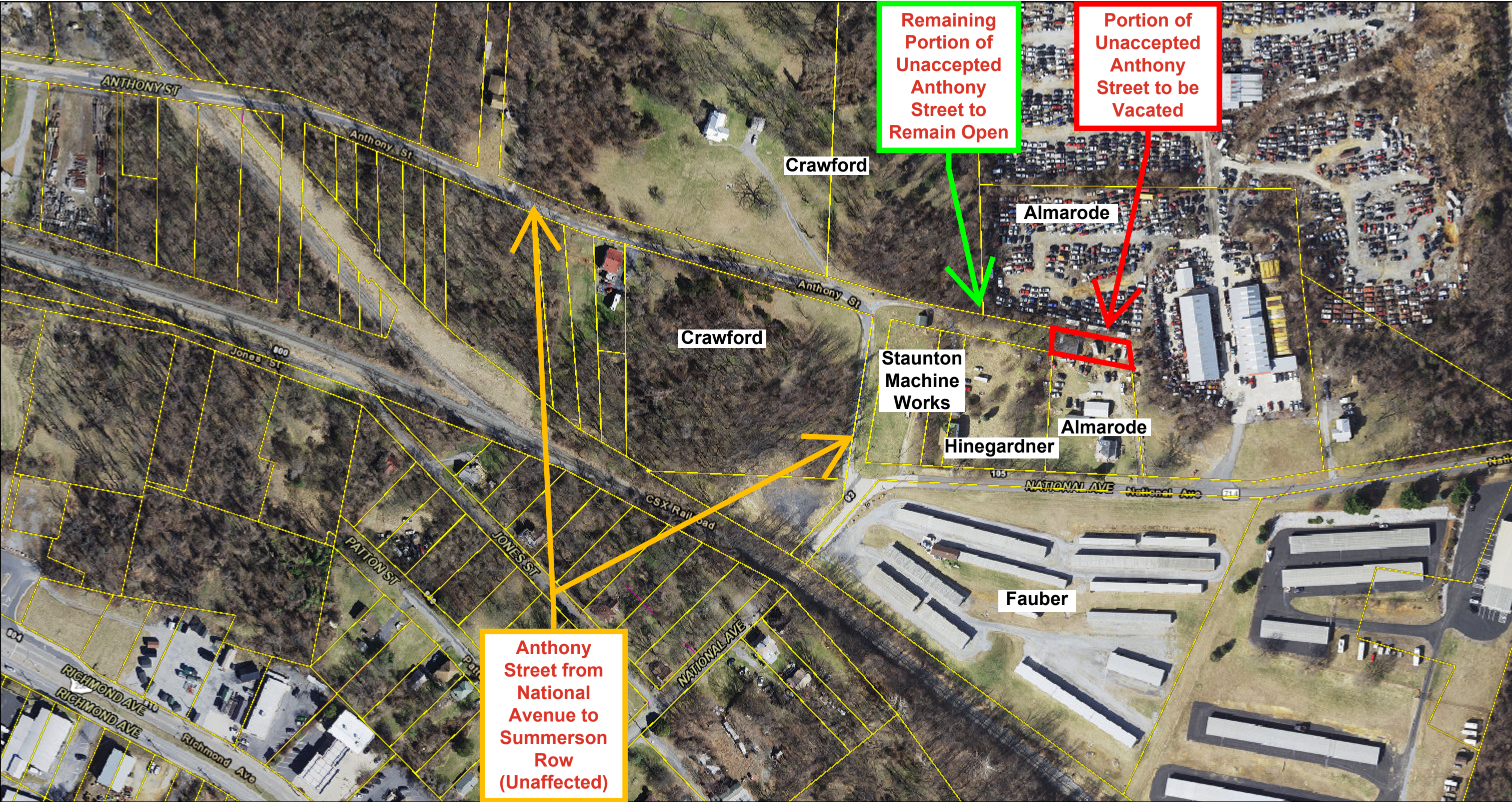
NOTE

- 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



6/4/2026, 12:00:59 PM

Tax Parcels

City Limits

World_Transportation

World Imagery

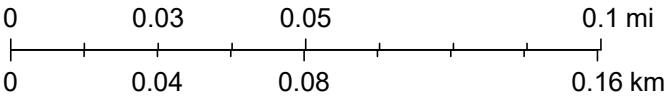
High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

60cm Resolution Metadata

1:2,618



Microsoft, Vantor, VITA, Esri, HERE, iPC

Draft 2026-04-06

Ordinance No. 2026-____

**AN ORDINANCE
CLOSING, VACATING, DISCONTINUING AND ABANDONING A PORTION OF
UNACCEPTED ANTHONY STREET
LOCATED BETWEEN 107 NATIONAL AVENUE (PARCEL IDENTIFICATION
NUMBER 10320) ON THE SOUTH
AND
111 NATIONAL AVENUE (PARCEL IDENTIFICATION NUMBER 10396) ON THE
NORTH AND EAST WITHIN THE CITY OF STAUNTON, VIRGINIA**

Recitals

A. An application for street vacation has been filed by Almarode LLC, pursuant to § 15.2-2206 of the Code of Virginia, 1950, as amended, to have all of that certain portion of the undeveloped street as hereinafter described, vacated and abandoned by the City of Staunton, Virginia;

B. The subject portion of the street was initially platted in approximately 1903 and was never accepted by the City as part of its public street system;

C. Almarode LLC is the owner of 107 National Avenue, identified as City of Staunton PID 10320, and 111 National Avenue, identified as City of Staunton PID 10396, and seeks to close the portion of the unopened Anthony Street located to the north, south and west of its property consisting of an area of 0.155 of an acre, more or less;

D. A plat showing the aforesaid portion of the street to be closed, vacated, discontinued and abandoned is annexed and incorporated by reference as **Exhibit A**;

E. The requirements of § 15.2-2206 of the Code of Virginia have been met along with those of § 15.2-2204 of the Code of Virginia;

F. At its regular meeting on May 21, 2026, the Planning Commission of the City of Staunton, Virginia, after study and review, properly heard the matter and recommended approval of vacating said portion of the street;

G. This matter has been properly advertised, heard, and considered; and,

H. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that the City hereby **CLOSES, VACATES, DISCONTINUES** and **ABANDONS** the portion of the street described as follows:

All that certain lot or parcel of land, situate the City of Staunton, Virginia, containing 0.155 of an acre, more or less, and being

designated as “0.155 Acre Portion of Undeveloped Anthony Street, to be Vacated,” and further described on that certain plat entitled “Composite Street Vacation Plat, Portion of Undeveloped Anthony Street, Staunton, Virginia,” dated April 14, 2026, prepared by Thomas E. Shumate, Jr., Land Surveyor for Tom Shumate Surveyor, Inc., a copy which plat is attached hereto as **Exhibit A**, and, by reference, is made a part hereof.

with reservation to the City of Staunton of any existing utility lines located in the street, with ownership of the area of the vacated street determined in accordance with applicable law.

Introduced:
Adopted:
Effective Date:

Michele D. Edwards, Mayor

ATTEST: _____
John C. Blair, II
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Tim Hartless Planning Manager
Item #	C	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Excellence; Inclusion & Equity Strategic Areas: An Economically Vibrant Community; A Healthy Community	
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-1C, 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 structure 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 permitted uses within the standard P-1, Professional

zoning include all uses permitted in R-1, R-2, R-3, and R-4 residential zoning. The applicant proposes to remove the R-3 and R-4 uses and limit the residential use of the property to only R-1 and R-2 uses. This will effectively mean the residential use of the property will be single-family dwelling only. All business uses permitted in standard Professional zoning will remain.

Staff has reviewed the request and has identified no issues. A change of use to a professional use will require a staff review. The change could require a site plan of development and/or a building permit depending upon the proposed use.

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.

Planning Commission Recommendation:

At its meeting on May 21, 2026, the Planning Commission conducted a public hearing. During the public hearing no one spoke in opposition to the request. On a 4-0 vote, the Commission unanimously voted to recommend approval of the request.

Attachments:

Attachment 1—Documents Submitted by Applicant

Attachment 2—Vicinity Map

Attachment 3—Current Zoning

Attachment 4—Proposed Rezoning

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

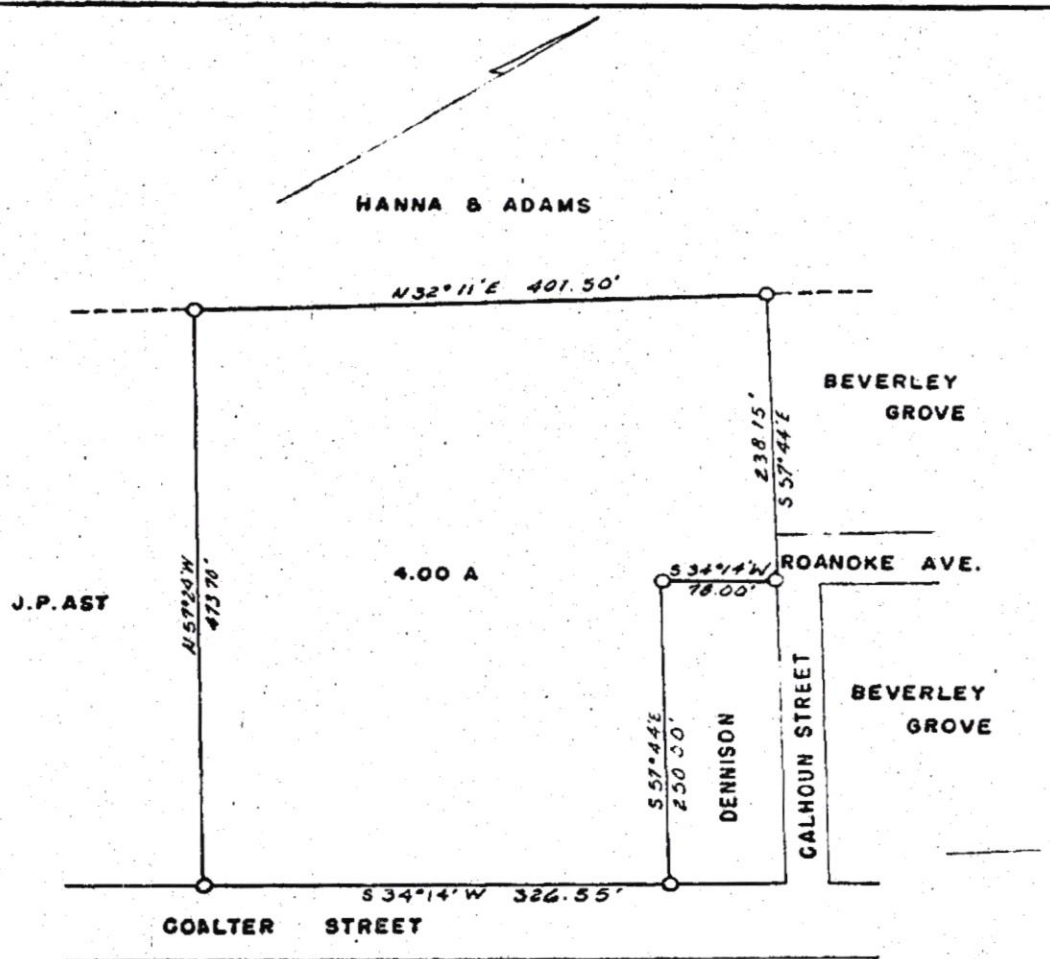
Attachment 6—Draft Ordinance of Rezoning

Suggested Motion: I move that Council adopt the ordinance and approve the conditional rezoning as recommended by the Planning Commission.

City Manager: Leslie M. Beauregard

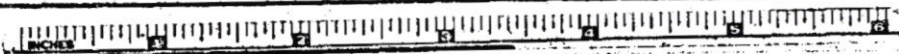
BOOK 125 PAGE 71

(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

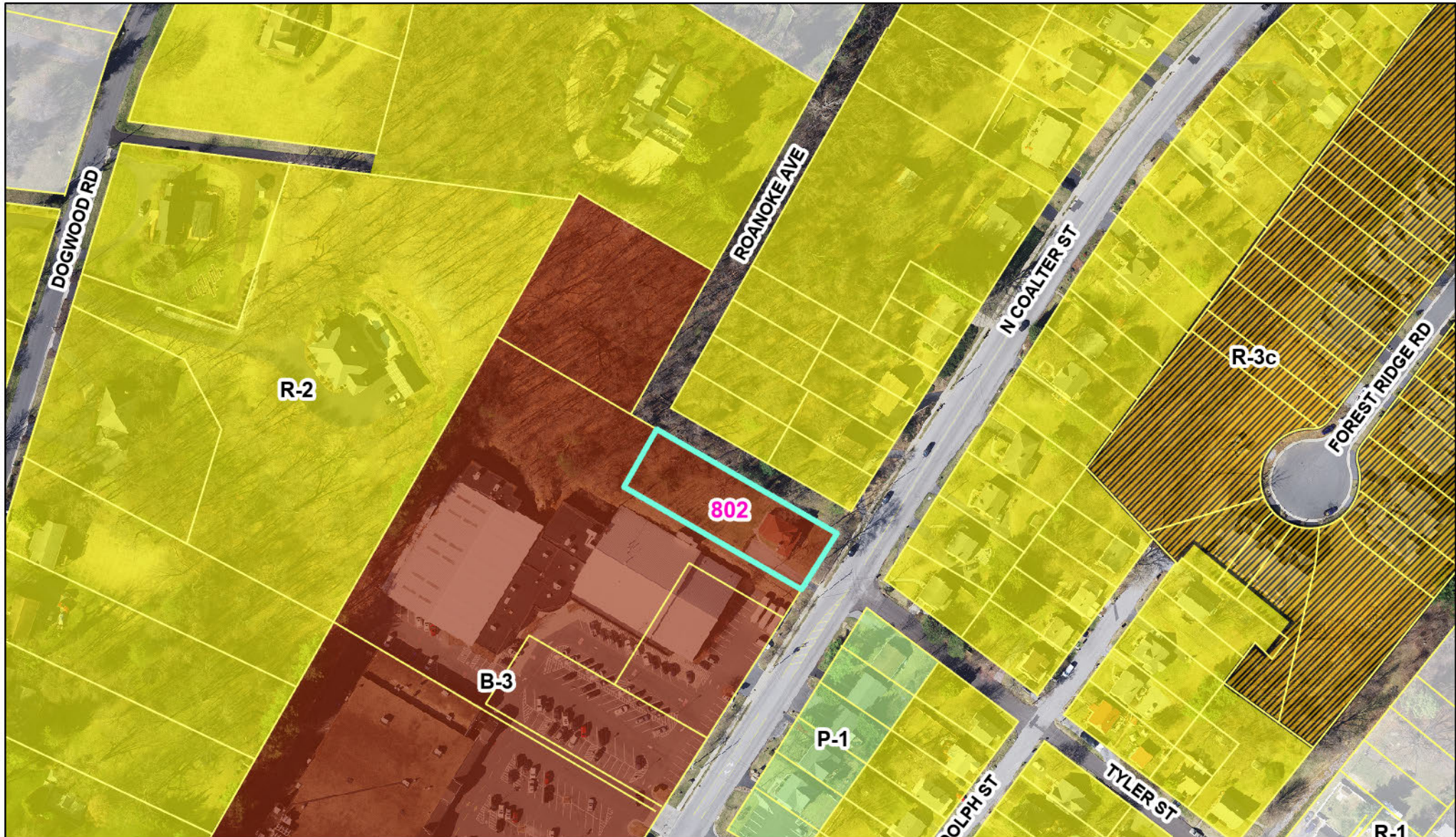
Vicinity Map: 802 N Coalter St

Attachment 2



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

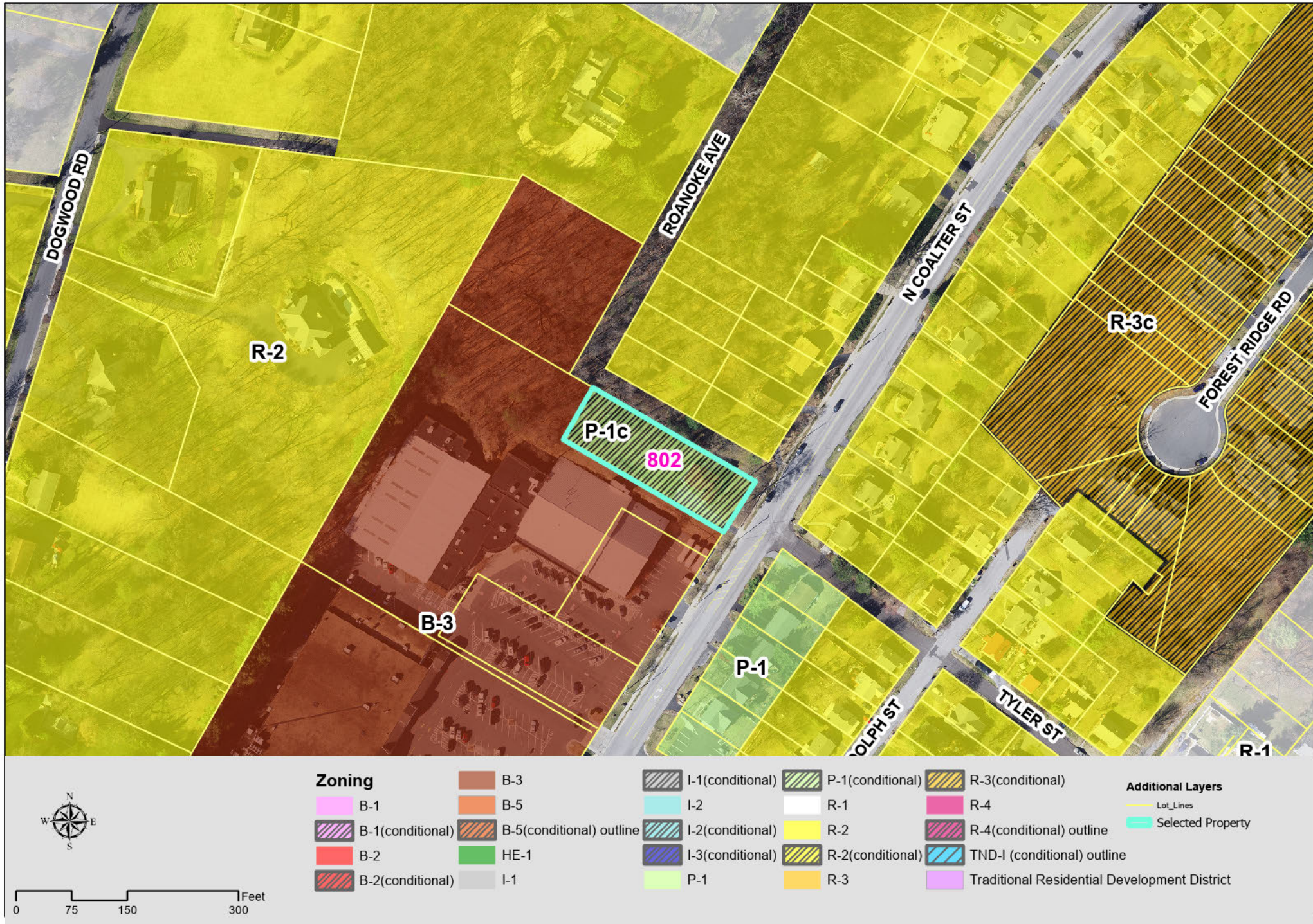
Additional Layers

Lot Lines
Selected Property



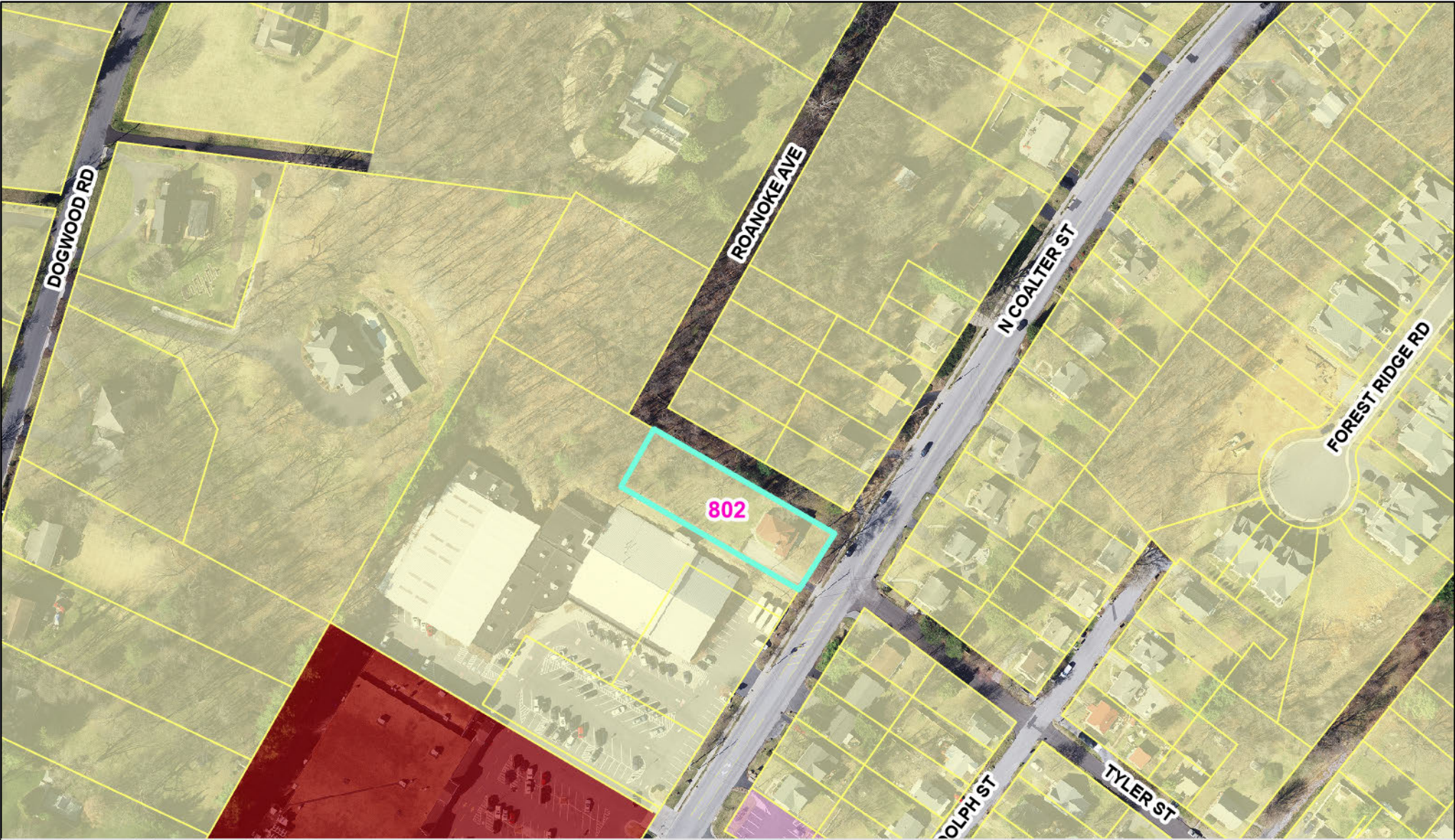
0 75 150 300 Feet

Attachment 4



Future Land Use: 802 N Coalter St

Attachment 5



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 75 150 300 Feet

Ordinance No. 2026-____

**AN ORDINANCE REZONING
FROM B-3, PLANNED BUSINESS DISTRICT,
TO P-1C, PROFESSIONAL DISTRICT CONDITIONAL,
ALL OF THAT CERTAIN TRACT OR PARCEL OF LAND
LOCATED AT 802 N COALTER STREET
(PARCEL IDENTIFICATION NUMBER 560),
IN THE CITY OF STAUNTON, VIRGINIA**

Recitals

A. It appears by deed dated November 1, 2006, recorded in the Clerk's Office of the Circuit Court of the City of Staunton, Virginia, as Instrument Number 060004552, that the Young Men's Christian Association of Staunton Virginia acquired from John W. and Hayley K. Stevens, the property that is known by present numbering as 802 N Coalter Street ("the property") with further description provided in the deed, a copy of which is annexed and incorporated herein by reference;

B. The Young Men's Christian Association of Staunton Virginia has applied to the City of Staunton for a zoning classification change for the property, under the provisions of the Staunton City Code, from B-3, Planned Business District, to P-1C, Professional District Conditional;

C. The proposed rezoning is consistent with the provisions of Staunton City Code Section 18.215.060(1) and is necessary so that the owner may offer the property for sale as either an office or single-family dwelling;

D. The Planning Commission of the City of Staunton conducted a public hearing on the application at its May 21, 2026 meeting and after study, review, and consideration of the comments made during the public hearing, properly heard the matter and recommended approval;

E. This matter has been properly advertised, heard, and considered; and

F. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that the property known as 802 N Coalter Street (Parcel Identification Number 560) in the City of Staunton, Virginia, is **HEREBY REZONED** from B-3, Planned Business District, to P-1C, Professional District Conditional, with conditions listed below based on the proffers offered by the applicant, on the basis that the rezoning would serve the interests of public necessity, convenience, general welfare, and good zoning practice.

The applicant proffers and the Staunton City Council accepts that the property known as 802 N Coalter Street shall be limited to the following uses if rezoned to the P-1C Professional District Conditional, zoning classification:

802 N Coalter Street Conditional Zoning

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

- (1) Any use permitted in the R-1 and R-2 low density residential districts.
- (2) Any use permitted on review in the R-1 and R-2 low density residential 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.
- (10) Funeral homes.
- (11) Signs as regulated by Chapter [18.140](#) SCC.
- (12) 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.
- (13) Co-location of telecommunication antenna and related equipment as regulated in SCC [18.185.020\(4\)](#).

In all other respects, the provision of Staunton City Code Chapter 18.50, P-1, Professional District, shall apply, remain unchanged, and are hereby restated, confirmed, and reordained.

Introduced:

Adopted:

Effective Date:

Michele D. Edwards, Mayor

ATTEST: _____

John C. Blair,
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Tim Hartless Planning Manager
Item #	D	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Excellence; Inclusion & Equity Strategic Areas: An Economically Vibrant Community; A Healthy Community	
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 as child daycares. Currently, child daycares are only permitted in certain zoning districts and most commonly through the special use permit process.

The zoning code defines “Day nurseries, private” as any place, home, or institution which receives six or more young children, conducted for cultivating the normal aptitude for exercise, play, observation, imitation, and construction.

Any facility serving five or less children may be permitted in residential areas through the Home Occupation Permit process. The proposed amendment only impacts those facilities caring for six or more children.

In R-3 and R-4 zoning districts, where daycares are currently permitted by special use permit, the zoning code uses the terms “private day nurseries and kindergartens”. Staff and the applicant agreed that it would be best to use the same terms in this amendment to keep continuity in the language of the code.

The table below indicates where and how daycares are currently permitted.

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.

Planning Commission Recommendation:

At its meeting on May 21, 2026, the Planning Commission conducted a public hearing. During the public hearing no one spoke in opposition to the request. On a 3-0 vote, the Commission unanimously voted to recommend approval of the request.

Attachments:

Attachment 2—Proposed Amendments

Attachment 2—Draft Ordinance

Suggested Motion: I move that Council adopt the ordinance and approve the zoning code amendments as recommended by the Planning Commission.

City Manager: Leslie Beauregard

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.

Ordinance No. 2026-____

**AN ORDINANCE AMENDING
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 AS A USE
PERMITTED ON REVIEW**

Recitals

A. Title 18, Zoning, of the Staunton City Code (SCC) regulates the use of land within the City of Staunton;

B. Currently, Title 18, Zoning, does not permit private day nurseries and kindergartens in R-1 or R-2, Low Density Residential zoning districts as a permitted principal use or a use permitted on review;

C. The Young Men's Christian Association of Staunton Virginia has applied for a zoning text amendment under the provisions of SCC 18.215 to amend Title 18, Zoning, and add private day nurseries and kindergartens as a use permitted on review in both the R-1 and R-2, Low Density Residential Districts;

D. At its April 16, 2026 meeting, the Staunton Planning Commission took action to authorize staff to proceed with drafting the requested zoning text amendment;

E. The Staunton Planning Commission conducted a public hearing on the request, after notice and advertisement as required by law on May 21, 2026;

F. The Planning Commission considered the matter and after study, review, and consideration of comments received during the public hearing has unanimously recommended approval of the amendment;

G. This matter has been properly advertised, heard, and considered; and

H. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that section 18.20.030, Uses Permitted on Review, of Chapter 18.20, R-1 Low Density Residential, and section 18.25.030, Uses Permitted on Review, of Chapter 18.25, R-2 Low Density Residential, of Title 18, Zoning, of the Staunton City Code, are **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows:

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.

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

In all other respects, the provisions of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:

Michele D. Edwards, Mayor

ATTEST: _____
John C. Blair II,
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, Virginia

Meeting Date:	June 25, 2026	Tim Hartless Planning Manager
Item #	E	
Department:	Community Development— Planning and Zoning	
Alignment with Staunton Plan (Value/Strategic Area):	Values: Excellence; Inclusion & Equity Strategic Areas: An Economically Vibrant Community; A Healthy Community	
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 Uses Permitted on Review	

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 contains approximately 35 acres of land 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, the applicant is requesting to add additional uses including:

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

The daycare is currently not a use permitted on review (by special use permit) in R-1 zoning and will require a zoning text amendment (handled through a separate item) before it can be

considered for an SUP. Staff supports that amendment request.

Analysis: Staff has reviewed the request and has identified no 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 include two required conditions for daycares:

1. There must be a fenced play area,
2. The daycare must meet all requirements of the Virginia Department of Health.

The Zoning Code does not establish any criteria to consider in evaluating applications for this type of use. In evaluating the application, staff looked at a number of factors:

- The impact of the 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”

A parking analysis indicates that 84 parking spaces are required for the existing uses and the proposed daycare, teen center, and pickleball complex. The site plan that is currently under review includes 204 parking spaces. A traffic impact analysis (TIA) has been submitted as part of the site plan review. The review of that TIA has been completed and has been found by staff to be acceptable.

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

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). Properties to the east and west are also located within the Bell's Lane Agricultural-Forestal Overlay District.

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.

Planning Commission Recommendation:

At its meeting on May 21, 2026, the Planning Commission conducted a public hearing. During the public hearing no one spoke in opposition to the request. On a 3-0 vote, the Commission

unanimously voted to recommend approval of the request 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. All off-street parking spaces required to accommodate the use(s) of the site shall be provided onsite and all arrival and departure activities for children shall also be done onsite.
3. The following conditions shall apply to all exterior lighting of the property:
 - a. The athletic fields shall not have stadium style illumination.
 - b. All exterior and building mounted lighting must consist of full cutoff style fixtures.
 - c. All exterior fixtures shall be limited to 3,000K or less light color temperature.
 - d. Light spillover at any property line may not exceed 0.5 footcandles.
 - e. Mounting height for all exterior fixtures shall not exceed 24 feet measured from the ground to the bottom plane of the portion of the fixture emitting light.
 - f. All exterior lighting must be turned off by 11 p.m. other than that which is necessary for security as determined by the Zoning Administrator and reflected through the lighting portion of the approved site plan. The Zoning Administrator may grant exceptions to these limitations for specific uses on the site or for special events. All requests shall be submitted to the Zoning Administrator at least seven days prior to the event.
4. All trash collection dumpsters located on the site must be fully screened by a dumpster enclosure and gates. The dumpster enclosure shall be constructed of either stone, masonry block, metal, wood, or composite materials to the satisfaction of the Zoning Administrator and reflected on the approved site plan.
5. The fenced play area is required in the current Zoning Code and shall be maintained for the duration of the Special Use as a child daycare. (*requirement of the zoning code 18.105.060 1*)
6. The daycare must meet all of the requirements of the Virginia Department of Health. (*requirement of the zoning code 18.105.060 (2)*)

Attachments:

Attachment 1—Documents Supplied by the Applicant

Request Letter

Minutes from November 11, 20/21 City Council Meeting

Plat of the property

Attachment 2—Layout Page from Site Plan

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

Attachment 4—Vicinity Map

Attachment 5—Current Zoning Map

Attachment 6—2018-2040 Future Land Use Map for the Area

Attachment 7—Draft Resolution

Suggested Motion: I move that Council adopt the resolution and approve the special use permit with conditions, as recommended by the Planning Commission.

City Manager: Leslie M. Beauregard

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

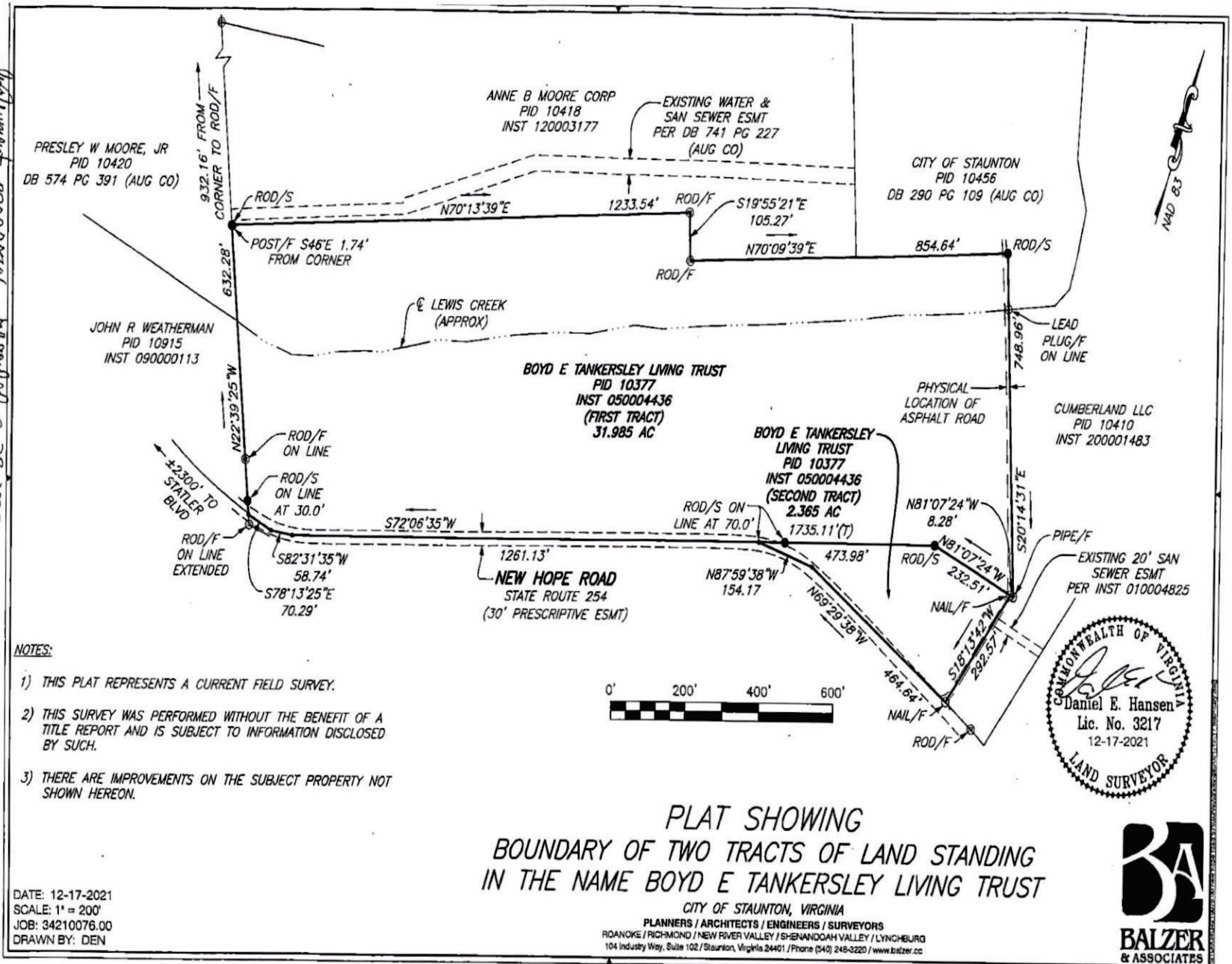
Chief Finance Officer Phil Trayer reported the first quarter unaudited postings, revenues and expenditures for FY 2022 year to date revenues posted through September 30 2021, totaling 11.5% of the annual appropriation in FY 2021. Through the first quarter, posted revenues were \$7,000,893 or 14% of the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

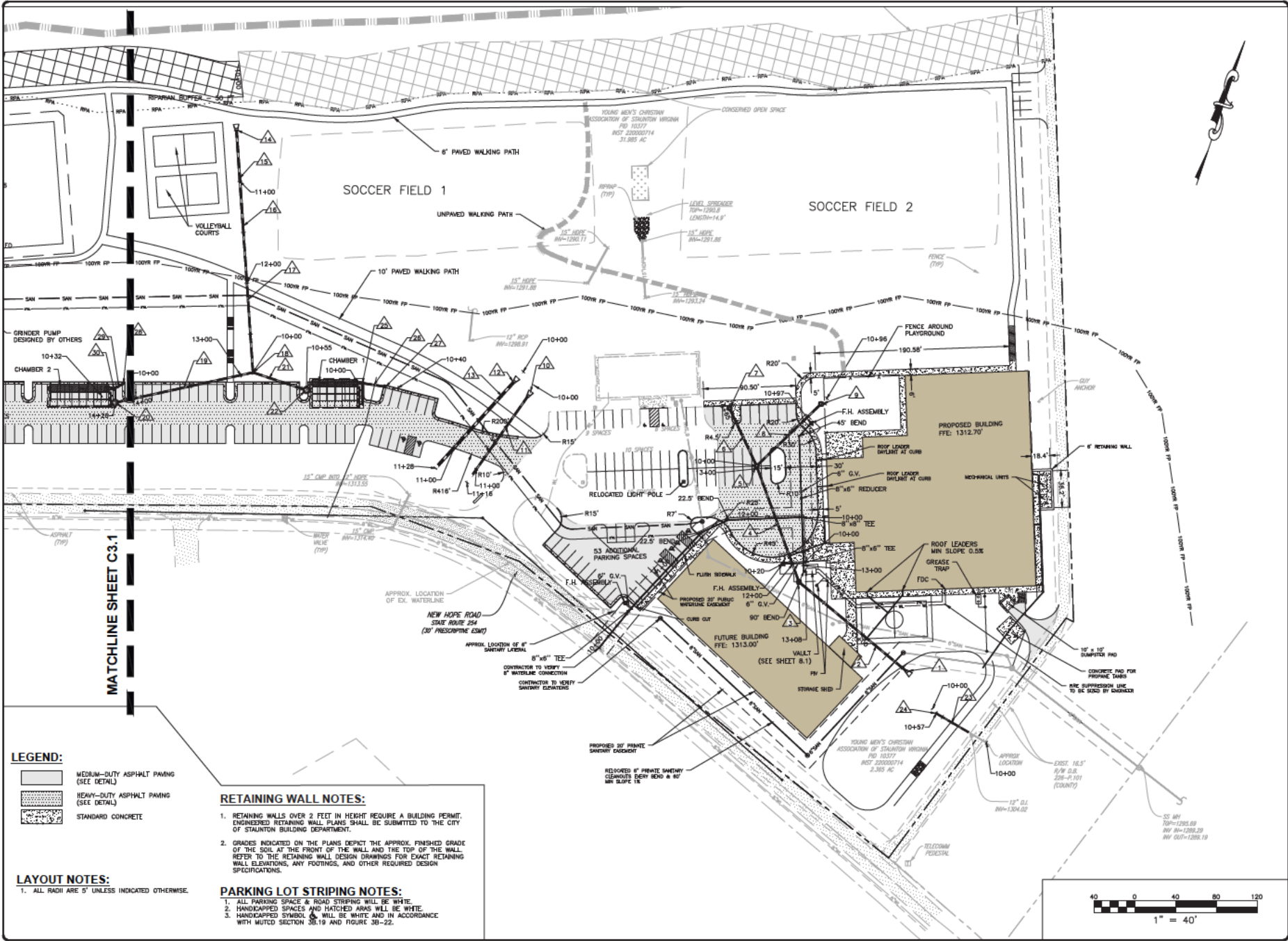
FY 2021 started with reduced budgetary revenues due to the COVID-19 shutdowns, but the FY 2022 budgetary base was increased by over \$6M because of ARPA appropriations. Overall, the comparison revenues are remarkably close with a variance of just \$3,400. Sales tax is up \$90,000 over the same time last 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

200000714 NAD 83 2-28-2021





575 NEW HOPE ROAD
LAYOUT & UTILITY PLAN

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

C3.0
PROJECT NO.: 340187638



BALZER & ASSOCIATES
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ENGINEERS / SURVEYORS

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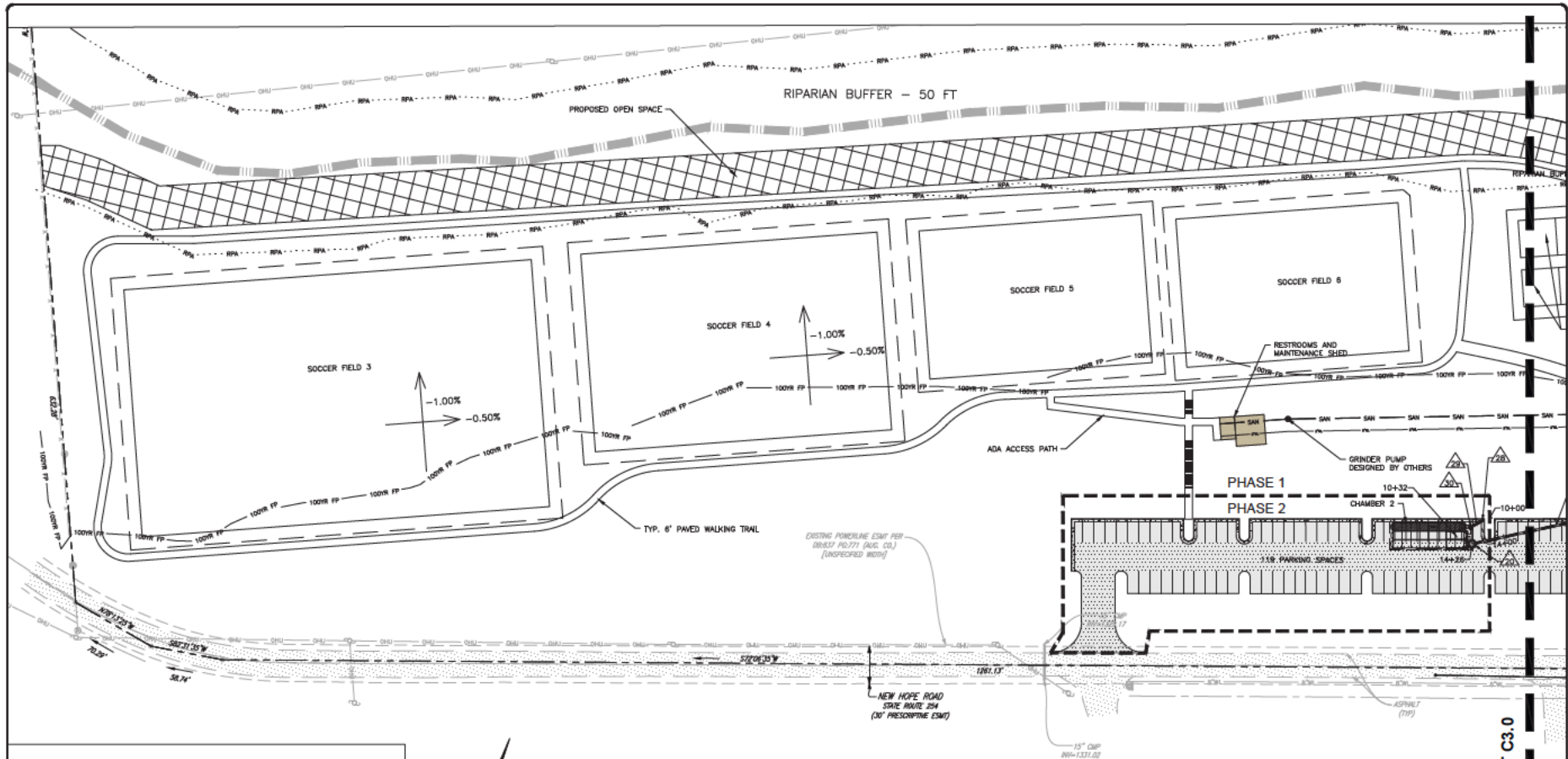


575 NEW HOPE ROAD
LAYOUT & UTILITY PLAN II

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

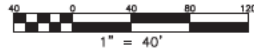
C3.1

PROJECT NO.: 340187618



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 NEED FOR 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 (CORPORATION 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 101.4 OF THE CITY DESIGN AND CONSTRUCTION STANDARDS AND MUST SUCCESSFULLY PASS S&D TESTING PRIOR TO FINAL ACCEPTANCE.



LAYOUT NOTES:

- ALL RADII 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.

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.

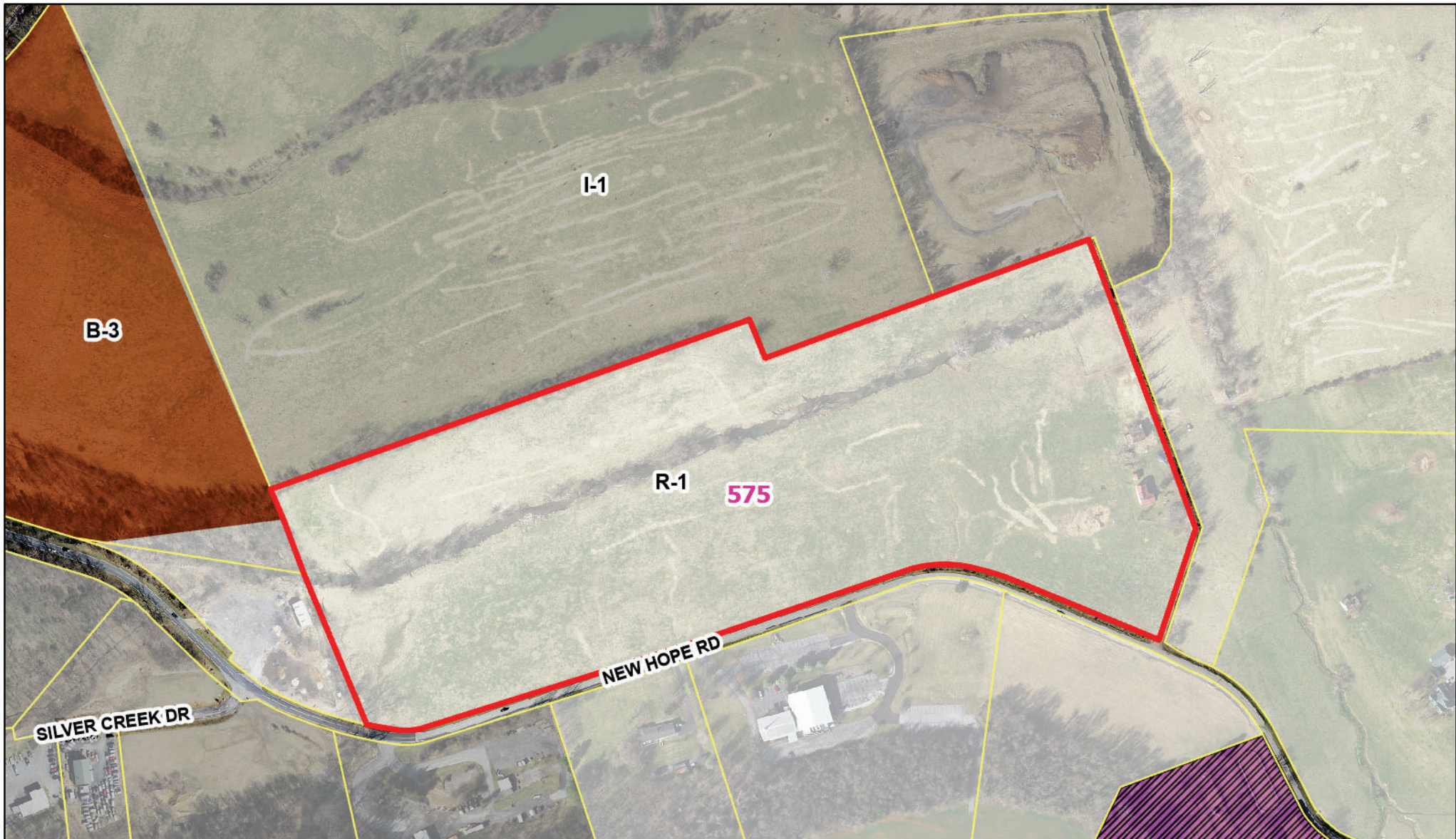
Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the Special Use Permit with the conditions as recommended by the Planning Commission.

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
B-5(conditional) outline
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

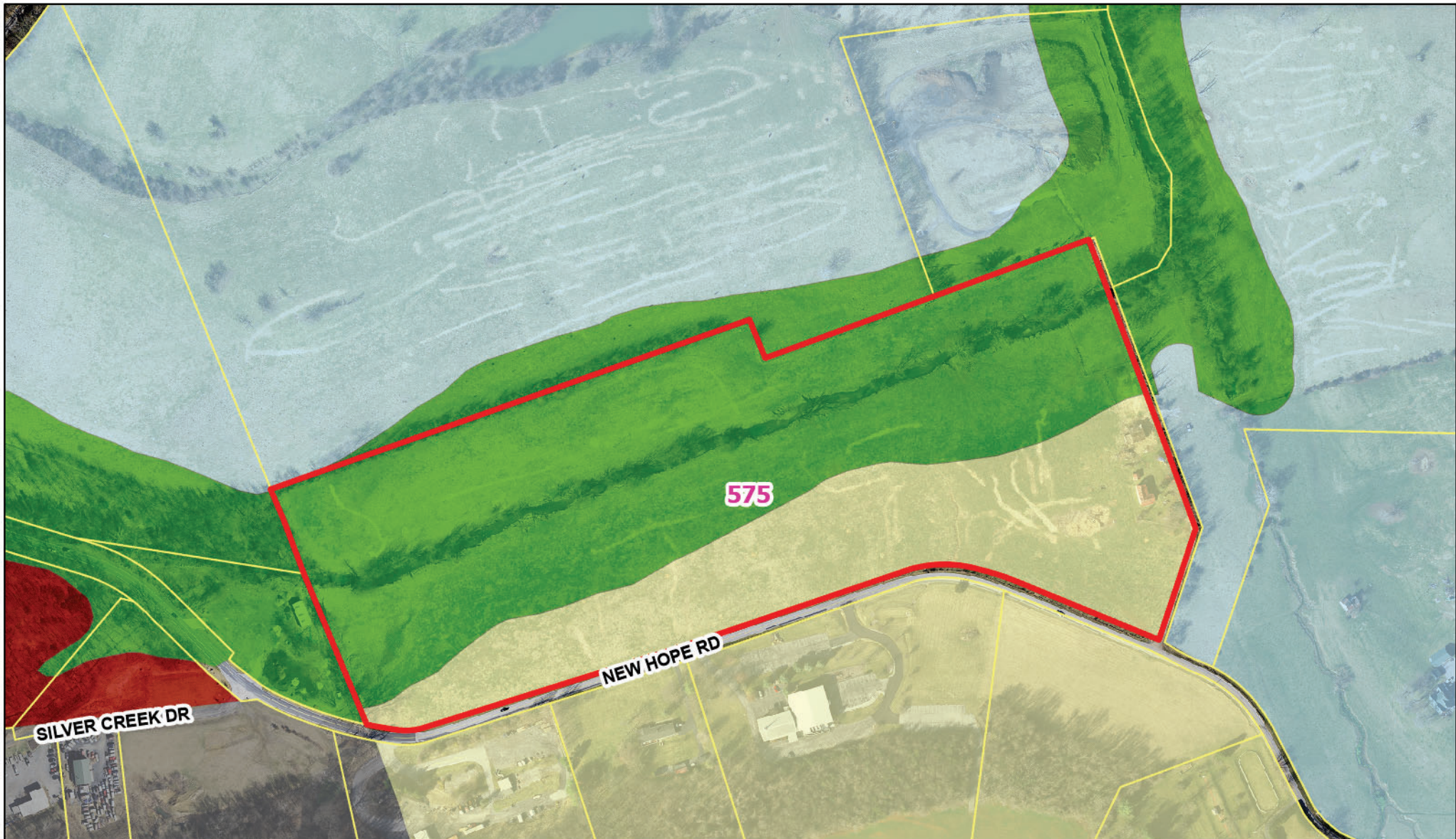
Lot_Lines
Selected Property



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

**RESOLUTION
OF THE
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
GRANTING A SPECIAL USE PERMIT FOR
A PRIVATE DAY NURSERY, PICKLE BALL COMPLEX, TEEN CENTER,
BASKETBALL COURTS AND BALL FIELDS
AT 575 NEW HOPE ROAD (Parcel Identification Number 10377)**

Recitals

A. The Young Men's Christian Association of Staunton Virginia (Applicant), has requested a Special Use Permit at 575 New Hope Road, identified as parcel identification number (PIN) 10377, in the City of Staunton, Virginia (the Property), to add a private day nursery, pickleball courts, teen center, basketball courts, and ball fields (the Project);

B. The Applicant seeks a Special Use Permit pursuant to Staunton City Code (SCC) Section 18.20.030 (9) and 18.20.030 (10) to establish the Project;

C. The Property is located within a R-1, Low Density Residential District, which, according to SCC Section 18.20.030 (9) social recreational uses not operated for gain and Section 18.20.030(10) private day nurseries and kindergartens may be permitted on review;

D. The Staunton Planning Commission conducted a public hearing on the request, after notice and advertisement as required by law on May 21, 2026 and recommended approval of the Special Use Permit;

E. Upon consideration of comments received at the public hearing, as well as the factors set forth within Section 18.20.030 and Chapter 18.210 of the SCC, Staunton City Council finds and determines that granting the proposed Special Use Permit would serve the public necessity, convenience, general welfare and good zoning practice; and

F. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that a Special Use Permit is hereby granted to allow the Project to be established on the Property, subject to the following conditions:

1. All structures or uses within the floodplain must comply with the Floodplain regulations set forth in SCC Chapter 18.170.
2. All off-street parking spaces required to accommodate the use(s) of the site shall be provided onsite and all arrival and departure activities for children shall also be done onsite.
3. The following conditions shall apply to all exterior lighting of the property:

- a. The athletic fields shall not have stadium style illumination.
 - b. All exterior and building mounted lighting must consist of full cutoff style fixtures.
 - c. All exterior fixtures shall be limited to 3,000K or less light color temperature.
 - d. Light spillover at any property line may not exceed 0.5 footcandles.
 - e. Mounting height for all exterior fixtures shall not exceed 24 feet measured from the ground to the bottom plane of the portion of the fixture emitting light.
 - f. All exterior lighting must be turned off by 11 p.m. other than that which is necessary for security as determined by the Zoning Administrator and reflected through the lighting portion of the approved site plan. The Zoning Administrator may grant exceptions to these limitations for specific uses on the site or for special events. All requests shall be submitted to the Zoning Administrator at least seven days prior to the event.
4. All trash collection dumpsters located on the site must be fully screened by a dumpster enclosure and gates. The dumpster enclosure shall be constructed of either stone, masonry block, metal, wood, or composite materials to the satisfaction of the Zoning Administrator and reflected on the approved site plan.
 5. The fenced play area is required in the current Zoning Code and shall be maintained for the duration of the Special Use as a child daycare. *(requirement of SCC 18.105.060(1))*
 6. The daycare must meet all of the requirements of the Virginia Department of Health as required in the current Zoning Code. *(requirement of SCC 18.105.060(2))*

Introduced:
Adopted:
Effective:

Michele D. Edwards, Mayor

Attest: _____

John C. Blair,
Clerk of Council