

LEXINGTON PLANNING COMMISSION

August 12, 2021 - 5:00 P.M

**First Floor Meeting Room (Community Meeting Room), Lexington City Hall
300 East Washington Street, Lexington, VA 24450**

AGENDA

- 1. CALL TO ORDER**
- 2. ELECT TEMPORARY CHAIR**
 - A. Nominations
 - B. Motion & Vote
- 3. APPROVAL OF THE AGENDA**
- 4. APPROVAL OF MINUTES**
 - A. Minutes from June 24, 2021*
 - B. Notes from July 8, 2021*
- 5. CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA**
- 6. NEW BUSINESS**
 - A. Elect Chairperson
 - 1) Nominations
 - 2) Motion & Vote
 - B. Elect Vice-Chairperson
 - 1) Nominations
 - 2) Motion & Vote
 - C. EC COA 2021-04: An application by Matthew Yager to replace the signage for BB&T now Truist Bank at 537 E. Nelson Street, Tax Map 30-1-8A, owned by Bank of Rockbridge.
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Commission Discussion & Decision
 - D. SP 2021-04: Application by Russ Orrison for a site plan review for construction of the Center for Excellence on the Sigma Nu Educational Foundation property located at 9 N. Lewis Street, Tax Parcel #s 24-10-1, 24-10-2, 24-10-4, 24-10-4A, 24-10-5, 24-10-5A, 24-1-117, 24-1-118, 24-1-119, 24-1-121A, 24-1-119A, 24-1-121, 24-1-120.
 - 1) Staff Report*
 - 2) Applicant Statement
 - 3) Public Comment
 - 4) Commission Discussion & Decision

E. ZOA 2021-03: Annual Zoning Ordinance Amendments, Small Cell facilities.

- 1) Continued discussion of Small Cell text amendment*
- 2) Public comment

6. OTHER BUSINESS

7. CITY COUNCIL REPORT

8. ADJOURN

*indicates attachment

MINUTES

**The Lexington Planning Commission
Thursday, June 24, 2021 – 5:00 p.m.
Zoom Meeting – City Hall
300 East Washington Street**

Planning Commission:

Presiding: John Driscoll, Chair
Present: Leslie Straughan, Council Liaison
Jamie Goodin
Matt Tuchler

City Staff:

Arne Glaeser, Planning Department
Kate Beard, Administrative Assistant

Absent: Pat Bradley, Vice-Chair
Blake Shester

CALL TO ORDER

Chair Driscoll called the meeting to order at 5:00 p.m. A. Glaeser read a statement saying that due to the COVID-19 pandemic the City of Lexington is taking action to limit attendance at public meetings. The City Council has approved an emergency ordinance allowing all meetings to be held as real time electronic meetings streamed to the City's Facebook page and uploaded to Youtube the following day.

AGENDA

The agenda was approved unanimously (L. Straughan/J. Goodin).

MINUTES

Minutes from the June 10, 2021 meeting were approved unanimously (L. Straughan/M. Tuchler). J. Goodin abstained as he was not present on June 10th.

CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA

None

NEW BUSINESS

A. SP 2021-03: Application by Roy LeNeave, for a site plan review for the Heritage Hall property at 205 Houston Street, Tax Map #: 29-1-55.

- 1) Staff Report – This is a public hearing for an application for the addition of a pavilion to the rear of the existing Heritage Hall building. This application was submitted after construction was underway. The pavilion cannot be seen from Houston Street but is visible from the side street and bubble pool area. L. Straughan asked if the pavilion is to be a permanent structure with hard sides. A. Glaeser answered that the wooden structure would be open on the sides with a roof and permanent floor. He added that it was replacing a smaller, carport-like structure. J. Driscoll offered that it is located off of the dining room and is an area used for family gatherings. In response to questions from Commissioners Tuchler and Driscoll, A. Glaeser stated that when reviewed against the eight criteria to be

considered in Site Plan approvals, nothing in the proposal stood out as unusual, and he had received no comments from adjacent property owners.

- 2) Applicant Statement – None
- 3) Public Comment – None
- 4) Commission Discussion & Decision – **L. Straughan moved to approve Site Plan number SP 2021-03 and find the submitted site plan to be in compliance with the Zoning Ordinance. J. Goodin seconded and the motion passed unanimously (4-0).**

B. ZOA 2021-03: Annual Zoning Ordinance Amendments, Small Cell facilities.

- 1) Discussion of Small Cell text amendment – A. Glaeser began by saying that any regulations would need to make distinctions between new and existing structures, administrative review-eligible projects and standard process projects, and structures that are in the right-of-way and those outside the right-of-way. He noted that Conditional Use Permits, variances, special use permits and special exceptions cannot be applied to small cell facilities – that, in essence, the Virginia Code largely disallows having a public hearing process for small cell facilities. He suggested that as the Commission considers drafting an ordinance for these facilities, one of its primary focuses should be on what regulations are and are not allowable in the Historic Districts. He then led the Commission through a side-by-side comparison of the Charlottesville and Virginia State Codes concerning small cell facilities. He noted that the definition of “administrative review-eligible project” is a new project not located within a historic district. M. Tuchler questioned how the Commission would feature in the permitting process for small cell facilities. A. Glaeser said he believed the process would be largely administrative with exceptions for permitting in the historic districts where a review process is allowable. He said he believed review of applications for small cell permits in the historic districts could be public, though he is unsure at this point whether it would follow the process for a Conditional Use Permit or a Certificate of Appropriateness for review by the ARB. He indicated that lack of Planning Commission oversight may be why Charlottesville put their regulations in the Streets and Sidewalks chapter rather than the Zoning chapter of their city code. L. Straughan said that based on what she learned at a conference on this subject she also believes that having design standards and ARB review is the only real way to have oversight of these facilities. There was discussion of what is and is not within the right-of-way. A. Glaeser responded to a question from J. Goodin by confirming that the Charlottesville permitting and application fee structure seems to directly track the Virginia Code. Commissioners acknowledged the potential issues presented by the shot clock mandated in the Virginia Code. A. Glaeser pointed out allowable reasons for denying collocation of small cell facilities and again suggested the Commission focus on providing as much oversight as is allowable in the historic districts. He suggested the Williamsburg small cell design guidelines language be adopted in order to retain authority over

these facilities in the historic districts but explained that he is still unsure whether the Williamsburg language can/should be made a part of the Zoning Ordinance or adopted as design guidelines. J. Driscoll asked if the ARB ought to review the final text once it has been drafted and A. Glaeser agreed that it should. In response to a question from M. Tuchler, A. Glaeser clarified the only districts that would fall under any historic preservation guidelines/regulations are the Residential Historic and Downtown Historic Districts. There was more discussion of how the ownership of utility poles and whether they are located within the right of way might affect collocation of small cell facilities. L. Straughan suggested inserting the Williamsburg design guideline language into the Charlottesville Code in Sec. 28-239.(b) *Other requirements* on page 13 of the staff-prepared working document. A. Glaeser pointed out the Virginia Code does allow for undergrounding requirements, though he added that the City could likely only make that requirement in areas where undergrounding has already occurred. He also noted that the Virginia Code allowed for enforcement provisions for abandoned facilities. A. Glaeser suggested that for Commission's next discussion he would provide more details on restrictions and guidelines that may be adopted for the historic districts. Commissioners indicated their approval of this plan.

2) Public comment - None

OTHER BUSINESS

- A. Chair and Vice-Chair nominations and vote first meeting in July – J. Driscoll reminded the Commission that nominations and voting for Chair and Vice-Chair would take place at the July 8, 2021 meeting. He stated that he does not intend to stand for Chair again next year. L. Straughan said she would not be present for the July 8th meeting but believes that as Council Liaison it would not be appropriate for her to serve as Chair or Vice-Chair. J. Driscoll thanked the other Commissioners for their help during his Chairmanship and noted that his primary goal has been implementation of the Comp Plan.
- B. VA American Planning Association conference session to present Lexington Comprehensive Plan 2040 – J. Driscoll explained the application submittal was a last minute decision. He said the idea was to have Kelly Davis of the Berkley Group prepare an introduction based on her presentation for the public hearing and to invite former Commissioner Camille Miller as she had worked extensively on both Comp Plans and could address the shift in focus between the two. He asked if any Commissioner would like to attend in his stead and invited input on the presentation.
- C. Draft Joint City Council & Planning Commission Worksession agenda for July 1, 2021 – J. Driscoll said he had met with Mayor Friedman to discuss the Agenda for the Joint Work Session and the draft Agenda presented to the Commission has the Mayor's approval. L. Straughan suggested #3 (Proposed Planning Commission Schedule) be heard before #2 (Developing priorities within Staffing and Community Resources). J. Driscoll indicated he would like to schedule the small area plan session for some time after Labor Day. A. Glaeser provided clarification of the issues remaining on Commission's schedule for the year and added that the Bike/Ped Plan is now an item for immediate consideration. L. Straughan asked how the Bike/Ped Plan would move forward and if a committee would be

formed. A. Glaeser said the process would be very similar to the one used for Jordan's Point Park. J. Driscoll suggested the Green Infrastructure group may have useful input. L. Straughan suggested that City Council be asked about what the Commission's role in the implementation of the Bike/Ped should be. In response to a question from Commissioner Tuchler, L. Straughan said that the Mayor chooses which Boards/Commissions Council Members serve on and she anticipates remaining on the Planning Commission for the next year at least. J. Driscoll agreed to the agenda change suggested by Commissioner Straughan and reviewed the remaining agenda items.

CITY COUNCIL REPORT

L. Straughan said Council started the June 17, 2021 meeting with a work session regarding capital projects. She said the Nelson Street bridge over Woods Creek needs to be replaced and Council will need to reprioritize capital improvement projects. During the regular meeting there was a brief discussion of the RARA contract on the Piovano building. The City Attorney and the attorney for RARA are working on the contract and she anticipates it being ready for Council's review by their next meeting. The City Manager is meeting with other parties interested in the remaining 2 acres.

ADJOURN

The meeting was adjourned at 6:30 pm with unanimous approval (M. Tuchler/L. Straughan).

J. Driscoll, Chair, Planning Commission

NOTES

**The Lexington Planning Commission
Thursday, July 8, 2021 – 5:00 p.m.
Zoom Meeting – City Hall
300 East Washington Street**

Planning Commission:

Presiding: Pat Bradley, Vice-Chair
Present: Jamie Goodin
Blake Shester

Absent: John Driscoll, Chair
Leslie Straughan, Council Liaison
Matt Tuchler

City Staff:

Arne Glaeser, Planning Department
Kate Beard, Administrative Assistant

CALL TO ORDER

Vice-Chair Bradley called the meeting to order at 5:01 p.m.

AGENDA

Due to a lack of quorum, the agenda was not approved.

MINUTES

Approval of the minutes from the June 24, 2021 meeting were tabled due to a lack of quorum. B. Shester offered that the minutes should reflect his absence and Commissioner Goodin's presence.

CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA

None

NEW BUSINESS

A. Elect Chairperson – Tabled until August 12, 2021 meeting due to lack of quorum.

B. Elect Vice-Chairperson – Tabled until August 12, 2021 meeting due to lack of quorum.

C. ZOA 2021-03: Annual Zoning Ordinance Amendments, Small Cell facilities

- 1) Discussion of Small Cell text amendment – A. Glaeser explained that the updates provided in this packet are in blue text, primarily in the State Code section, and represent either corrections to the last packet or additional citations he found during his continued research. He provided the Commission with what he has learned of how Charlottesville handles small cell facilities in their historic districts and indicated that should Commission choose to adopt a similar procedure, more than a zoning text amendment would be necessary. To mirror Charlottesville, Commission would also need to update Miscellaneous Uses for design standards for transmission towers, update design standards/criteria for each of the City's historic districts, add new language to the Streets and Sidewalks Chapter, and update the Use Matrix. He spoke with Charlottesville planning staff who warned that the initial application is the most important as no additional restrictions can

be imposed on subsequent applications for the same building or location. Additional discussion ensued. A. Glaeser reviewed and answered some of the questions asked by Commissioners during the June 24, 2021 meeting. Further discussion took place.

2) Public Comment – None

Nicholas Betts, 221 Massie Street – asked if there was a timeframe by which these ordinances need to be put in place. A. Glaeser answered that while they have been prioritized, there is no firm date by which any of the amendments under consideration must be adopted. Mr. Betts then suggested that the statutory language quoted on page 23 of the packet concerning “absence of required approval from others with jurisdiction...” could refer to property either co-owned with Rockbridge County or federally owned.

Charles Aligood, 506 Cavalry Road – asked about the potential density of small cell facility placement. A. Glaeser answered that he did not anticipate a high density of these facilities. B. Shester noted that during the 2020 Mock Convention, Washington and Lee had increased data access points near the tennis center in anticipation of high data demand, though he did not believe small cells had been used. J. Goodin pointed out that disasters create a high demand for data. Mr. Aligood then stressed that attention be given to application, permitting and franchising fee structures and that all allowable fees be recouped by the City.

3) Commission Discussion – P. Bradley asked what Commissioners should expect for their next discussion of this issue. A. Glaeser said he intends to take a closer look at Williamsburg’s regulations to determine whether they may be more easily adopted into the City’s zoning ordinance. He said he also would like to answer the remaining questions asked during the June 24th meeting, and further understand what the State rules and regulations allow the City to do. Commissioners agreed that the public was being given adequate opportunity for input.

OTHER BUSINESS

A. Glaeser informed Commission that a Site Plan application had recently been received for the Sigma Nu Center for Excellence and would likely be ready for review and public hearing by August 12th. He also mentioned that City Council had discussed Planning Commission appointments at its last meeting and had delayed making final decisions until possibly the next meeting.

CITY COUNCIL REPORT – Council Liaison, L. Straughan was absent.

ADJOURN

P. Bradley recommended that the meeting end at 6:10 p.m.

P. Bradley, Vice-Chair, Planning Commission

Staff Report & Recommendation
Entrance Corridor Certificate of Appropriateness
EC COA 2021-04 – Truist Signs

Project Name	rebranding of BB&T/Suntrust bank to Truist
Property Location	537 E. Nelson Street
Zoning	Entrance Corridor Overlay District (EC), Commercial Shopping Centers (C-2) zoning district
Owner/Applicant	Bank of Rockbridge / Matthew Yager with Signs R Us

OVERVIEW OF REQUEST

This request is to replace all of the existing signage on the subject parcel with the new Truist brand. The request includes replacing the freestanding sign, all directional signs, parking signs, ATM signs, and window signs on the front door glass. All of the proposed drawings from the applicant show white lettering for Truist and either a blue background or a charcoal grey background as options. Staff notes the original sign packet included 65 pages of sign photographs and details and a number of pages are not included in the staff packet for brevity. Staff recommends the Planning Commission first consider and determine the sign background color that is preferable, and then discuss the sign types individually as needed.

With the exception of signs E06, E07, and E08, it appears all of the proposed signs do not exceed the display area or the height of the signs they are replacing. Signs E06, E07, and E08 are nonconforming signs and a nonconforming sign cannot be increased in size or height. The replacement of a nonconforming sign can only occur with a sign that is of equal size/height or with a sign that is smaller or shorter than the existing nonconforming sign. Signs E06, E07, and E08 appear to be taller than their replacement sign. The subject parcel is located in the Commercial Shopping Centers (C-2) zoning district and in the Entrance Corridor Overlay District (EC).

location map



**Staff Report & Recommendation
Entrance Corridor Certificate of Appropriateness
EC COA 2021-04 – Truist Signs**

photographs of existing signs



APPLICABLE ZONING DISTRICT SECTIONS

Section 420-3 of the zoning ordinance lists *office, general* as a permitted use by-right in the C-2 zoning district.

APPLICABLE SIGNAGE REGULATIONS

Section 420-13.2 of the sign regulations requires a sign permit before a sign may be erected, constructed, posted, painted, altered, or relocated. The proposed replacement of a panel in the freestanding sign therefore requires review and approval.

**Staff Report & Recommendation
Entrance Corridor Certificate of Appropriateness
EC COA 2021-04 – Truist Signs**

Section 420-13.6 of the sign regulations allow any business located within a C-2 zoning district to display no greater than 100 square feet of signage per building street frontage and individual signs are limited in their size and placement according to the table included in Section 420-13.6. Staff did not tally up all of the signage to ensure the total does not exceed 100 square feet of signage per building street frontage because the proposed signage is either equal to or less than the display area of existing signage. Even if the total display area exceeds the 100 square foot allowance, the nonconforming condition is not exacerbated because the proposed amount of display area is less than what currently exists on the subject parcel.

Section 420-13.9 requires illuminated signs to be illuminated in such a way that light does not shine into on-coming traffic, affect highway safety, or shine directly into a residential dwelling unit zoned R-1, R-2, or R-M. The sign panel proposed for the freestanding sign will be backlit and this type of lighting is not typically bright enough to cause issues with traffic or create issues with adjacent residences.

APPLICABLE ENTRANCE CORRIDOR REGULATIONS

Section 420-6.6.A requires a Certificate of Appropriateness be approved by the Planning Commission prior to 1) building permit issuance for exterior building modifications, 2) site plan approval, and 3) exterior color changes to a building or to a sign.

Section 420-6.7.B allows the Planning Commission to consider any architectural feature which influences appearance, such as, but not limited to, motif and style, color, texture and materials, configuration, orientation, mass, shape, height and location of buildings, location and configuration of parking areas, landscaping and buffering.

Section 420-6.8 states all applications for an entrance corridor certificates of appropriateness must satisfy the design standards for landscaping, signage, architecture, site planning, and lighting. Only the signage design standards are applicable to this certificate of appropriateness request and the remaining standards are not applicable.

B. Signage.

1. Each parcel shall have an overall sign plan which reflects a consistent style and specifies the size and color scheme for proposed signage.
2. Materials used in signs and their support structures should reflect the building served by the sign.
3. Sign colors should be harmonious with the building which they serve.

The Planning Commission may also consider any architectural feature which influences appearance, such as, but not limited to, motif and style, color, texture and materials, configuration, orientation, mass, shape, height and location of buildings, location and configuration of parking areas, landscaping and buffering.

STAFF RECOMMENDATION

Based on the above analysis, staff recommends approval of the proposed sign packet for the Truist rebranding at 537 East Nelson Street with the condition that signs E06, E07, and E08 cannot be increased in size or height.

Staff Report & Recommendation
Entrance Corridor Certificate of Appropriateness
EC COA 2021-04 – Truist Signs

SUGGESTED MOTION

I move to approve/deny the Entrance Corridor Certificate of Appropriateness application EC COA 2021-04 for the replacement signs for the Truist rebranding at 537 East Nelson Street as proposed by the applicant with the condition that nonconforming signs cannot be increased in size or height.

TRUIST

LOB

Retail Exterior - Tier 4

Document Type

Recommendation Book - PERMIT

Property ID

153246 - Lexington

Property Address

537 East Nelson Street Lexington, VA

Project Manager

G. Trione

Bi-Lingual

No

Entry Control

No

Drawn By

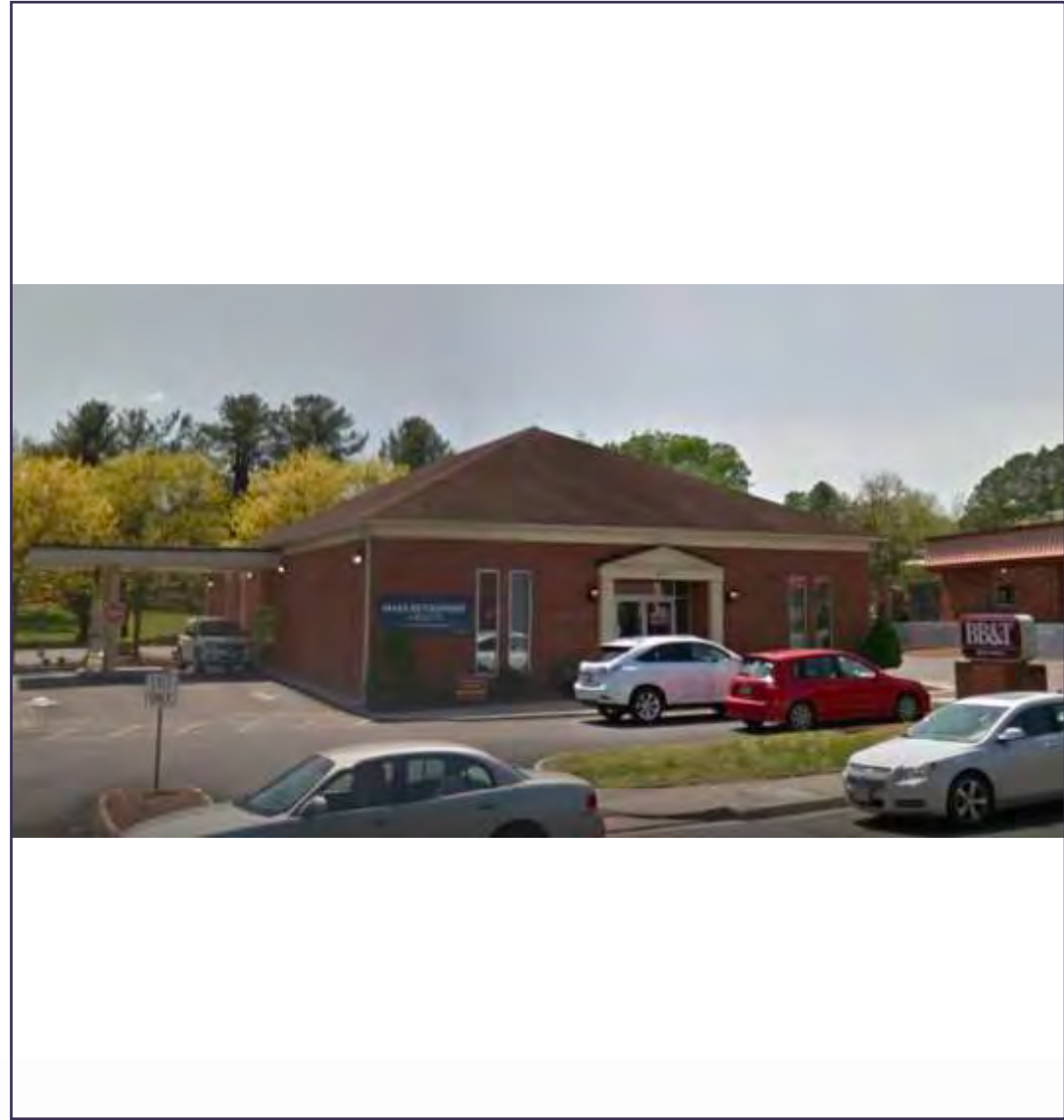
L. Holton

Date

04-22-21

Revision

C



Signature of (Owner/Lessor/Mortgage or security interest holder)



Print Name

Date

SITE PLAN

Key	Existing Sign	Recommended Sign
E01	MONUMENT 18.75 SF)	MH18
E02	DIRECTIONAL	D-4 CUSTOM
E03	DIRECTIONAL	D-4 CUSTOM
E04	DIRECTIONAL	D-4 CUSTOM
E05	DIRECTIONAL	D-4 CUSTOM
E06-E07	PARKING	P1
E08	HANDICAPPED	HCP1
E09-E10	HANDICAPPED	HCP1 PANEL ONLY
E11	REGULATORY	LEAVE AS IS
E12	CLEARANCE PANEL	C1
E13-E14	LANE DESIGNATORS	LEAVE AS IS
E15	DNE	LEAVE AS IS





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Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	2

SITE PLAN

Key	Existing Sign	Recommended Sign
E16	REGULATORY	LEAVE AS IS
E17	ATM	DRIVE UP CANOPY
E18	CLEARANCE BAR	LEAVE AS IS
E19	BOLLARDS	LEAVE AS IS
E20	ARCHED BOLLARD	PAINT EXISTING
E21	DOOR VINYL	V-1 DOUBLE, V-2, & V-1C
E22	DOOR VINYL	V-1 DOUBLE, V-2, & V-1C
E23	DOOR PLAQUE	LEAVE AS IS
E24	MARKETING POSTER	REMOVE MARKETING MATERIAL - LEAVE FRAME



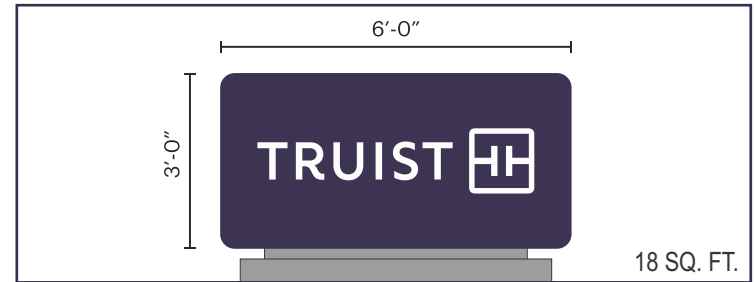
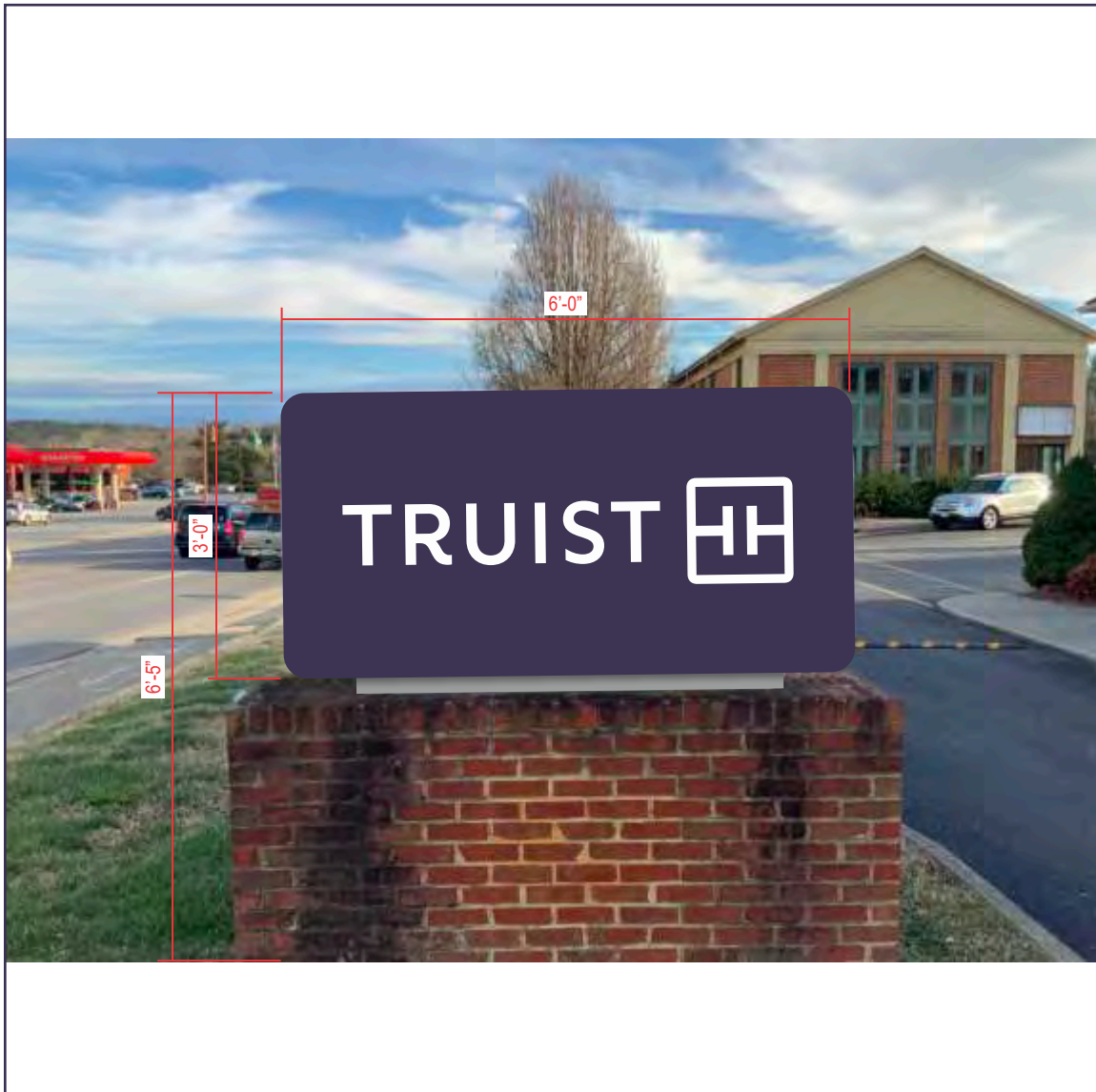


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Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	3

LOCATION - E01 - OPTION 1 *USE THIS OPTION IF CODE PERMITS PROPOSED



Action:	Replace Monument head
Sign Type:	MH18
Description:	D/F Monument Sign
Repair Action:	-
Signage Text:	As Shown
Comments:	New head to be installed using existing brick base. Code may mandate color being harmonious with facade.

EXISTING	Quantity:	01
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Height:	3'-1"	Available Height:	6'-6" O/A
Width:	6' 1 1/8"	Available Width:	

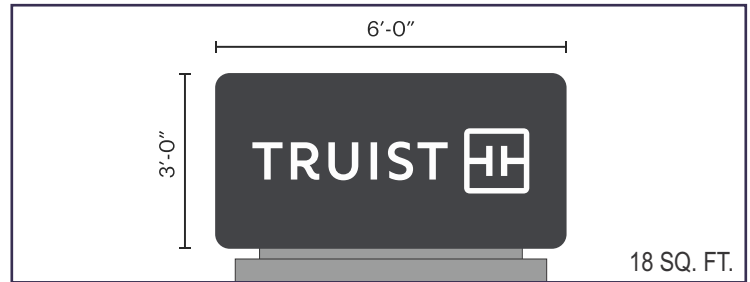
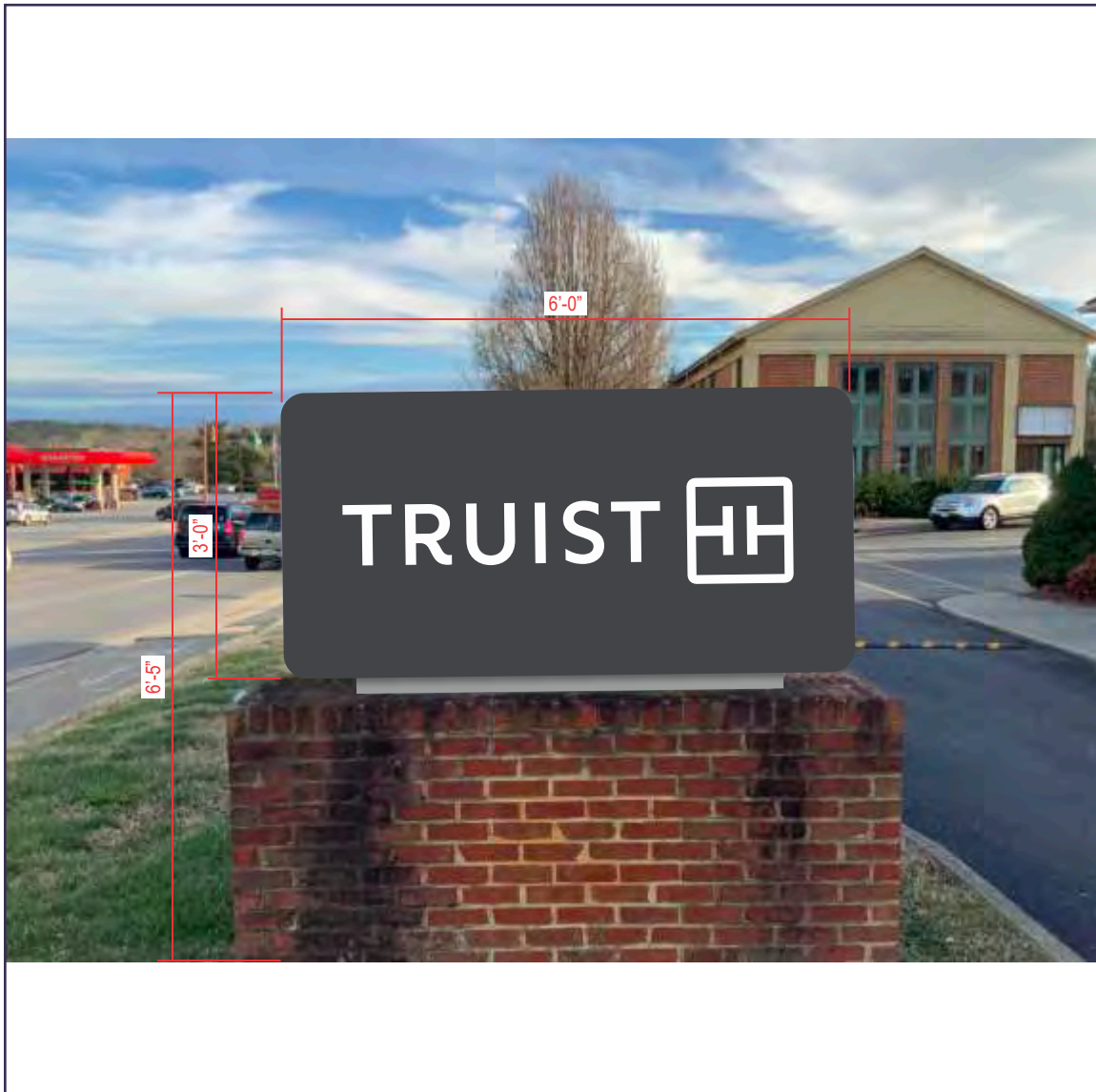
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 Knoxville, TN 37922
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NOTE:
 All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.



Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	4

LOCATION - E01 - OPTION 2
PROPOSED




Action:	Replace Monument head
Sign Type:	MH18ALT
Description:	D/F Monument Sign
Repair Action:	-
Signage Text:	As Shown
Comments:	New head to be installed using existing brick base. Code may mandate color being harmonious with facade.

EXISTING	Quantity:	01
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Height:	3'-1"	Available Height:	6'-6" O/A
Width:	6' 1 1/8"	Available Width:	

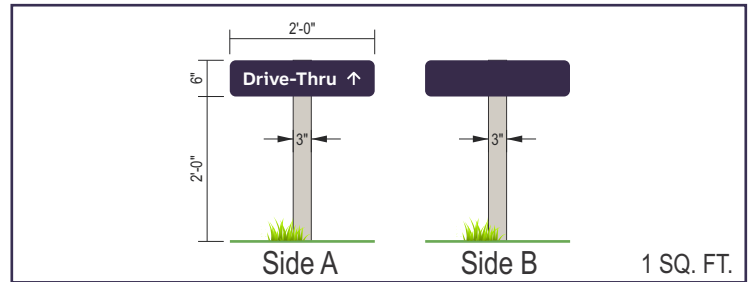
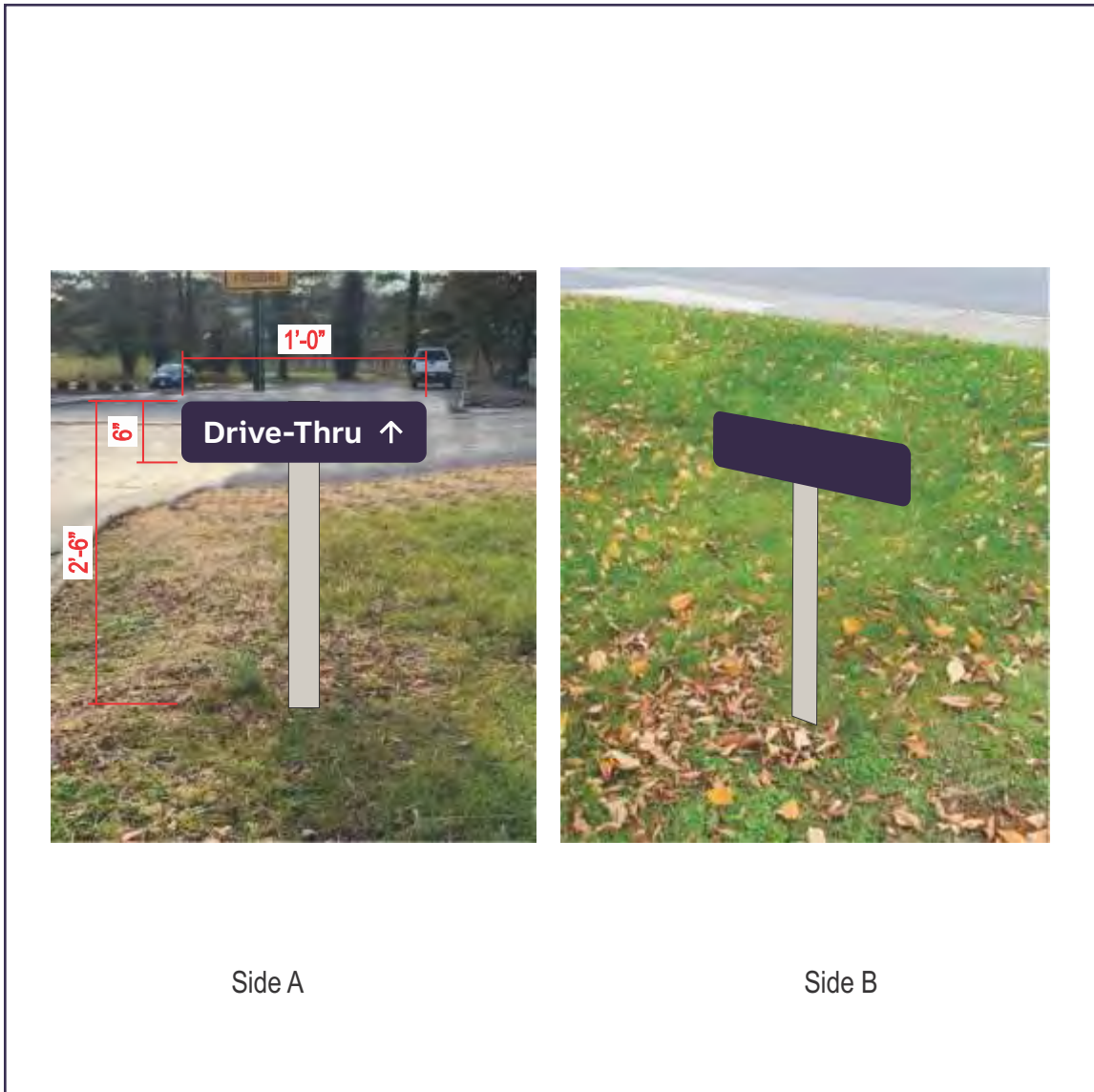

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	Client:	Truist	Checked By:	M. Karamanoogian
	Project:	Rebrand	Scale:	As Noted
	Title:	537 East Nelson Street	Revision:	C
	Date:	04-22-21	Page:	5

LOCATION - E02 - OPTION 1 *USE THIS OPTION IF CODE PERMITS PROPOSED



Action:	Remove existing & replace
Sign Type:	D4 - CUSTOM
Description:	D/F Directional
Repair Action:	-
Signage Text:	Side A: (AU) Drive-Thru, Side B: Blank
Comments:	Code may mandate color being harmonious with façade as well as SF (code is driving the SF of the directional) NTE 1 SF

EXISTING	Quantity:	01
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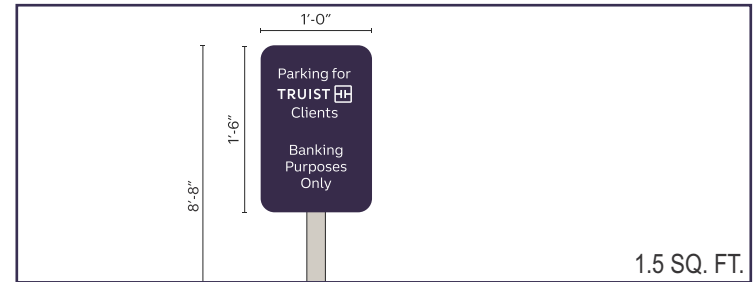
Height:	10"	Available Height:	2'-6" O/A
Width:	2'-6"	Available Width:	

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NOTE:
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Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	12

LOCATION - E06, E07 - **OPTION 1** *USE THIS OPTION IF CODE PERMITS
 PROPOSED



Action:	Remove existing & replace
Sign Type:	P1
Description:	Post & Panel
Repair Action:	-
Signage Text:	As Shown
Comments:	Code may mandate color being harmonious with facade

EXISTING	Quantity:	02
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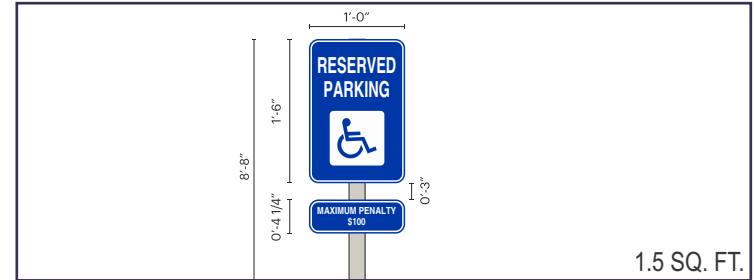
Height:	1'-6"	Available Height:	
Width:	1'-0"	Available Width:	

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Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	22

LOCATION - E08
PROPOSED



Action:	Remove existing & replace
Sign Type:	HCP1
Description:	Post & Panel
Repair Action:	-
Signage Text:	As Shown
Comments:	

EXISTING	Quantity:	01
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Height:	1'-6 / 6"	Overall Height:	8'-0 3/8"
Width:	1'-0"	Available Width:	

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 All measurements and required electrical details to be verified by
 supplier for proper fit and illumination prior to install.

Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	25



LOCATION - E09, E10
PROPOSED



Action:	Remove existing & replace
Sign Type:	HCP1 PANEL ONLY
Description:	S/F Panel
Repair Action:	-
Signage Text:	As Shown
Comments:	

EXISTING	Quantity:	02
-----------------	-----------	----



Height:	1'-6"	Available Height:	
Width:	1'-0"	Available Width:	

2035 Lakeside Centre Dr. Suite 250
 Knoxville, TN 37922
 T +865 692 4058 F +865 692 4104

NOTE:
 All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.



Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	26

LOCATION - E11
PROPOSED



LEAVE AS IS


Action:	Leave as is
Sign Type:	-
Description:	Pedestrian Crossing
Repair Action:	-
Signage Text:	As Shown
Comments:	

EXISTING

Quantity:	01
-----------	----



Height:	2'-0 1/8"	Overall Height:	6'-1 7/8"
Width:	1'-6 1/8"	Available Width:	


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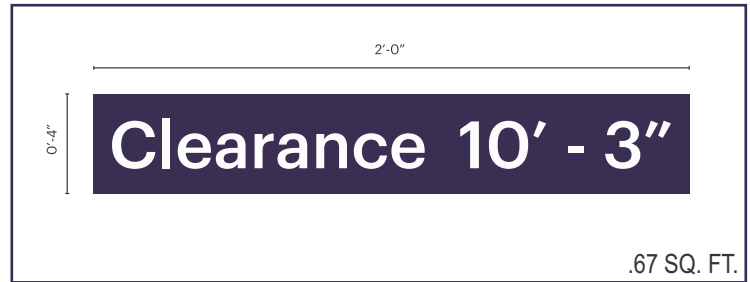
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NOTE:
All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.



Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	29

LOCATION - E12 - OPTION 1 *USE THIS OPTION IF CODE PERMITS PROPOSED



Action:	Remove existing & replace
Sign Type:	C1
Description:	S/F Clearance Panel
Repair Action:	Patch & paint
Signage Text:	As Shown
Comments:	Code may mandate color being harmonious with facade

EXISTING	Quantity:	01
-----------------	-----------	----



Height:	8"	Available Height:	2'-0"
Width:	1'-8"	Available Width:	

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NOTE:
 All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.

TRUIST	Site ID:	153246	Drawn By:	L. Holton
	Client:	Truist	Checked By:	M. Karamanoogian
	Project:	Rebrand	Scale:	As Noted
	Title:	537 East Nelson Street	Revision:	C
	Date:	04-22-21	Page:	30

LOCATION - E13, E14
PROPOSED




LEAVE AS IS

Action:	Leave as is
Sign Type:	-
Description:	Lane Designators
Repair Action:	-
Signage Text:	N/A
Comments:	

EXISTING	Quantity:	02
-----------------	-----------	----



Height:	1'-2"	Available Height:	2'-0"
Width:	1'-6"	Available Width:	


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NOTE:
All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.



Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	33

LOCATION - E15
PROPOSED



LEAVE AS IS


Action:	Leave as is
Sign Type:	-
Description:	DNE
Repair Action:	-
Signage Text:	N/A
Comments:	

EXISTING

Quantity:	01
-----------	----



Height:	2'-0"	Available Height:	
Width:	2'-0"	Available Width:	


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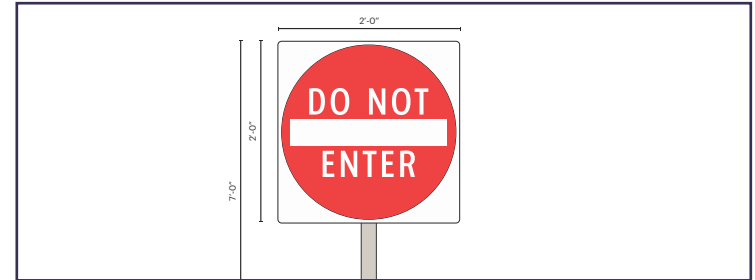
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NOTE:
 All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.



Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	34

LOCATION - E16
PROPOSED




Action:	Remove existing & replace
Sign Type:	TC-DNE
Description:	DOT
Repair Action:	-
Signage Text:	As Shown
Comments:	

EXISTING	Quantity:	01
-----------------	-----------	----




Height:	1'-6"	Available Height:	
Width:	1'-6"	Available Width:	


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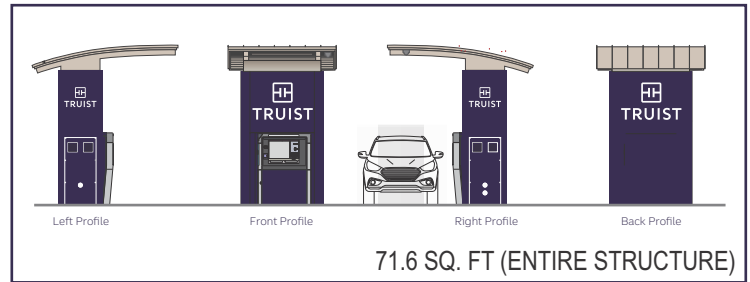
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NOTE:
All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.

TRUIST 

Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	35

LOCATION - E17a - **OPTION 1** *USE THIS OPTION IF CODE PERMITS
 PROPOSED



Action:	New topper
Sign Type:	RC-3-30
Description:	DRIVE UP CANOPY
Repair Action:	Wrap front, sides & back
Signage Text:	Truist
Comments:	Code may mandate color being harmonious with facade

EXISTING	Quantity:	01
-----------------	-----------	----



Height:	10" letters	Available Height:	8'-6 7/8"
Width:	3'-11 3/4" letters	Available Width:	5'-3 1/8"

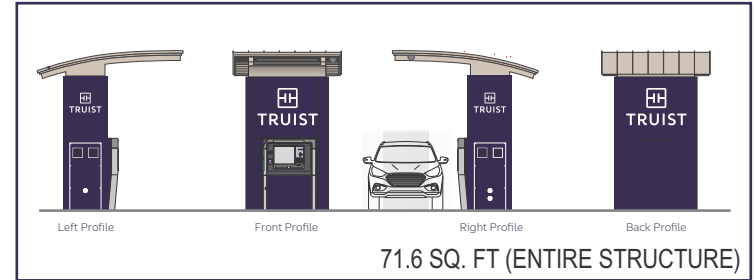
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NOTE:
 All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.

	Site ID:	153246	Drawn By:	L. Holton
	Client:	Truist	Checked By:	M. Karamanoogian
	Project:	Rebrand	Scale:	As Noted
	Title:	537 East Nelson Street	Revision:	C
	Date:	04-22-21	Page:	37

LOCATION - E17b - **OPTION 1** *USE THIS OPTION IF CODE PERMITS
 PROPOSED



Action:	New topper
Sign Type:	RC-3-30
Description:	DRIVE UP CANOPY
Repair Action:	Wrap front, sides & back
Signage Text:	Truist
Comments:	Code may mandate color being harmonious with facade

EXISTING	Quantity:	01
-----------------	-----------	----



Height:	10" letters	Available Height:	8'-6 7/8"
Width:	3'-11 3/4" letters	Available Width:	5'-3 1/8"

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NOTE:
 All measurements and required electrical details to be verified by supplier for proper fit and illumination prior to install.

TRUIST HH	Site ID:	153246	Drawn By:	L. Holton
	Client:	Truist	Checked By:	M. Karamanoogian
	Project:	Rebrand	Scale:	As Noted
	Title:	537 East Nelson Street	Revision:	C
	Date:	04-22-21	Page:	39

LOCATION - E21 - OPTION 1 *USE THIS OPTION IF CODE PERMITS PROPOSED



Action:	Remove existing & replace
Sign Type:	V-1 Double, V-2, V-1c, V-7 & V-10
Description:	Door Vinyl
Repair Action:	-
Signage Text:	As Shown
Comments:	Code may mandate color being harmonious with facade

EXISTING	Quantity:	01
-----------------	-----------	----



Height:	Available Height:	6'-0"
Width:	Available Width:	2'-6"

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NOTE:
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Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	49

LOCATION - E24
PROPOSED



REMOVE MARKETING MATERIAL
LEAVE FRAME


Action:	REMOVE MARKETING MATERIAL, LEAVE FRAME
Sign Type:	-
Description:	Marketing poster
Repair Action:	-
Signage Text:	N/A
Comments:	

EXISTING

Quantity:	01
-----------	----



Height:	6'-0"	Available Height:	
Width:	1'-6"	Available Width:	


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NOTE:
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Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	64

ADDITIONAL PHOTOS





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Site ID:	153246	Drawn By:	L. Holton
Client:	Truist	Checked By:	M. Karamanoogian
Project:	Rebrand	Scale:	As Noted
Title:	537 East Nelson Street	Revision:	C
Date:	04-22-21	Page:	65

Project Name	Construction of the Spears Family Epsilon Epsilon Center for Excellence
Property Location	11 N. Lewis Street (TM# 24-1-117), 9 N. Lewis Street (TM# 24-1-118), 7 N. Lewis Street (TM# 24-1-119, TM# 24-1-119A, TM# 24-1-121A, TM# 24-1-121), 3 N. Lewis Street (TM# 24-1-120), 1 S. Lewis Street (TM# 24-10-1), 404 E. Nelson Street (TM# 24-10-2), 408 E. Nelson Street (TM# 24-10-4A, & TM# 24-10-5A), and 406 E. Nelson Street (TM# 24-10-4, & TM# 24-10-5)
Zoning	R-1 (General Residential District) with the I-1 (Institutional District) overlay
Owner/Applicant	Sigma Nu Educational Foundation, Inc., & 408 E. Nelson, LLC. / Russ Orrison

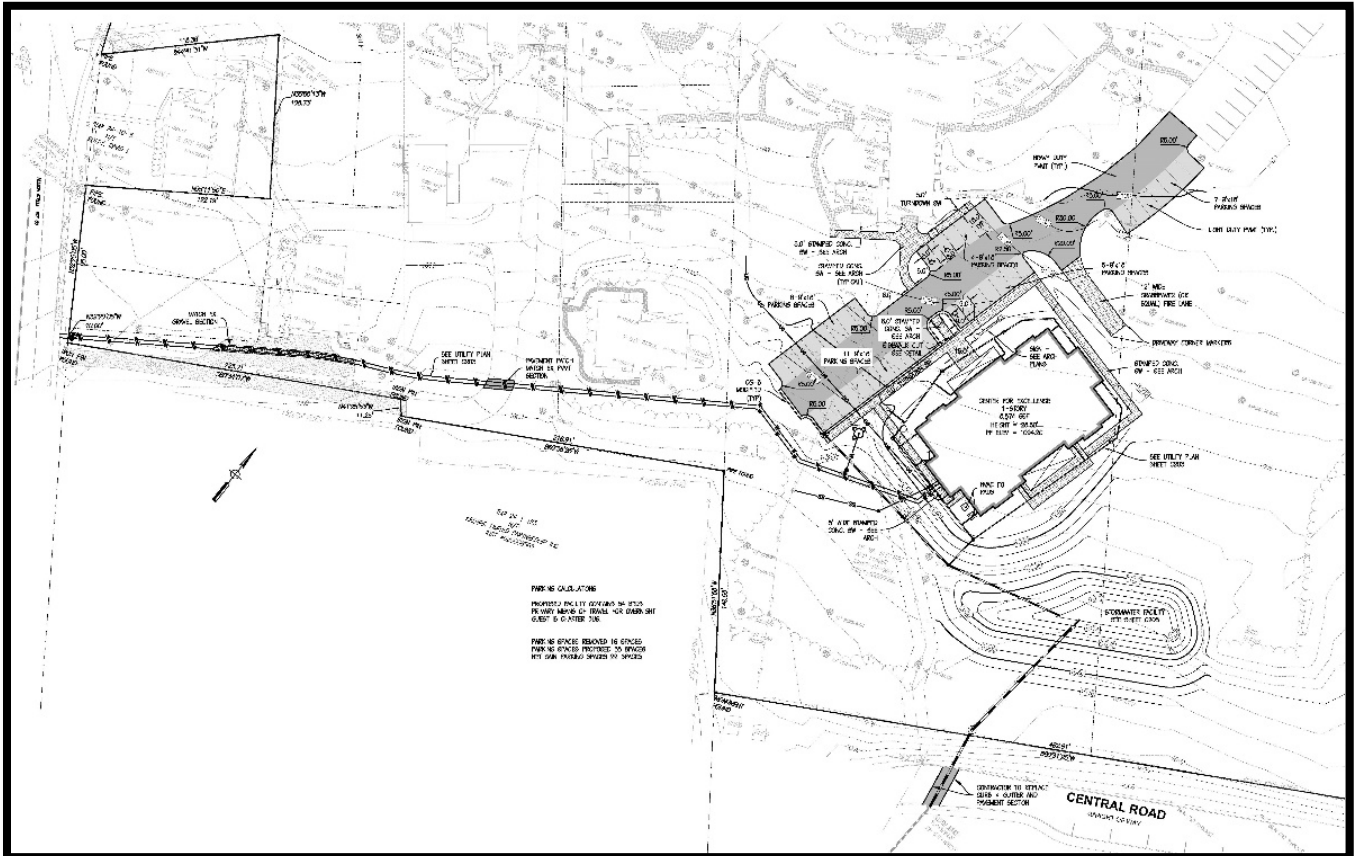
Background

This project proposes the construction of the Spears Family Epsilon Epsilon Center for Excellence with associated grading, utilities, and stormwater management on the Sigma Nu property. The Center for Excellence is a conference center and lodging facility to include a multi-purpose room, small conference room, and four sleeping pods with 20 beds each and one pods with 4 beds (84 beds total).

location & zoning map



proposed site plan



Zoning Authority and Requirements

The Planning Commission has the authority and responsibility to review all site plans required by the zoning ordinance. Site plans are required and shall be submitted for all new structures, all renovated structures and all additions to existing structures (§420-2.4).

In addition to the site plan requirements listed further below, the Sigma Nu Master Plan was amended on June 3, 2021 with the following conditions that will also apply to the proposed site plan:

1. The uses and layout of the subject properties shall be in substantial compliance with the master plan date stamped April 19, 2021 and with the rezoning application submitted by the applicant.
2. This Master Plan does not authorize the exterior alteration of buildings, structures, or properties.
3. A landscape buffer a minimum of 10 feet in depth shall be required along the three property boundaries shared with the existing single family residence at 404 East Nelson Street. The buffer shall be installed by Sigma Nu, at its expense, and Sigma Nu may install a buffer that is (i) a landscape buffer of at least six (6) feet in height and sufficient width to provide year-round screen, or (ii) such other buffer as is agreed by Sigma Nu and the then owner of 404 East Nelson Street prior to use of the future parking lot.
4. A landscape buffer meeting the buffering requirements found in Section 420-14.5 of the Lexington Zoning Ordinance must be installed along the property line shared with the R-1 zoned

properties in the 400 block of Morningside Drive prior to the issuance of a Certificate of Occupancy for the Center for Excellence.

5. Any new large waste receptacle (dumpsters) and refuse collection points (including cardboard recycling containers) shall be screened in accordance with the screening requirements found in Section 420-14.6 of the Lexington Zoning Ordinance.
6. All new exterior light fixtures shall consist of full cut-off fixtures and be directed downward. The term full cut-off fixture means an outdoor light fixture shielded in such a manner that all light emitted by the fixture, either directly from the lamp or indirectly from the fixture, is projected below the horizontal plane.

Yard Setbacks

The proposed Construction plan will not violate the yard setback requirements.

Parking

The number of parking spaces shown for the Center for Excellence matches the number and layout shown on the approved Master Plan.

Landscape Buffering

The proposed landscape buffer shown along the property line shared with the R-1 zoned properties in the 400 block of Morningside Drive meets the requirement of Master Plan condition #4.

Screening

Screening is required to conceal specific areas from both on-site and off-site views. There are no large waste receptacles or refuse collection points proposed for the addition of the Center for Excellence, and the proposed ground level mechanical equipment are not visible from a public street and are therefore not required to be screened.

Exterior Lighting

New exterior lighting must consist of full cut-off fixtures and be directed downward per condition #6 of the Master Plan approval. The submitted site plan does not include a lighting plan and all exterior light fixtures are still required to be full cut-off fixtures with light directed downward below the horizontal plane.

Public Works

Public Works suggested a number of detailed corrections to the site plan such as changing the 6 inch diameter of the sanitary sewer to the actual dimension of 4 inches in diameter. The site plan meets the requirements of the Public Works department with these minor corrections.

Fire Protection

The Fire Marshal mentioned there is an inconsistency with the addressing of some of the structures on the Sigma Nu campus and suggested those issues be resolved prior to a Certificate of Occupancy for the proposed Center for Excellence. For instance the carriage house has a N. Lewis Street address yet the building cannot be accessed from N. Lewis Street and a new address should be assigned.

Police

The Police Department concurred with the addressing concerns noted by the Fire Marshal and provided no further comments.

Building Official

No comments.

Section 420-2.7.B of the Lexington Zoning Ordinance

The site plan shall be approved by the Planning Commission if it is found to be adequate with respect to:

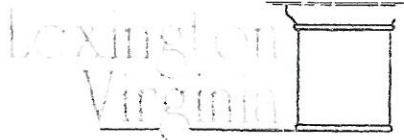
- (1) Locations and design of vehicular entrances and exits in relation to streets giving access to the site and in relation to pedestrian traffic.
- (2) Locations and adequacy of automobile parking areas.
- (3) Adequate provision for traffic circulation and control within the site and provision for access to adjoining property.
- (4) Compliance with the requirements for setback and screening.
- (5) Adequacy of drainage, water supply, fire protection and sanitary sewer facilities.
- (6) Compliance with applicable established design criteria, construction standards and specifications for all improvements.
- (7) Approval by the City Health Officer or his agents if septic tank and other sewage disposal facilities other than sanitary sewers are involved.
- (8) Adequacy of proposed landscaping for softening the harsh visual effects of parking lots and for providing screening between the development and the street and surrounding lots.

Staff Conclusions and Recommendations

The proposed site plan complies with all zoning requirements pertaining to site design and use, and staff recommends approval of the site plan for the construction of the Spears Family Epsilon Epsilon Center for Excellence located on the Sigma Nu property at 9 N. Lewis Street.

Suggested Motion

I move to approve Site Plan number SP 2021-04 and find the submitted site plan to be in compliance with the Zoning Ordinance.



www.lexingtonva.gov

Planning & Development Department ³⁶

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

Phone: (540) 462-3704 Fax: (540) 463-5310

SITE PLAN APPLICATION AND CHECKLIST

Applicant¹

Name: Russell H. Orrison Phone: 540-464-9001

Company: Perkins and Orrison Fax: _____

Address: 17 W. Nelson St Lexington VA Email: r.orrison@perkins-orrison.com

Applicant's Signature: [Signature] Date: 7/7/21

Site Plan Preparer

Name: Russell H. Orrison Phone: 540-464-9001

Company: Perkins and Orrison Fax: _____

Address: 17 W. Nelson St Lexington VA Email: r.orrison@perkins-orrison.com

Property Owner

Name: Sigma Nu Phone: 540-463-1669

Address: 9 N. Lewis St Lexington VA Email: _____

Owner's Signature: _____ Date: _____

Proposal Information² (attach list of properties if request includes multiple properties)

Address (or location description): 9 N. Lewis St. Lexington

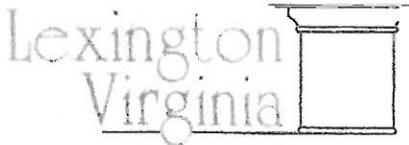
Tax Map: _____ Deed Book and Page #: _____

Acreage: 10.56 Zoning (attach any existing zoning conditions or proffers): _____

Disturbed 1.91

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.
2. Any application deemed incomplete by staff will not be accepted.

*Fees Non Refundable



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Planning & Development Department

P.O. Box 922
300 East Washington Street
Lexington, Virginia 24450

Phone: (540) 462-3704 Fax: (540) 463-5310

Notice to Adjacent Property Owners

Per § 420-222-B(1) of the Lexington City Code, the City shall give written notice to those persons who own property any portion of which abuts the subject property and all property which is across the street from any portion of the subject property as determined by the City's real property tax records. This notice shall give the date, time and place of the Planning Commission meeting at which the site plan is being reviewed, identify the property which is the subject of the application and give a brief description of the proposed action. This notice shall be mailed a minimum of 10 days prior to the date of the meeting of the Planning Commission at which the site plan is first considered.

Posting of the Property

Per § 420-222-B(2) of the Lexington City Code, the City will place a sign provided on the subject property which indicates that an action is pending. The sign will be located to be clearly visible from the street.

THIS SECTION TO BE COMPLETED BY STAFF ONLY

Application Fee: \$300+\$25/acre Amount Paid: _____
Case Number: SP-_____ - _____

Date Received: _____ Received By: _____

Staff Review

Planning: _____ Public Works: _____

Police: _____ Fire/Rescue: _____

Approvals

Planning Commission

Administrator

Adj. Property Notifications: _____ Action: _____

Meeting Date: _____ Action Date: _____

Action: _____ Signature: _____

TAX MAP NUMBERS & SOURCES OF TITLES – SIGMA NU CENTER FOR EXCELLENCE

TAX MAP#: 24-10-1, 24-10-2, 24-10-4, 24-10-4A, 24-10-5, 24-10-5A, 24-1-117, 24-1-118, 24-1-119, 24-1-120, 24-1-121A, 24-1-119A, 24-1-121

DEED BOOK: 517 PAGE: 650-658

DEED BOOK: 428 PAGE: 220

DEED BOOK: 418 PAGE: 701

DEED BOOK: 414 PAGE: 599

DEED BOOK: 476 PAGE: 844

INSTRUMENT# 110002108

INSTRUMENT# 150000765

Site Plan Checklist

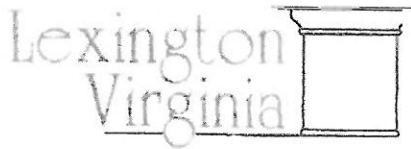
Contents

Every site plan prepared and submitted in accordance with Article XXII of the Lexington City Code shall contain the following information:

- A boundary survey of the tract.
- A certificate, signed by the surveyor or engineer, setting forth the source of title of the owner of the tract and the place of record of the last instrument in the chain of title.
- All existing and proposed streets and easements, their names, numbers and widths, existing and proposed utilities, owners, zoning and present use of adjoining property.
- Location, type and size of vehicular entrances to the site.
- Locations, types, sizes and heights of fencing, retaining walls and screen planting where required.
- All off-street parking, loading spaces and walkways, indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required in accordance with Article XX.
- Number of floors, floor area, height and location of each building and proposed general use for each building. If a multifamily residential building, the number, size and type of dwelling units.
- All existing and proposed water and sanitary sewer facilities, indicating all pipe sizes, types and grades and where connection is to be made.
- Provisions for the adequate disposition of natural and storm water, indicating locations, sizes, types and grades of ditches, catch basins and pipes and connections to existing drainage system.
- Existing topography, with a maximum of two-foot contour intervals. Where existing ground is on a slope of less than 2%, either one-foot contours or spot elevations where necessary, but not more than 50 feet apart in both directions.
- Proposed finished grading by contours, supplemented where necessary by spot elevations.
- A landscape plan if requested by the City Manager, his authorized agent or the Planning Commission.

Preparation and Submission

- Site plans, or any portion thereof, involving engineering, architecture, landscape architecture or land surveying shall be prepared and certified respectively by an engineer, architect, landscape architect or land surveyor duly authorized by the state to practice as such.
- Site plans shall be prepared on a scale of one inch equals 50 feet or larger.



- A clear, legible, blue or black line copy of the site plan shall be submitted to the Zoning Administrator. The Zoning Administrator shall be responsible for checking the site plan for general completeness and compliance with such administrative requirements as may be established prior to routing copies thereof for review.

Planning Commission Review

All site plans which are appropriately submitted and conform to the standards and requirements set forth in Article XXII of the Lexington City Code shall be forwarded to the Planning Commission for approval.

The site plan shall be approved by the Planning Commission if it is found to be adequate with respect to:

- Locations and design of vehicular entrances and exits in relation to streets giving access to the site and in relation to pedestrian traffic.
- Locations and adequacy of automobile parking areas.
- Adequate provision for traffic circulation and control within the site and provision for access to adjoining property.
- Compliance with the requirements for setback and screening.
- Adequacy of drainage, water supply, fire protection and sanitary sewer facilities.
- Compliance with applicable established design criteria, construction standards, and specifications for all improvements.
- Approval by the City Health Officer or his agents if septic tank and other sewage disposal facilities other than sanitary sewers are involved.
- Adequacy of proposed landscaping for softening the harsh visual effects of parking lots and for providing screening between the development and the street and surrounding lots.

Required Improvements

- Screening, fences, walls, curbs and gutters as required.
- Easements of rights-of-way for all facilities to be publicly maintained. Such easements shall be clearly defined for the purpose intended.
- Curbs and gutters for travel lanes or driveways that provide vehicular travel to and from adjacent parking areas or adjacent property for the purpose of separating such areas or property from parking areas and walkways.
- Adequate "no parking" signs along such travel lanes or driveways to prohibit parking on such.
- An adequate drainage system for the disposition of storm and natural waters.
- Landscaping sufficient to soften the visual effects of parking lots and to provide screening between the development, the street and surrounding lots.

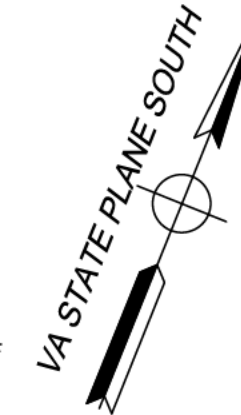
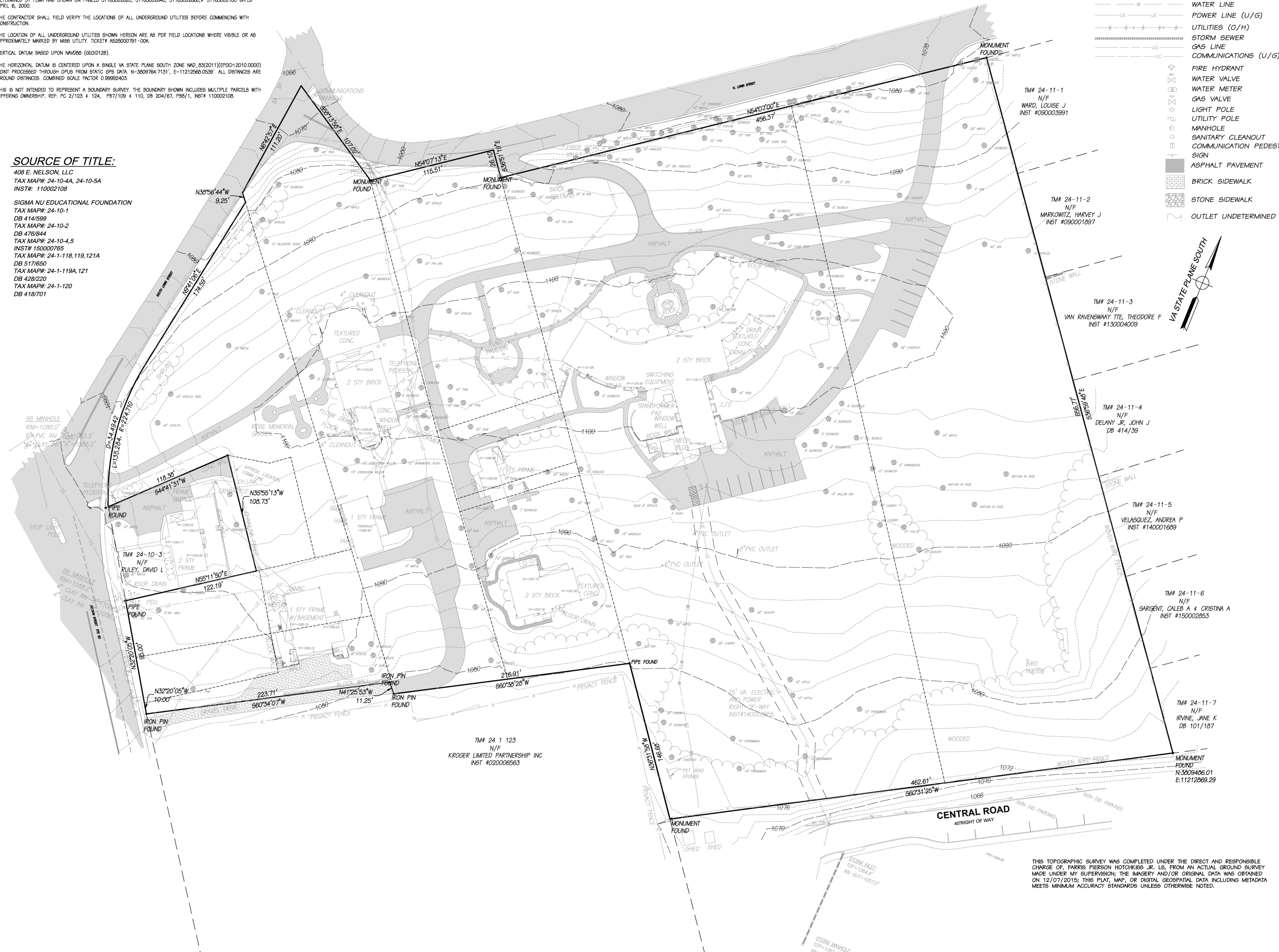
- THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT INDICATE ALL ENCUMBRANCES UPON THE PROPERTY.
- THIS PROPERTY IS LOCATED IN ZONE "X" UNSHADED (AREA OUTSIDE OF THE 100 YEAR FLOOD HAZARD ZONE) AS DETERMINED BY FEMA AND SHOWN ON PANELS 5116300282C, 5116300284C, 5116300286C, 5116300270C DATED APRIL 6, 2000.
- THE CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS OF ALL UNDERGROUND UTILITIES BEFORE COMMENCING WITH CONSTRUCTION.
- THE LOCATION OF ALL UNDERGROUND UTILITIES SHOWN HEREON ARE AS PER FIELD LOCATIONS WHERE VISIBLE OR AS APPROXIMATELY MARKED BY MISS UTILITY TICKETS # A520000791-00A
- VERTICAL DATUM BASED UPON NAVD83 (GEOID128)
- THE HORIZONTAL DATUM IS CENTERED UPON A SINGLE VA STATE PLANE SOUTH ZONE NAD_83(2011)(EPOCH:2010.0000) POINT PROCESSED THROUGH OPUS FROM STATIC GPS DATA N=3009764.7131', E=11212560.0538'. ALL DISTANCES ARE GROUND DISTANCES. COMBINED SCALE FACTOR 0.99992403.
- THIS IS NOT INTENDED TO REPRESENT A BOUNDARY SURVEY. THE BOUNDARY SHOWN INCLUDES MULTIPLE PARCELS WITH DIFFERING OWNERSHIP. REF. PG 2/123 & 124, P87/109 & 110, DB 204/67, P80/1, N81# 110002100.

LEGEND

- SS SANITARY SEWER
- W WATER LINE
- UE POWER LINE (U/G)
- UE UTILITIES (O/H)
- US STORM SEWER
- UG GAS LINE
- UC COMMUNICATIONS (U/G)
- FH FIRE HYDRANT
- WV WATER VALVE
- WM WATER METER
- GV GAS VALVE
- LP LIGHT POLE
- UP UTILITY POLE
- MH MANHOLE
- SC SANITARY CLEANOUT
- CP COMMUNICATION PEDESTAL
- AS ASPHALT PAVEMENT
- BS BRICK SIDEWALK
- SSW STONE SIDEWALK
- OU OUTLET UNDETERMINED

SOURCE OF TITLE:

- 408 E. NELSON, LLC
TAX MAP#: 24-10-4A, 24-10-5A
INST#: 110002108
- SIGMA NU EDUCATIONAL FOUNDATION
TAX MAP#: 24-10-1
DB 414/599
TAX MAP#: 24-10-2
DB 476/844
TAX MAP#: 24-10-4.5
INST# 150000765
TAX MAP#: 24-1-118, 119, 121A
DB 517/650
TAX MAP#: 24-1-119A, 121
DB 428/220
TAX MAP#: 24-1-120
DB 418/701



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PHONE: 540-464-9001 FAX: 540-464-5009
EMAIL: pro@perkins-orrison.com

CONSULTANTS

SEAL:



JOB:

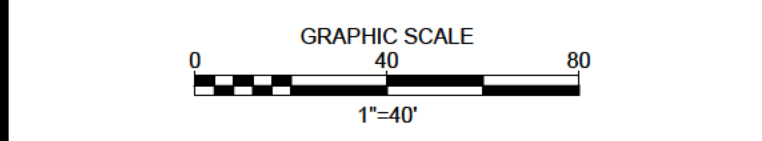
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SIGMA NU
CITY OF LEXINGTON, VIRGINIA**

CLIENT:
GONTRAM ARCHITECTURE, INC.

MARK	DATE	DESCRIPTION
ISSUE:	07/07/2021	
CONTOUR INTERVAL:	2'	
DESIGNED BY:	RHO	
DRAWN BY:	PWS	
CHECKED BY:	RHO	

SHEET TITLE

EXISTING CONDITIONS

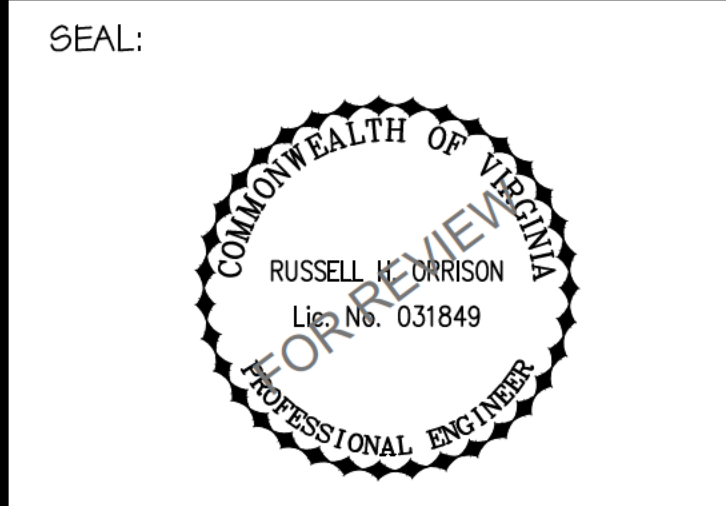


SHEET	C101	AJURD ON PROJ# /
JOB NO.	19303	SHEET NO.
		2 of 13

THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF, FARRIS PIERSON HOTCHKISS JR., LS, FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION; THE IMAGERY AND/OR ORIGINAL DATA WAS OBTAINED ON 12/07/2015; THIS FLAT MAP, OR DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.

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CONSULTANTS



JOB:
**CENTER FOR EXCELLENCE
 SIGMA NU
 CITY OF LEXINGTON, VIRGINIA**

CLIENT:
GONTRAM ARCHITECTURE, INC.

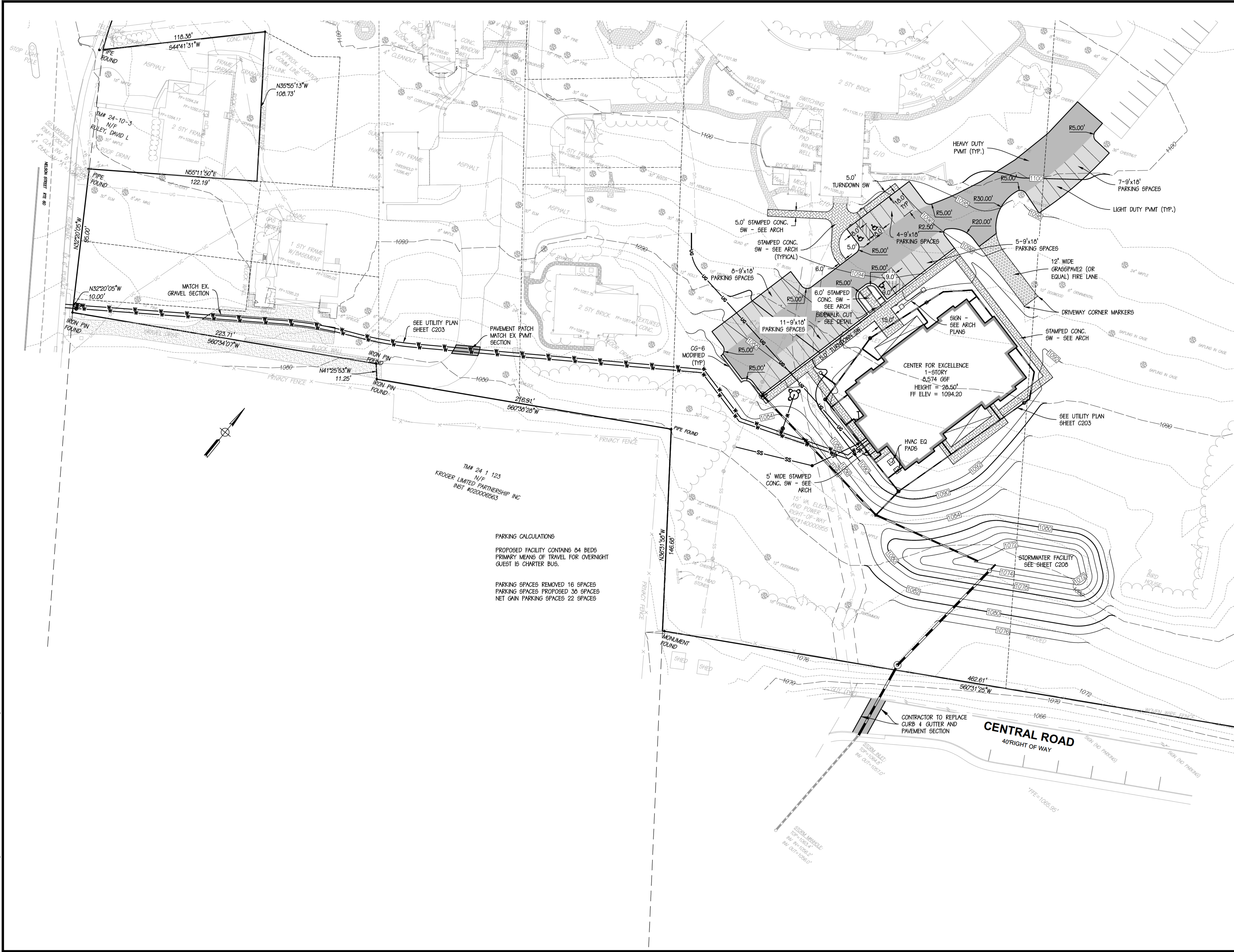
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ISSUE:	07/07/2021	
CONTOUR INTERVAL:	2'	
DESIGNED BY:	RHO	
DRAWN BY:	PWS	
CHECKED BY:	RHO	

SHEET TITLE

SITE PLAN

GRAPHIC SCALE
 0 30 60
 1"=30'

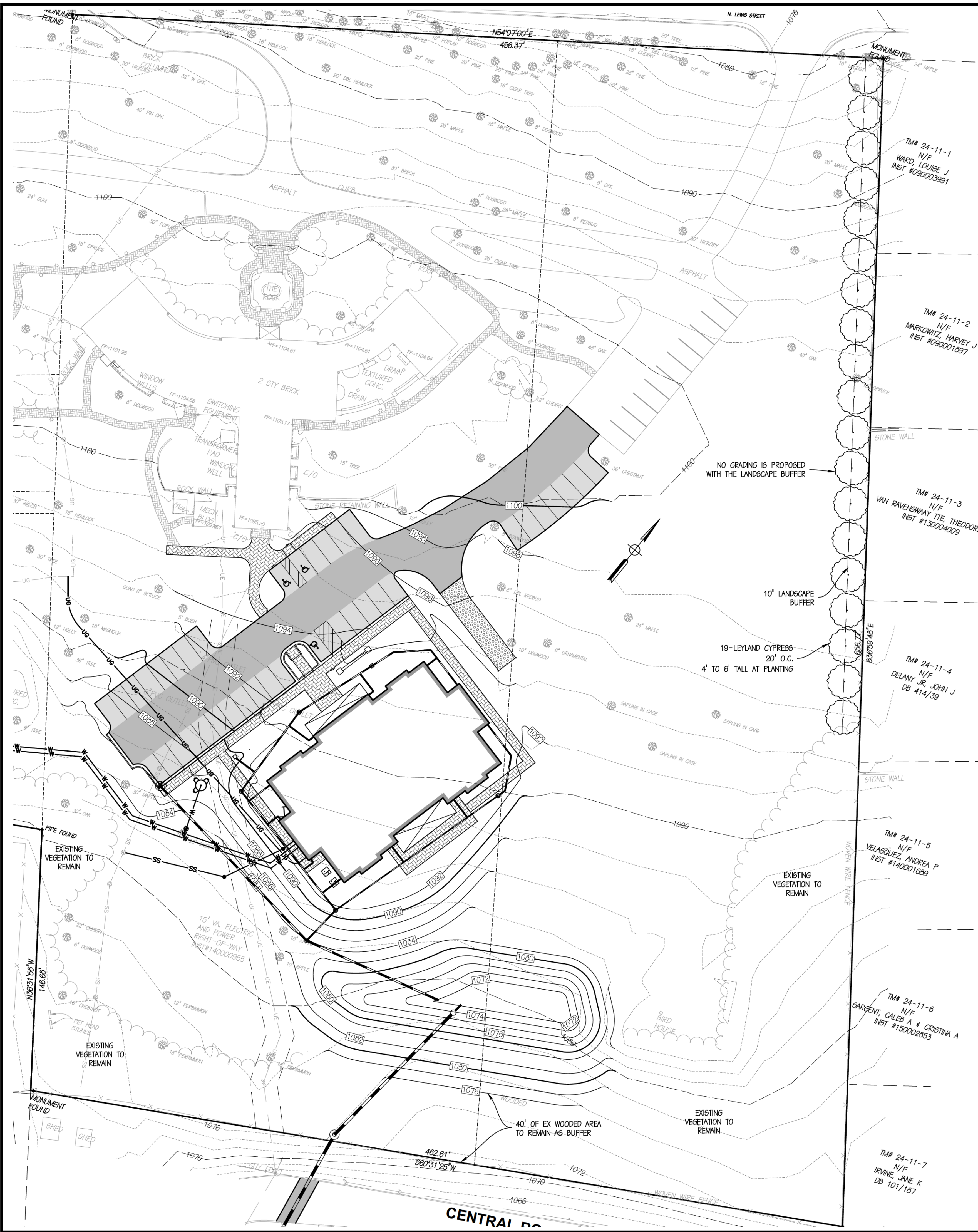
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 JOB NO.: 19303 SHEET NO: **4** OF **13**



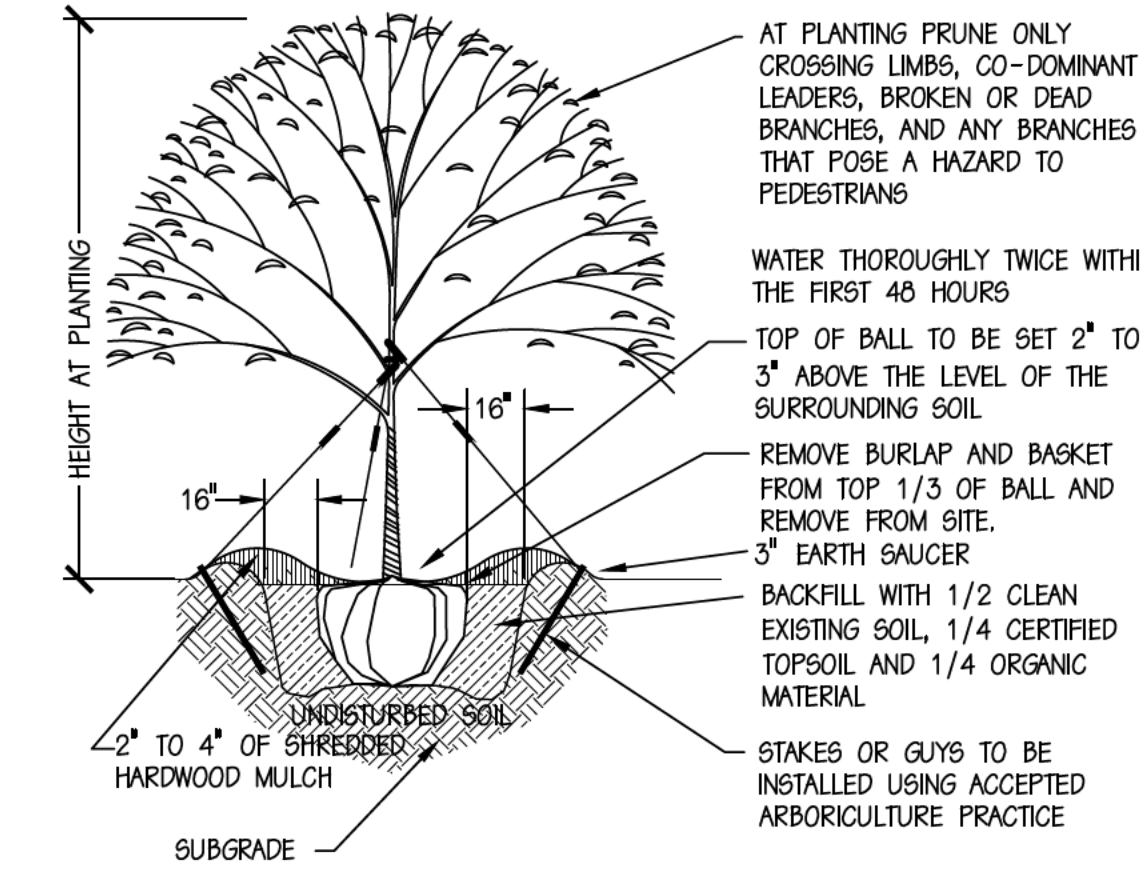
PARKING CALCULATIONS
 PROPOSED FACILITY CONTAINS 64 BEDS
 PRIMARY MEANS OF TRAVEL FOR OVERNIGHT
 GUEST IS CHARTER BUS.

PARKING SPACES REMOVED 16 SPACES
 PARKING SPACES PROPOSED 38 SPACES
 NET GAIN PARKING SPACES 22 SPACES

ID - P:\2019\15356\Drawing\Civil\Sheets\C4E\19303 - Site Plan.dwg - Wed, 30 Jun 2021 - 16:27



LANDSCAPING NOTE:
 THE OWNER MAY SUBSTITUTE SIMILAR PLANTS AS A RESULT OF NURSERY AVAILABILITY AND THE LIKELIHOOD OF THE PLANT SURVIVING WHEN PLANTING OCCURS.



**TREE PLANTING DETAIL
 DECIDUOUS TREE**
 NO SCALE

PERKINS & ORRISON
 ENGINEERS ▲ PLANNERS ▲ SURVEYORS

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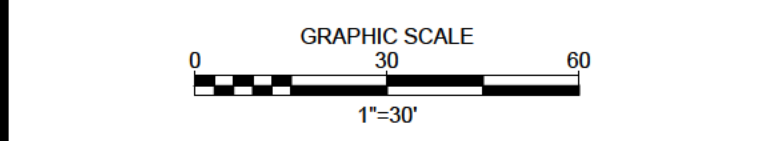
SEAL:

JOB:
**CENTER FOR EXCELLENCE
 SIGMA NU
 CITY OF LEXINGTON, VIRGINIA**

CLIENT:
GONTRAM ARCHITECTURE, INC.

MARK	DATE	DESCRIPTION
ISSUE:	07/07/2021	
CONTOUR INTERVAL:	2'	
DESIGNED BY:	RHO	
DRAWN BY:	PWS	
CHECKED BY:	RHO	

SHEET TITLE
LANDSCAPING PLAN



Summary of small cell facility regulations in Charlottesville, VA.

Charlottesville existing zoning and historic preservation language

Prior to the 2017 and 2018 adoption of statutes limiting small cell regulations, Charlottesville already had standards for telecommunication facilities in their zoning ordinance for towers, support structures, antennas, attached communications facilities, etc. (see Sections 34-1070 to 1083 of Charlottesville Zoning Ordinance). Their existing telecommunication facilities regulations included standards for height, setback, screening and landscaping, lighting & security fencing, signs & advertising, visibility & placement, construction & operational standards, and collocation requirements, etc.

Sec. 34-1200 of the Charlottesville zoning ordinance definitions provides the following definition for an attached communications facility and a small cell facility is one type of communications facility that falls within the greater definition of an *attached communications facility*:

Attached communications facility and ***attached facility*** as used in Article IX, section 34-1070, et seq. and any zoning use matrix, shall mean a communications facility that uses an existing building or structure, as its support structure. For the purposes of this definition, the term structure shall include, without limitation: utility poles, signs, and water towers; however, the term shall exclude towers. Where reference is made to an attached facility, unless otherwise specified, the reference will be deemed to include any accompanying pole or device ("attachment device") which attaches the antenna to the existing building or structure, any concealment element(s), as well as transmission cables and any equipment shelter which may be located either inside or outside the attachment structure.

(Note – A review of the remaining definitions in the Charlottesville zoning ordinance revealed no definition for “small cell.”)

Sec. 34-1073 of the Charlottesville Telecommunications Facilities regulations specify that attached communications facilities within the city’s historic and entrance corridor overlay districts that are visible from any adjacent street or property are prohibited. They do however allow a special use permit to be authorized by city council for such facilities on a specific lot.

(Note - A review of the many Charlottesville zoning use matrices revealed a special use permit is only permitted for an attached communications facility in the Emmet Street Commercial zoning district. It is therefore unclear where else a special use permit is authorized by city council for an attached communications facility within the city’s historic and entrance corridor overlay districts. It is possible a special use permit is only allowed for an attached communications facility located in the Emmet Street Commercial zoning district that is also located within an historic district or an entrance corridor overlay district.)

Sec. 34-1080 of the Charlottesville Telecommunications Facilities regulations provides the following restrictions on the visibility and placement of attached communications facilities that are permitted only if not visible from adjacent streets or properties (*such as required in historic and entrance corridor overlay districts*):

- 1) Such facilities must be concealed by an architectural feature or lawful appurtenance of the support structure, provided that ground-level equipment may be concealed by landscape screening.
- 2) The concealment referenced in [subsection] (b)(1), above, shall be provided to such an extent that the communications facilities cannot be distinguished from the architectural feature, appurtenance, or landscape plantings used to conceal them.
- 3) Within a design control district, any exterior construction, reconstruction, and alteration proposed for the purpose of providing concealment for any component of a communications facility requires a certificate of appropriateness.

(Note – the previous section of the Charlottesville zoning ordinance implies all small cell facilities in design control districts cannot be visible from adjacent streets and properties and according to this section of the zoning ordinance, a small cell facility located in a design control district requires a certificate of appropriateness that is reviewed and approved by their Board of Architectural Review.)

(Note – A search revealed no references to “attached communications facility” or to “small cell facility” in the Charlottesville Entrance Corridor Design Guidelines.)

(Note – A search revealed no references to “attached communications facility” or to “small cell facility” in the Historical Preservation and Architectural Design Control Overlay Districts (Article II of the zoning ordinance.)

Charlottesville Public Rights of Way changes

Since zoning standards were already in place for telecommunications facilities, Charlottesville only amended their Streets & Sidewalks chapter of the Charlottesville City Code with new standards for small cell facilities in August, 2018. The amended Streets & Sidewalks chapter established procedures for approval of small cell facilities in the public rights-of-way and established standards for such facilities (*see Sec. 28-239. Small Wireless facilities in Rights of Way; Maximum Height; Other requirements*).

Summary of Charlottesville’s wireless communications facilities regulations in the public rights-of-way:

- 1) Permit is required for placing a small cell facility or support structure for a small cell facility in the ROW.
- 2) No special exception, special use permit, or variance shall be required for a) any small cell facility installed on an existing structure within the ROW provided permission is

granted from the owner of the structure, and b) the installation of an administrative review-eligible project.

(Note - "Administrative review-eligible project" means a project that provides for:

1. *The installation or construction of a new structure that is not more than 50 feet above ground level, provided that the structure with attached wireless facilities is (i) not more than 10 feet above the tallest existing utility pole located within 500 feet of the new structure within the same public right-of-way or within the existing line of utility poles; (ii) not located within the boundaries of a local, state, or federal historic district; (iii) not located inside the jurisdictional boundaries of a locality having expended a total amount equal to or greater than 35 percent of its general fund operating revenue, as shown in the most recent comprehensive annual financial report, on undergrounding projects since 1980; and (iv) designed to support small cell facilities; or*
2. *The co-location on any existing structure of a wireless facility that is not a small cell facility.)*
- 3) Application cannot be required for routing maintenance, etc.
- 4) Application fee amounts are limited by state code.
- 5) Shot clocks are provided by state code for:
 - a) the time to review an application and determine whether it is complete is 10 days,
 - b) the time to approve or disapprove a collocation of a small cell facility on an existing structure is 60 days, and
 - c) the time to approve or disapprove a new structure is 150 days, and d) the time to approve or disapprove a collocation of any wireless facility that is not a small cell facility is 90 days.
- 6) Any disapproval of a small cell facility shall be in writing and accompanied by an explanation for the disapproval.
- 7) The city may deny a proposed collocation of a small cell facility on an existing structure only for the following reasons:
 - a) interference with other pre-existing communications facilities or with future facilities that have been permitted,
 - b) substantial adverse effect on public safety or any critical public service needs, and
 - c) conflict with a local historic preservation ordinance.
- 8) Applications in ROW must include a written agreement with the city and the state places limitation on the length of such agreements.
- 9) The state also places limitations for the attachment of small cell facilities on government-owned structures to cost-based rates and make-ready work (cost/pricing) limitations.
- 10) Charlottesville limits the height of new small cell facilities in the ROW to
 - a) not more than 10 feet above an existing utility pole, and
 - b) the greater of 17 feet in height above a pole being replaced or 60 feet total.

- 11) New utility poles installed in the ROW to support small cell facilities are limited to 50 feet provided that the structure with attached wireless facilities is:
 - a) not more than 10 feet above the tallest existing utility pole located within 500 feet within the same ROW, and
 - b) not located within the boundaries of a local, state, or federal historic district.
- 12) If a proposed new pole designed to support small cell facilities does not meet the height limitations of an administrative review-eligible facility, it would require review and approval pursuant to section 34-1083(e) of the Charlottesville zoning ordinance standards for telecommunications facilities that requires:
 - a) application with the neighborhood development services department,
 - b) copy of a property lease, c) a proposed site plan, and
 - c) application for a certificate of appropriateness when required.
- 13) Small cell facilities shall blend in with the surrounding environment or otherwise be concealed to the extent practicable.
- 14) Guy wires may not be used as part of the installation of any small cell facility.
- 15) Signs or advertising devices are not allowed on small cell facilities.
- 16) Undergrounding of structures in the ROW can only be required where the city has required all cable and utility facilities other than city poles and attachments to be placed underground.
- 17) Requirements are included for:
 - a) the temporary removal or relocation of small cell facilities or utility poles and
 - b) the permanent removal of abandoned facilities.
- 18) Liability and indemnification requirements are included.
- 19) The attachment of small cell facilities to city-owned structures must be:
 - a) fair, reasonable and nondiscriminatory,
 - b) rates are limited to \$20 per city structure per year, and
 - c) there are additional restrictions regarding the prices that can be charged by the city to make a structure ready for the installation of a small cell facility.

If we follow the Charlottesville small cell example we must:

- a) add substantial requirements for small cell facilities and other communications facilities to the *Broadcasting or Communication Tower* use and design standards existing in Section 11 of the Lexington Zoning Ordinance;
- b) add requirements for small cell facilities in the Streets and Sidewalks chapter of the Code of the City of Lexington (Chapter 356); and
- c) may also need to update language in the Downtown Historic Preservation District and the Residential Historic District in the zoning ordinance.

Summary of small cell facility regulations in Williamsburg, VA.

In their 2017 session, the General Assembly passed SB1282 for the regulation of small cell facilities and the City of Williamsburg adopted two ordinances on November 9, 2017 that a) added small cell facilities regulations to their zoning ordinance, b) added wireless facility regulations to a chapter regulating use permits for public rights of way and places, and c) amended the design review guidelines to regulate the location, appearance and screening of small cell wireless facilities.

Williamsburg Zoning Ordinance changes

The Williamsburg small cell facilities regulations were placed in the supplemental district regulations of their zoning ordinance and this section is comparable to the use and design standards in Section 11 of the Lexington Zoning Ordinance.

The Williamsburg supplemental zoning district regulations for small cell facilities also tracks closely to the 2017 statutes. It does not appear, however, that the 2018 state statute updates were added to the Williamsburg supplemental district regulations and we must ensure any use of the Williamsburg code language is updated to reflect the 2018 state amendment.

Summary of Williamsburg's zoning supplemental district regulations for small cell facilities:

- 1) Intent is to allow small cell facilities in all zoning districts subject to subsection conditions.
- 2) State definitions were adopted.
- 3) Requirements for small cell facility permit applications are listed.
- 4) Application fee amounts are listed.
- 5) 10 day shot clock provided to deem an application complete.
- 6) 60 day shot clock for approval or disapproval of an application (presumably for a small cell wireless facility on a new structure).
- 7) A proposed location can only be disapproved for 3 specific reasons.
- 8) Applicant can voluntarily submit conditions to address visual or aesthetic effects.
- 9) Abandoned facilities must be removed within 60 days.
- 10) Exemption is provided for micro-wireless facilities.

Williamsburg Architectural Review Board changes

SB1282 allows a jurisdiction to require small cell facilities comply with historic district regulations and Williamsburg adopted revisions to their ARB Design Review Guidelines to include how small cell facilities are treated within their Architectural Preservation (AP) and Corridor Preservation (CP) districts.

There are three Architectural Preservation districts and the singular Corridor Preservation District is split into guidelines for commercial buildings and for residential buildings.

Summary of Williamsburg's zoning supplemental district regulations for small cell facilities:

- 1) Small cell facilities are not permitted in an exterior location in the AP-1 District. Any proposed small cell facility must be located on the interior of a building. (The AP-1 District contains the Colonial Williamsburg Historic Area, areas adjacent to the Colonial Williamsburg Historic Area, the old campus of William and Mary, and the National Register Historic Districts of Pollard Park and Chandler Court.)
- 2) Small cell facilities must meet the following guidelines in the AP-2 District (that contains the older neighborhoods surrounding the AP-1 District, such as College Terrace, Burns Lane, etc.):
 - a) Can be located on the interior of a building.
 - b) May be allowed if the facility is not visible from the Colonial Williamsburg Historic Area CW or from a public right of way, and if appearance and screening meet requirements outlined in the Design Review Guidelines.
 - c) Can be co-located on utility poles if appearance and screening requirements are met.
 - d) Shall be painted the same color as the structure for facilities affixed to the exterior of a building.
 - e) Must have a matte finish.
 - f) Must be painted to match the utility pole color for colocation on utility poles on private property.
 - g) Must not contain any shiny or reflective surfaces.
 - h) Screening shall match the existing building material.
 - i) If there is no building, the facility must be screened with a wooden privacy fence not to exceed 6 feet in height.
 - j) Salt treated wooden fences must be painted or stained with the finished side of the fence facing the street and/or adjacent properties.
- 3) Small cell facilities in the AP-3 District must meet the same guidelines as those listed above for the AP-2 District. The AP-3 District contains post World War II Colonial Revival and more modern style dwellings such as those located in Pinecrest, Capitol Court, Crispus Attucks, and West Williamsburg Heights.
- 4) Small cell facilities in the Corridor Protection District must meet the same guidelines provided in the AP-2 district listed above. (The intent of the Corridor Protection District in Williamsburg is to have construction contribute to the improvement of the architectural and visual character of these major entrance corridors to the City of Williamsburg and to the Colonial Williamsburg Historic Area.)

(Note – Williamsburg is in the process of amending their Comprehensive Plan and their Design Guidelines. A draft of their updated Design Guidelines reveals there are no changes proposed to the small cell facility guidelines.)

Williamsburg Public Rights of Way changes

SB1282 provides that the City must allow an application for a ROW permit to access the public right of way for the purpose of installing small cell facilities onto privately owned structures located within the public ROW. The wireless provider must have permission from the owner of the structure to co-locate and provide notice of that agreement and co-location to the locality.

The Williamsburg City Code contains a Streets and Sidewalks chapter, however, the right to use the right of way is regulated by a chapter dedicated to Licenses, Permits and Business Regulations (i.e. chapter 9 of the Williamsburg City Code). Regulations for small cell facilities in the public right of way were added to a subsection of the Licenses, Permits and Business Regulations chapter.

Summary of Williamsburg’s wireless facilities within city rights of way regulations for small cell facilities:

- 1) State definitions were adopted.
- 2) Requirements for small cell facility permit applications are listed.
- 3) Application fee amounts are listed.
- 4) 10 day shot clock provided to deem an application complete.
- 5) 60 day shot clock for approval or disapproval of an application (presumably for a small cell wireless facility on a new structure).
- 6) Application must include notice of an agreement to co-locate on an existing structure in the right of way.
- 7) Exemption is provided for micro-wireless facilities, however, notification of work planned in a public right of way is required at least 24 hours prior to performing the work.
- 8) Wireless facilities other than co-located small cell facilities must obtain a franchise agreement with the City.
- 9) Abandoned facilities must be removed within 60 days.

If we follow the Williamsburg small cell example we must:

- a) add requirements for small cell facilities to the use and design standards section of the zoning ordinance which is Section 11 of the Lexington Zoning Ordinance;
- b) add requirements for small cell facilities in the Streets and Sidewalks chapter of the Code of the City of Lexington (Chapter 356) to allow their placement in the public rights of way; and
- c) add design/screening requirements in the Historic District Design Guidelines document.