

**MINUTES
STAUNTON PLANNING COMMISSION**

**February 19, 2026
5:30 p.m.
City Council Chambers**

PRESENT: **Jessica Robinson, Chair
Judith Wiegand, Vice Chair
Scott Kesecker
Daniel Hansen**

ABSENT: **John Hutchinson**

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

Ms. Robinson called the February 19, 2026 meeting of the Staunton Planning Commission to order.

APPROVAL OF MINUTES

Ms. Wiegand moved to approve the minutes of the January 15, 2026 Planning Commission meeting as presented.

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

Ms. Wiegand	aye	Mr. Kesecker	aye
Mr. Hansen	aye	Ms. Robinson	aye
Mr. Hutchinson	absent		

NEW BUSINESS

**3-A) Public Hearing and Consideration of the City of Staunton,
Virginia, Capital Improvement Plan 2027 – 2031**

Background: The Chief Financial Officer will provide a review for the annual update to the Capital Improvement Plan for all City funds and the Education Fund. City and School Board staff updated the plan to review existing projects, revise projects, and to include new projects.

These minutes are intended to summarize the meetings of the Staunton Planning Commission. Full recordings of each meeting can be found on the [City's YouTube page](#).

Jessie Moyers presented the staff report for this item.

Ms. Moyers presented the Capital Improvement Plan (CIP), noting it is substantially the same presentation given in January. The CIP will also be presented to City Council on February 26, with a work session April 2 and anticipated adoption April 23, 2026 alongside the budget.

Infrastructure Reserve funded at two cents of the 2025 real estate tax rate, initially directed toward tunnel repairs.

Environmental sustainability/resiliency reserve proposed starting at \$100K in FY27, building to \$250K by FY31.

Not new, but combination of new sidewalks, bike/ped and greenway funding lines were combined for greater flexibility (funding levels unchanged).

Union Town: PER work underway; design expected to be encumbered this fiscal year; construction anticipated FY28.

Highlighted on the power point projects are Booker T Washington, the Recreation Master Plan, Revisioning Downtown and Development of the Remainder of the JDR sites. Those are directly out of the Staunton plan adopted for FY 26/28.

The salt shed equipment building (\$350K) was added this year.

There are a few VDOT administered projects, but nothing new added.

Mr. Hanson noticed a discrepancy in the VDOT plans in the first UPC, all are correct except for the first one. Ms. Moyers stated that she will follow up with Planning Commission on that. It could have been a cancelled project or they found additional funding.

Unfunded List: Police station, fire station, Fire Station #2 additions, Frontier Drive improvements (\$10.4M), streetscape projects (\$24M).

Water fund includes annual waterline replacements of \$450,000. Next major project is Richmond Ave, Phase 1 in FY 27 for \$2.5 mil., and Phase 2 in FY 29 for \$10.6 mil.(design and construction in FY30.) North River pipeline study was added this year (unfunded list).

The unfunded list for water projects (North River pipeline replacement) is almost \$50 mil.

Sewer projects remain unchanged with the exception of the \$2.7 mil. unfunded in FY 31 unless there are increases in the next several years.

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Some changes to the stormwater projects - two stormwater projects removed (Staunton High School stream restoration and Asylum Creek) due to insufficient TMDL credits.

Flood plan for FY 26 and the Wharf daylighting for FY 26 and Lake Tams is currently under design. Green Hills scheduled for FY 29.

Schools CIP: No changes since January; primarily maintenance (HVAC, roofs, generators, paving); unfunded items include the Shelburne renovation, SVCAL renovation, Dixon renovation, and operations facility.

Mr. Campbell suggested noting the strategic goals in effect at the time a project was added to the CIP, rather than requiring updates each cycle. Staff acknowledged this and indicated updates are planned.

Mr. Campbell asked when it comes before council with the Uniontown utilities can we accomplish those with the water and sewer fund, or will we need to utilize some of the specific Union Town funds.

Ms. Moyers answered water, yes and sewer hopefully.

Ms. Robinson opened the public hearing. There were no speakers.

Ms. Robinson closed the public hearing.

Recommendation: Staff recommends that Planning Commission conduct the public hearing and endorse the Capital Improvement's Plan as presented.

Motion: Ms. Wiegand moved that the Planning Commission recommend adoption of the City of Staunton, Capital Improvement Plan FY 2027-FY 2031. The motion was seconded by Mr. Kesecker and carried as follows:

Ms. Wiegand	aye	Mr. Kesecker	aye
Mr. Hansen	aye	Ms. Robinson	aye
Mr. Hutchinson	absent		

OLD BUSINESS

There was no old business to discuss.

OTHER BUSINESS

5-A) Consideration of an Amendments to the Planning Commission Bylaws Related to the Appointment of a Clerk and to the Presentation of Items.

These minutes are intended to summarize the meetings of the Staunton Planning Commission. Full recordings of each meeting can be found on the [City's YouTube page](#).

Mr. Hartless presented the staff report for this item.

Background: Moving forward, the city will no longer have a dedicated staff position known as Clerk of Council. The responsibilities of the Clerk have been divided among multiple existing positions. The Community Development Department will now be responsible for Clerking Planning Commission meetings. Ms. Nesselrodt, Zoning Administrator, has agreed to take on the role of Clerk of Planning Commission. Staff has prepared draft amendments to the bylaws which include updates to formally adopt this change.

In addition, changes have been proposed to memorialize current Commission policy related to the conduct of meetings and the presentation of items:

1. The Applicant will be given up to 10 minutes before the public hearing to present their request.
2. During the public hearing, each speaker will be allowed three minutes.

Recommendation: Staff recommends that Planning Commission approve the amendments to the bylaws.

Analysis: Mr. Hansen questioned if they should vote on the clerk every year since they have elections for chair and vice-chair.

Mr. Hartless noted the clerk will be the same person in that position until they leave or retire.

Mr. Hansen also believes the ten minute per applicant and 3 minutes for speaker be a guideline and not a steadfast rule.

Ms. Robinson mentioned she feels the need to be consistent with all.

Ms. Wiegand suggested that the chair have some discretion.

Ms. Robinson believes they need to mirror what City Council does.

Recommendation: Staff recommends that Planning Commission approve the amendments to the bylaws.

Motion: Ms. Wiegand moved that Planning Commission adopt the amended bylaws. The motion was seconded by Mr. Hansen and carried as follows:

Ms. Wiegand	aye	Mr. Kesecker	aye
Mr. Hansen	aye	Ms. Robinson	aye
Mr. Hutchinson	absent		

UPDATE ON ACTIONS OF CITY COUNCIL

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Mr. Hartless provided an update: City Council approved the rezoning for the Dunsmore Business College, 912 W. Beverley from R-4 High Density Residential to B-5 Mixed Use Conditional as recommended by Planning Commission.

MATTERS FROM THE PUBLIC

There were no matters from the public.

ADJOURNMENT

Before adjourning, Ms. Robinson informed the members that two Planning Commission members are resigning – Mr. Kesecker and Mr. Hutchinson. Ms. Robinson thanked them for their service.

Ms. Robinson stated the next Planning Commission meeting would be held on March 19, 2026.

Upon a motion properly made, seconded, and unanimous, the meeting adjourned at 5:57p.m.


Linda M. Nesselrodt,
Clerk of Planning Commission