

LEXINGTON PLANNING COMMISSION

July 28, 2022 - 5:00 P.M

Rockbridge County Administrative Offices – First Floor Meeting Room
150 South Main Street, Lexington, VA 24450

AGENDA

1. **CALL TO ORDER**
2. **APPROVAL OF THE AGENDA**
3. **APPROVAL OF MINUTES**
Minutes from July 14, 2022*
4. **CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA**
5. **NEW BUSINESS**
 - A. EC COA 2022-02: An application by Perkins & Orrison for approval of a Certificate of Appropriateness (COA) for an addition to the rear of the University Cleaners building location at 534 East Nelson Street (Tax Map #30-1-11), owned by Trunet LLC.
 - 1) Staff Report*-
 - 2) Applicant Statement –
 - 3) Public Comment –
 - 4) Commission Discussion & Decision –
 - B. SP 2022-01: An application by Perkins & Orrison requesting approval of a site plan for an addition to the rear of the University Cleaners building located at 534 East Nelson Street (Tax Map #30-1-11), owned by Trunet LLC.
 - 1) Staff Report* -
 - 2) Applicant Statement –
 - 3) Public Comment –
 - 4) Commission Discussion & Decision –
 - C. ZOA 2021-04: Annual Zoning Ordinance Amendments. Planned Unit Development (PUD).
 - 1) Continued discussion of PUD text amendment*
 - 2) Public Comment
6. **OTHER BUSINESS**
 - A. Zoning and Planning Report – If applicable
 - B. Catalyst Project Updates – If applicable
 - 1) Bike/Ped Plan: Complete
 - 2) Increase Sidewalk Connectivity: Ongoing
 - 3) Accessory Dwelling Unit Ordinance: Starting soon
 - 4) Jordan's Point Park Plan Implementation: Ongoing

- 5) Reprogram Traffic Signals Downtown: Complete
- 6) Assess Stormwater Fees: Tabled until next year
- 7) Green Infrastructure Group: Ongoing

C. Key Annual PC Milestones: Ongoing. Remaining items:

- 1) Zoning Text Amendments: Ongoing. Remaining items:
 - a. Small Cell
 - b. Planned Unit Development
 - c. Accessory Dwelling Unit
 - d. Cottage Housing
 - e. What else, if any?
- 2) Comp Plan Review: Ongoing

7. CITY COUNCIL REPORT

8. ADJOURN

*indicates attachment

MINUTES

**The Lexington Planning Commission
Thursday, July 14, 2022 – 5:00 p.m.
Rockbridge County Administrative Offices – First Floor Meeting Room
150 South Main Street, Lexington, VA 24450**

Planning Commission:

Presiding: Blake Shester, Vice-Chair
Present: Pat Bradley
John Driscoll
Leslie Straughan, Council Liaison

City Staff:

Arne Glaeser, Planning Director
Kate Beard, Administrative Assistant

Absent: Nicholas Betts
Matt Tuchler

CALL TO ORDER

Vice-Chair Shester called the meeting to order at 5:00 p.m.

AGENDA

The agenda was unanimously approved as presented. (L. Straughan / P. Bradley)

MINUTES

The minutes from the June 23, 2022 meeting were unanimously approved as presented. (J. Driscoll / P. Bradley)

CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA

None

NEW BUSINESS

A. Elect Chairperson

- 1) Nominations – B. Shester was nominated to serve as Chair.
- 2) Motion & Vote - **L. Straughan moved to elect B. Shester as Chair. P. Bradley seconded and the motion passed unanimously. (4-0)**

B. Elect Vice-Chair

- 1) Nominations – N. Betts was nominated to serve as Vice-Chair.
- 2) Motion & Vote – **L. Straughan moved to elect N. Betts as Vice-Chair. J. Driscoll seconded and the motion passed unanimously. (4-0)**

Director Glaeser suggested opening items C and D together for the purposes of the staff report, applicant statement and public comment, and then voting on each application separately. Chair Shester agreed.

- C. **EC COA 2022-01: An application by Lloyd McCarthy, Dewberry Engineers, Inc. for Tesla, Inc. for the installation of a Tesla electric vehicle charging station with 8**

charging posts and new signage at the Sheetz location at 600 East Nelson Street (Tax Map #30-1-12B).

D. SP 2022-01: An application by Lloyd McCarthy, Dewberry Engineers, Inc. for Tesla, Inc. requesting approval of a site plan for the installation of a Tesla electric vehicle charging station with 8 charging posts at the Sheetz location at 600 East Nelson Street (Tax Map #30-1-12B).

1) Staff Report – Six parking spaces are located at the southeast corner of the subject parcel between the existing dumpster and the air pump/propane gas storage cabinet location. The proposal includes widening the area to create a total of 8 parking spaces, while leaving in place the existing dumpster, as well as the air pump and propane gas storage cabinet. Two lamp posts will be relocated slightly to allow the widening of the curbs to accommodate the two extra parking spaces, and the landscaping will be temporarily removed and replaced. Eight charging posts will be installed, one for each of the eight parking spaces, and the associated electrical equipment will be installed in a corral attached to the rear of the existing dumpster. A concrete block wall with a brick façade is to be constructed to screen the required electrical equipment, and the brick façade will match the brick on the wall that currently screens the dumpster. Four “10 minute general parking” signs and four “Tesla vehicle charging only” signs will be installed and each of these signs is 12” by 12” in size.

A. Glaeser noted the area where the improvements would be sited is only visible from the off-ramp for the bypass and there are no residentially zoned properties nearby. He also offered that the nearest residential property owner reviewed the application at City Hall and had no comments. The proposal does not appear to be in conflict with the Entrance Corridor design standards and staff recommended approval of the COA. A. Glaeser then reviewed the zoning requirements as they apply to the proposed site plan. He noted there were no comments from the Building Official, Fire Marshal, Police or Public Works. He stated the proposed site plan complies with all zoning requirements pertaining to site design and use, and recommended its approval.

2) Applicant Statement – Tom Trahn, a Tesla representative, provided the Commission with a photo simulation of the proposed charging station. B. Shester asked if the charging station would change the location or access to the air compressor, and Mr. Tran replied that it would not. Responding to questions from P. Bradley, Mr. Trahn stated the charging station would only be compatible with Tesla vehicles in the immediate future, but would likely be made adaptable for use with other electric vehicles within 1-2 years. He also confirmed that Tesla has a lease agreement with Sheetz and has received approval from the electrical provider. He stated there was one other Tesla charging station in the area, just north of town, which received quite a lot of usage.

3) Public Comment – None

4) Commission Discussion & Decision – **L. Straughan moved to approve the Entrance Corridor Certificate of Appropriateness application EC 2022-01 for the installation of a Tesla electric vehicle charging station with eight charging posts and associated equipment and signage at 600 East Nelson Street as proposed by the applicant. P. Bradley provided the second and the motion passed unanimously. (4-0) J. Driscoll moved to approve Site Plan number SP 2022-01**

and find the submitted site plan to be in compliance with the zoning ordinance. L. Straughan provided the second and the motion passed unanimously. (4-0)

E. ZOA 2022-01: Annual Zoning Ordinance Amendments. Planned Unit Development (PUD)

1) Continued discussion of PUD text amendment –

A. Glaeser requested that the Commission complete its discussion of the final two sections of the text before discussing next steps and the scheduling of a work session. The Commissioners did not appear to have any questions or comments on the final two sections of the text. Responding to a suggestion from J. Driscoll, A. Glaeser said the final draft could be forwarded to the Rockbridge and Buena Vista planners for review. A. Glaeser then asked if the Commissioners had questions or comments on any section of the text.

J. Driscoll asked if there was a way to include submittal of a preliminary plan as part of the approval process. Following discussion, there seemed to be agreement to add language to §420-5.13.A encouraging a developer to seek public input before submitting a PD-MU master plan. A. Glaeser suggested “Prior to submittal, the applicant is encouraged to hold public meetings...”

J. Driscoll suggested adding language to the Character of development section that more clearly references the design principles in the Comp Plan. L. Straughan cautioned that the language he referenced was actually written for other areas in the City and not for the C-2 commercial district. Following discussion there appeared to be agreement to amend the beginning of the section to read, “The goal of a Planned Development – Mixed Use District is to encourage a development form and character that enhances the Lexington community’s sense of place and character and is different from conventional suburban development. Lexington’s Comprehensive Plan includes Design Principles for Opportunity Areas and Mixed Use Neighborhoods that should inform the character and development of the proposed project. A proposal for Planned Development – Mixed Use District should also incorporate many of the following characteristics:”

J. Driscoll asked the Commission to consider adding specific minimum/maximum percentages to the Mixture of uses section. L. Straughan indicated she was not comfortable adding specific requirements, saying she wanted to allow flexibility for the development of good proposals that speak to what the needs are at the time. P. Bradley recounted earlier discussions concerning open space and residential requirements during which the Commission had leaned toward not including such requirements due to the fact that any PD-MU project in Lexington would necessarily be quite small in area, and such limitations could have adverse effects.

J. Driscoll requested the Commissioners review the Permitted uses sections to be sure they were comfortable with the wide variety of uses allowed by the current text. A. Glaeser pointed out that the text does allow for the City to deny proposed uses. The Commission requested the Use Matrix be included in the next meeting packet.

J. Driscoll asked the Commission to consider a specific minimum open space requirement. L. Straughan noted that the subject district would be within the Commercial district and that there is considerable designated open space within the City already. P.

Bradley pointed out that the area currently has little open space worth protecting. He noted the additions to the text encouraging environmentally sensitive design, but said he did not see the PD-MU as a way to improve green infrastructure. B. Shester offered that the current dearth of natural features does not make future open/green spaces impossible. He suggested that open space be encouraged but not mandated, with the hope that developers would be interested in designing projects that are appealing. A. Glaeser pointed out that the C-2 districts would likely remain car dominant, but that the PD-MU might allow for somewhat better bike and pedestrian connectivity. He also pointed to the open space and pedestrian friendly neighborhoods adjacent to each of the C-2 districts. L. Straughan suggested, and there seemed to be general agreement, to amend §420-5.7.D. to “strongly encourage open space and, where appropriate, public access and shared use.”

Addressing the Densities section, J. Driscoll asked the Commission to consider whether a reference to the Comprehensive Plan was sufficient, or if a maximum density should be included. B. Shester said increased density is one of the goals of the PD-MU and he did not feel a maximum was necessary. He stated he liked how the first paragraph of the section was written. P. Bradley added that building height requirements would provide a natural check on density.

L. Straughan suggested that the final sentence of the Parking section be replaced with some of the parking requirements included in the EC COA for site planning. There seemed to be general agreement to do so using the language from §420-6.8.D. Site Planning paragraphs 3-5.

B. Shester asked for clarification of the PD-MU approval process and how much flexibility it would allow the City in influencing a project’s design. A. Glaeser stated that the City has the ability during the rezoning process to deny a proposal if it determines that it does not meet the intent of the PD-MU. L. Straughan made a comparison to the recent W&L Campus Master Plan approval process which she found encouraging. She noted that the public hearing and Planning Commission recommendation process resulted in W&L making significant changes to their plan.

A. Glaeser said staff would make the requested revisions and provide the Commission with a final draft for its next meeting along with the Use Matrix. He said staff would request direction from the Commission about advertising for a work session.

2) Public Comment - none

OTHER BUSINESS

A. Zoning and Planning Report – Director Glaeser reported the following:

- Staff inspected a short term rental on Carruthers Street and did not approve a registration based on the determination that the property is not the applicant’s primary residence. The applicant has 30 days to appeal.
- A Notice of Violation was mailed to a property owner on Carruthers Street for debris and junk in the yard.
- The City Manager asked staff to draft an ordinance amendment to allow the City to recover costs of junk removal from private property. The amendment will be to Section 314 of the City Code.

- W&L submitted a CUP application to allow Baker Hall to revert to student residence hall use.
- The CSPDC scheduled 2 days of housing focus group discussion on August 24th and 25th at the Buena Vista Innovation Collective.

B. Catalyst Project Updates

- 1) Green Infrastructure Group – P. Bradley reported the group held its eighth meeting on June 28 to discuss the current working draft of the final report. He provided a timeline of the group’s meetings and the topics discussed, as well as some details about how the report would be structured.

CITY COUNCIL REPORT -

L. Straughan reported that City Council met Thursday, July 7. Council reviewed an ordinance amending and clarifying the method by which the City compels the cutting of vegetation that obstructs streets and sidewalks. A public hearing on the ordinance will be held at the July 21 meeting. Council also approved a resolution requested by Rockbridge County in support of their Smart Scale grant application for sidewalks along Route 11 north of Lexington from Green House Road to College Square.

ADJOURN

The meeting was adjourned at 6:38 pm with unanimous approval. (P. Bradley / J. Driscoll)

B. Shester, Chair, Planning Commission

Staff Report & Recommendation
Entrance Corridor Certificate of Appropriateness
EC COA 2022-02 – 534 East Nelson Street Building Addition

Project Name	534 East Nelson Street Building Addition
Property Location	534 East Nelson Street
Zoning	Entrance Corridor Overlay District (EC), C-2 (General Commerce) Commercial Zoning District
Owner/Applicant	Trunet LLC/Russell H. Orrison

OVERVIEW OF REQUEST

This is a request for a Certificate of Appropriateness for a 960 sf addition to the University Cleaners building located at 534 E. Nelson Street. The parcel is located in the Commercial General Commerce (C-2) zoning district and in the Entrance Corridor Overlay District (EC).

The addition will be unconditioned space of metal construction, with two overhead doors to be used for storage and to provide an overhang for covered loading/unloading of company trucks. The addition will be sided and roofed in metal with the siding to be an Ivory color (from Sherwin-Williams Coil Coatings) to closely match the wall color of the existing building, and with the roof to be a Green color (from Sherwin-Williams Coil Coatings) to closely match the roof color of the existing building. Because the addition is to be located at the rear of an existing building, and because there is a retaining wall along the western property line where the addition will be located, the applicant has determined that no part of the addition will be visible from Nelson Street. No additional signage or site lighting is being requested.

Location map



Staff Report & Recommendation
Entrance Corridor Certificate of Appropriateness
EC COA 2022-02 – 534 East Nelson Street Building Addition

534 East Nelson Street existing conditions



The proposed addition will be generally located where the white van is parked in the photograph below.



APPLICABLE ZONING DISTRICT SECTIONS

Section 420-3 of the zoning ordinance lists personal services as a permitted use by-right in the C-2 zoning district.

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 entrance corridor certificates of appropriateness must satisfy the design standards for landscaping, signage, architecture, site planning, and lighting. Only the architecture and site planning design standards are applicable to this certificate of appropriateness request and the remaining standards are not applicable.

C. Architecture.

1. Materials, colors and general style of buildings within a development should be coordinated.
2. Heating and air-conditioning units, ventilation units, and mechanical equipment shall be screened from view from public streets.
3. Loading docks, trash containers and mechanical equipment shall be screened from view from public streets.
4. The effective visual mass of large buildings should be reduced by variations in roofline, building angles, dimensional relief, color, architectural detailing and landscaping.
5. Architectural styles, building and roofing materials, and colors shall be reflective of the traditional architecture of Lexington. This may be accomplished through building scale, materials and forms, all of which may be embodied in architecture which is contemporary as well as traditional.
6. Trademark buildings and related features shall be modified to meet these design standards.

D. Site planning.

1. Parking lot layouts shall respond to the topographic characteristics of the site.
2. The number of access points to parking lots from a street will be minimized and shall relate to other existing curb cuts whenever possible.
3. Parking lots will be interconnected on adjacent parcels whenever possible.

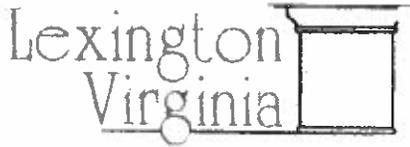
4. Small, landscaped and interconnected parking lots, rather than large, central parking lots, shall be encouraged.
5. Parking lots shall not dominate the image of a site.
6. Pedestrian access from the sidewalk into individual project sites, as well as within sites and between sites, shall be provided.

STAFF RECOMMENDATION

Staff finds the proposed improvements meet the zoning criteria.

SUGGESTED MOTION

I move to approve/deny the Entrance Corridor Certificate of Appropriateness application EC 2022-02 for the addition to the building at 534 East Nelson Street as proposed by the applicant.



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Planning & Development Department
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS - ENTRANCE CORRIDOR OVERLAY DISTRICT

Applicant 1

Name: Russell H. Orrison PE, LS Phone: 540-464-9001
Company: Perkins and Orrison Fax:
Address: 17 W. Nelson St Lexington Va Email: rorrison@perkins-orrison.com
Applicant's Signature: [Signature] Date: 7/13/22

Property Owner

Name: [Signature] LLC Phone:
Address: 534 E Nelson St Lexington Va Email:
Owner's Signature: Date:

Architect/Designer

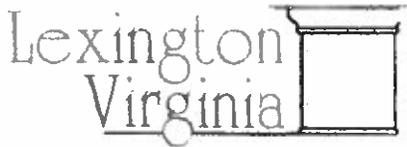
Name: Thomas Beube Phone: 540-461-0150
Company: Fax:
Address: 905 Shankill Rd Lexington Email:

Administration

Application is hereby made to the Lexington Planning Commission for a Certificate of Appropriateness (COA) to make repairs, alterations, or improvements in the Entrance Corridor in accordance with Chapter 28, Article XV of the Lexington City Code.

This document shall constitute a valid COA upon its completion and execution by the Chairperson or Acting Chairperson of the Planning Commission. The recipient of a COA is responsible for obtaining any and all other certificates and permits required by the Code of the City of Lexington through the Office of the Planning and Development Administrator.

- 1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.



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

Address (or location description): 534 E. Nelson St Lexington

Tax Map: 30-1-11 Deed Book and Page #: _____

Acreage: .562 Zoning (attach any existing conditions or proffers): _____

Property Doing Business As: University Cleaners

2. Any application deemed incomplete by staff will not be accepted.

Alteration Description (complete a City Sign Permit Application for sign alterations)

I. Please check action(s) for which this COA is requested:

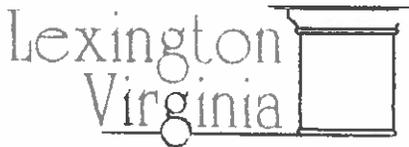
- Remodeling or renovation of the exterior of a building
- Total restoration of the exterior of a building
- Removal of any architectural element
- Painting of any building exterior
- Cleaning of wall surfaces or architectural elements
- Repair of all surfaces or architectural elements
- Any removal, alternation, repair, or construction of amenities such as fences or walls
- Demolition of part or all of an existing building
- Moving a building (complete Part III)
- Construction of a new building (complete Part III)
- Construction of any addition to an existing building (complete Part III)

II. For **ALL** projects, please attach the following:

- Photographs or drawings from the site showing adjoining structures, streets, and sidewalks
- Scale drawings of the improvements
- Detailed drawings of significant decorative or architectural elements
- Indication of exterior lighting adequate to determine its character and impact on the public and adjoining properties
- Samples of exterior materials and paint colors to be used
- Any other documentation or visual aid necessary to determine compliance with § 420-141 of the Lexington City Code

III. For **NEW CONSTRUCTION**, please provide the above attachments in addition to the following:

- Dimensions, orientation, and acreage of each lot or plot to be built upon
- Layout of the project and its relation to surrounding structures
- Location of points of entry and exit for motor vehicles and internal vehicular circulation pattern and parking facilities
- The size, shape, and location of existing and proposed construction on the parcel
- Location of walls, fences, and railings, and the indication of their height and the materials of their construction



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Planning & Development Department
300 East Washington Street
Lexington, Virginia 24450
Phone: (540) 462-3704 Fax: (540) 463-5310

THIS SECTION TO BE COMPLETED BY STAFF ONLY

Application Fee: \$120 - Sign Permit Application Fee: \$60 Amount Paid: \$120

Case Number: EC-COA- 2022 - 02

Date Received: 7/13/2022 Received By: Kate Beard

Staff Review

- Applicant's project would meet all district requirements.
Applicant fails to meet the district requirements.

Comments: [blank lines]

Planning and Development Director Date

Action by Planning Commission

- Approved
Denied

Comments: [blank lines]

Chairperson, Planning Commission Date

Lexington

Russ Orrison, PE, LS
Pierson Hotchkiss, LS
Gavin Worley, PE



¹⁵
Lynchburg

Norm Walton, PE
Aaron Dooley, LS

July 12, 2022

RE: Trunet Building Addition – University Cleaners Building

This project proposes a 960 SF addition to the existing University Cleaners building on Nelson Street. The addition will be used for storage and will provide an overhang for covered loading/unloading of company trucks.

The addition will be unconditioned space of metal construction (sides and roof), with two overhead doors. Because of the location at the rear of the existing building, and because of the adjoining retaining wall, it has been determined that no part of the addition will be visible from any part of Nelson Street. So, while a certificate of appropriateness is required, there will be no change whatsoever to any viewshed from the corridor, and very little from any other location. The undeveloped property to the rear of the site is owned by this applicant.

O:\2022\22234 Trunet narrative 2022-07-12.doc

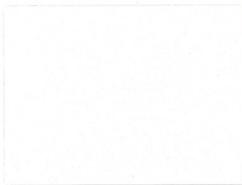
There is always "A" way

There is always "A" way

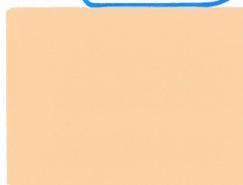
111 Slate Hill Road • Mooresburg, TN 37811
 Toll Free: 1-855-803-5111
 Fax: 423-293-3297

86 Rocklawn Lane • Lexington, VA 24450
 Phone: 540-461-8787
 Fax: 540-461-8325

siding



BRIGHT WHITE ●



IVORY



STONE ●



LIGHT GRAY ●



CLAY



TAN



BLUE



GALLERY BLUE



RED ●



BURGUNDY



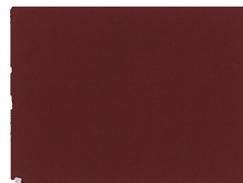
BROWN ●



BURNISHED SLATE ● ■



BRIGHT RED



DARK RED



CHARCOAL



BLACK ● ■



GREEN ●



EVERGREEN ■



CHARCOAL GRAY ● ■



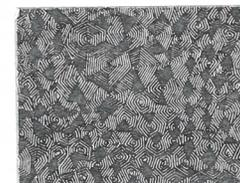
BUCKSKIN



ZINC GRAY



COPPER PENNY * ■



GALVALUME ■

*TruNet
 melvin /
 Beebe*

40 Year Warranty Colors

Roof

● Utility & Economy Colors

* Premium Colors

■ APP Lok Stock Colors

A 40-year limited paint warranty is available for all colors upon written request. Please inquire. (Outside the continental United States, please inquire.)

SHERWIN-WILLIAMS.
 Coil Coatings

Project Name	534 East Nelson Street Building Addition
Property Location	534 East Nelson Street
Zoning	C-2 (General Commerce) Commercial Zoning District
Owner/Applicant	Trunet LLC/Russ Orrison

Background

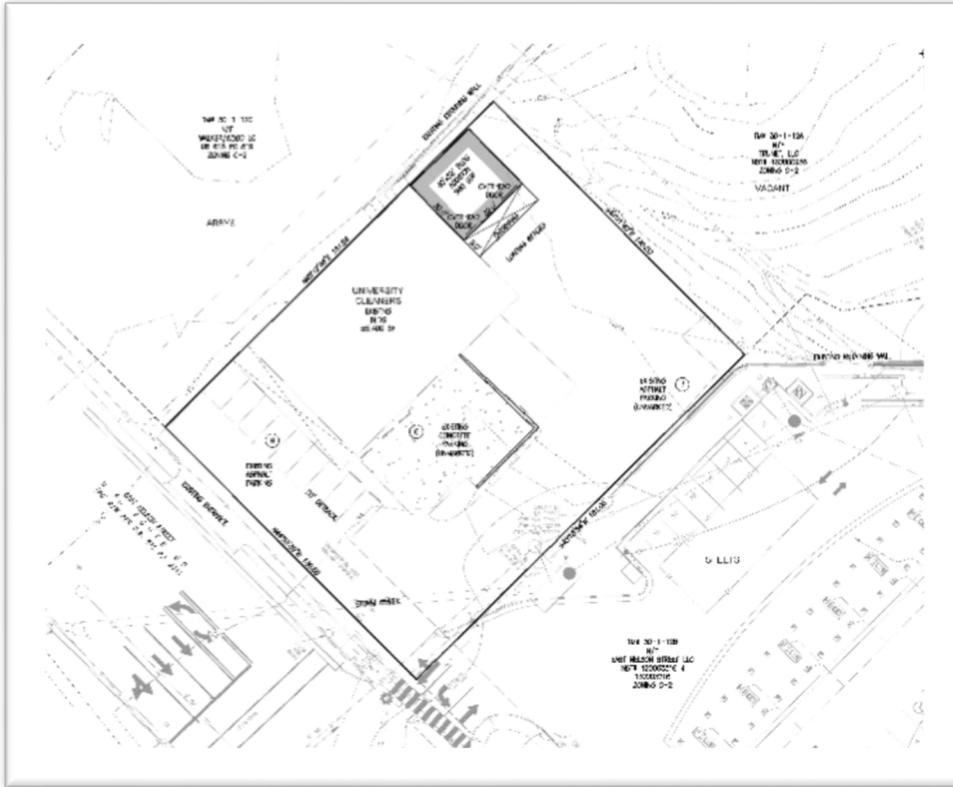
This is a request for an addition to the rear of the University Cleaners building located at 534 E. Nelson Street, and site plan review and approval is required prior to the issuance of a building permit.

The proposal is for a 960 sf addition to the rear of the building of metal construction to be used for storage and to provide an overhang for covered loading/unloading of company trucks. Because the addition is to be located at the rear of an existing building, and because there is a retaining wall along the western property line where the addition will be located, the applicant has determined that no part of the addition will be visible from Nelson Street. No additional site lighting or signage is proposed.

Location 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.

Yard Setbacks

The minimum side yard and rear yard setbacks in the C-2 zoning district are 30 feet if the parcel abuts a residential zoning district. In this case there is no side or rear yard setback requirements because the subject parcel does not abut residential zoning. The proposed addition to the rear of the building therefore meets minimum yard setback requirements.

Parking

The proposed addition to the building requires one additional off-street parking space be provided. With the additional parking space, the number of required parking spaces increase to 17 spaces while there already exist 22 parking spaces on-site. The minimum parking requirements are met.

Public Works

No comments.

Building Official

No comments.

Fire Protection

No comments.

Police

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 addition to 534 East Nelson Street.

Suggested Motion

I move to approve/deny Site Plan number SP 2022-02 and find the submitted site plan to be in compliance with the zoning ordinance.



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Planning & Development Department
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 PE LS Phone: 540-464-9001

Company: Perkins and Orrison Fax: _____

Address: 17 W. Nelson St Lexington Email: rorrison@perkins-orrisan.com

Applicant's Signature: [Signature] Date: 7/12/22

Site Plan Preparer

Name: Russell H Orrison PE LS Phone: 540-464-9001

Company: Perkins and Orrison Fax: _____

Address: 17 W. Nelson St Lexington VA Email: rorrison@perkins-orrisan.com

Property Owner

Name: Jrunt LLC Phone: _____

Address: 534 E. Nelson St Lexington VA Email: _____

Owner's Signature: _____ Date: _____

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

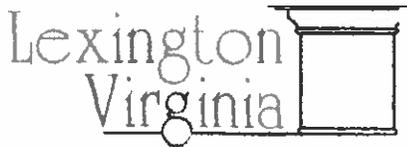
Address (or location description): 534 E. Nelson St Lexington

Tax Map: 30-1-11 Deed Book and Page #: _____

Acreage: .562 Ac Zoning (attach any existing zoning conditions or proffers): _____

Disturbed 960 ft

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.



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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: \$350+\$25/acre

Amount Paid: \$315

Case Number: SP- 2022 - 02

Date Received: 7/12/22

Received By: Kate Beard

Staff Review

Planning: Public Works:

Police: Fire/Rescue:

Approvals

Planning Commission

Administrator

Adj. Property Notifications: Action:

Meeting Date: Action Date:

Action: Signature:

Lexington

Russ Orrison, PE, LS
Pierson Hotchkiss, LS
Gavin Worley, PE



²²
Lynchburg

Norm Walton, PE
Aaron Dooley, LS

July 12, 2022

RE: Trunet Building Addition – University Cleaners Building

This project proposes a 960 SF addition to the existing University Cleaners building on Nelson Street. The addition will be used for storage and will provide an overhang for covered loading/unloading of company trucks.

The addition will be unconditioned space of metal construction (sides and roof), with two overhead doors. Because of the location at the rear of the existing building, and because of the adjoining retaining wall, it has been determined that no part of the addition will be visible from any part of Nelson Street. So, while a certificate of appropriateness is required, there will be no change whatsoever to any viewshed from the corridor, and very little from any other location. The undeveloped property to the rear of the site is owned by this applicant.

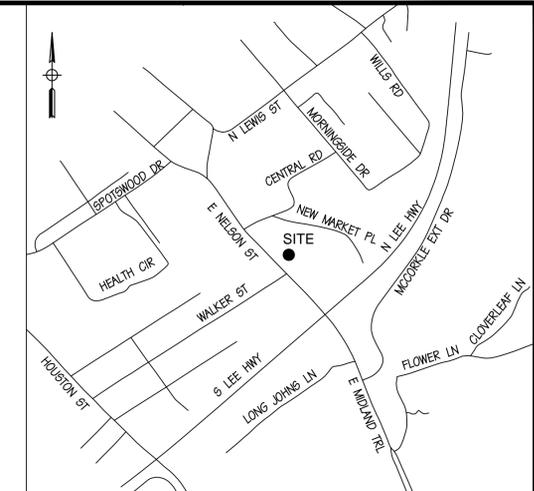
O:\2022\22234 Trunet narrative 2022-07-12.doc

SITE INFORMATION:
 TAX MAP#: 30-1-11
 INST#: 040002660
 OWNER/DEVELOPER:
 TRUNET LLC
 534 E NELSON ST
 LEXINGTON, VA 24450
 ATTN: TOM BEEBE
 540-463-5735
 ZONING: C-2
 AREA: 0.562 ACRES

PARKING CALCULATIONS

STORE, GENERAL	960 SF @ 1/250 SF =	3.84 SPACES
OFFICE	960 SF @ 1/250 SF =	3.84 SPACES
WAREHOUSE (INCL. ADDITION)	3480 SF @ 1/1250 SF =	2.78 SPACES
LIGHT INDUSTRIAL	13 EMPLOYEES @ 1/2 SP/EMPLOYEE =	6.50 SPACES
TOTAL		17 SPACES REQUIRED
		22 SPACES EXISTING

NO ADDITIONAL SITE LIGHTING IS PROPOSED
 NO ADDITIONAL SIGNAGE IS PROPOSED



VICINITY MAP
NO SCALE

PERKINS & ORRISON
 ENGINEERS ▲ PLANNERS ▲ SURVEYORS

317 BROOK PARK PL. FOREST, VIRGINIA 24551
 PHONE: 434-525-5985 FAX: 434-525-5986
 EMAIL: pro@perkins-orrison.com

17 W. NELSON STREET LEXINGTON, VIRGINIA 24450
 PHONE: 540-464-9001 FAX: 540-464-5009
 EMAIL: pro@perkins-orrison.com

CONSULTANTS

SEAL:



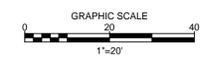
JOB:
TRUNET BUILDING ADDITION
 CITY OF LEXINGTON, VIRGINIA

CLIENT:
TOM BEEBE

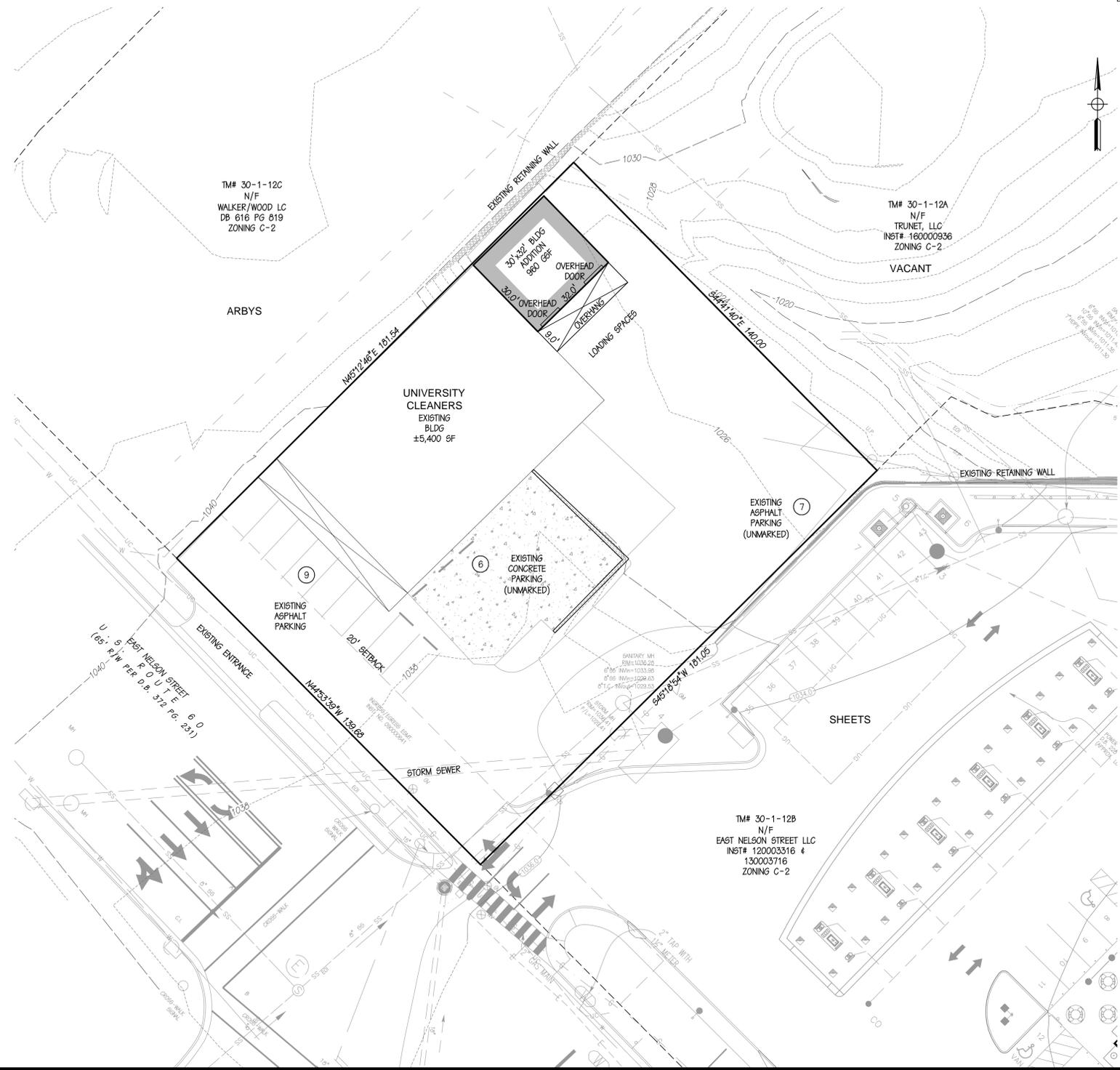
MARK	DATE	DESCRIPTION
ISSUE:	07/07/2022	
CONTOUR INTERVAL:	2'	
DESIGNED BY:	RHO	
DRAWN BY:	PWS	
CHECKED BY:	RHO	

SHEET TITLE

SITE PLAN



SHEET	C200	JURISDICTION PROJECT #
JOB NO:	22234	SHEET NO
		1 of 1



ID - P:\2022\22234 - Tru Net\Drawing\Civil\C-SP-22234.dwg - Tue, 12 Jul 2022 - 13:22

Lexington Zoning Ordinance

Article V. Planned Development – Mixed Use District (PD-MU)

§420-5.1. Intent and purpose.

The purpose of the Planned Development Mixed-Use District is to promote areas appropriate for office, retail, and residential uses, designed in a unified and cohesive manner in order to create an attractive environment in which to live, work, and recreate. Two or more uses shall be integrated into a mixed use project. The district is intended to be established in areas suitable for redevelopment and identified within the Comprehensive Plan as the Opportunity Areas located in the C-2 zoning districts, and will provide a process and design criteria that can be used to transition from established uses while accommodating new growth and evolving market trends. Development proposals should incorporate high quality architectural design and provide gradual transitions to surrounding land uses. Vertical combination of uses is encouraged where appropriate and a PD-MU is expected to produce a better design than can be produced through traditional zoning.

§420-5.2. Character of development.

The goal of a Planned Development – Mixed Use District is to encourage a development form and character that enhances the Lexington community's sense of place and character and is different from conventional suburban development. Lexington's Comprehensive Plan includes Design Principles for Opportunity Areas and Mixed Use Neighborhoods that should inform the character and development of the proposed project. A proposal for Planned Development – Mixed Use District should also incorporate many of the following characteristics:

- A. Pedestrian orientation;
- B. Neighborhood friendly streets and paths;
- C. Interconnected streets and transportation networks;
- D. Parks and open space as amenities;
- E. Neighborhood centers;
- F. Buildings and spaces of appropriate scale;
- G. Appropriately screened parking;
- H. Electric vehicle and bicycle parking;
- I. Mixture of uses and use types;
- J. Mixture of housing types and affordability;

- K. Environmentally sensitive design, such as energy efficiency of buildings, low impact development measures for stormwater, encouragement of public accessibility to parks and open spaces in any new development; and
- L. Clear boundaries with any surrounding rural areas.

An application is not necessarily required to possess every characteristic of the planned development – mixed use district as delineated in this subsection in order to be approved. The size of the proposed district, its integration with surrounding districts, or other similar factors may prevent the application from possessing every characteristic.

§420-5.3. Permitted uses- generally.

In the Planned Development – Mixed Use District, all uses permitted by-right in the residential, commercial, and industrial districts may be permitted. Additional uses specifically enumerated in the final master plan may be permitted by-right at the discretion of the City Council. Specific uses may also be excluded.

§420-5.4. Permitted uses- with conditional use permit.

One or more uses permitted by conditional use permit in any zoning districts may be permitted in the Planned ~~Unit~~ Development – Mixed Use District, if documented in the PD-MU master plan. Any use desired but not documented in the approved PD-MU master plan requires an application to amend the PD-MU master plan.

§420-5.5. Mixture of uses.

A variety of housing types and non-residential uses are strongly encouraged. The mixture of uses shall be based upon the uses, goals and strategies recommended in the comprehensive plan. This mixture may be obtained with different uses in different buildings or a mixture of uses within the same building.

§420-5.6. Minimum area for a Planned ~~Unit~~ Development – Mixed Use District.

Minimum area required for the establishment of a Planned ~~Unit~~ Development – Mixed Use District shall be three (3) acres.

Additional area may be added to an established Planned ~~Unit~~ Development – Mixed Use District if it adjoins and forms a logical addition to the approved development. The procedure for the addition of land to the Planned ~~Unit~~ Development Mixed Use District shall be the same as if an original application was filed and all requirements shall apply except the minimum lot area requirement as set forth above.

§420-5.7. Open Space.

Open space promotes attractive and unique developments that are also environmentally conscious. PD-Mus shall include the following, in keeping with the Comprehensive Plan:

- A. Open space shall be dedicated in a logical relationship to the site and in accordance with any guidance from the comprehensive plan regarding significant open space. Open space, and where appropriate, public access and shared use, is strongly encouraged;
- B. Improvements shall be configured to accommodate permitted, accessory and conditional uses in an orderly relationship with one another, with the greatest amount of open area and with the least disturbance to natural features.

§420-5.8. Densities.

The gross and net residential densities shall be shown on the approved final master plan by area and for the development as a whole in dwelling units per acre, and shall be binding upon its approval. The overall gross density so approved shall be determined by the City with reference to the comprehensive plan.

Non-residential density should be expressed in terms of total square footage by area and for the development as a whole. There is no maximum square footage for non-residential uses but the proposed uses should be in proportion to the overall intent and functionality of the planned district concept as set forth in §420-5.1.

§420-5.9. Setback regulations.

Within the Planned ~~Unit~~ Development – Mixed Use District, minimum setback ranges shall be specifically established during the review and approval of the PD-MU master plan. Specific setbacks may be approved administratively in the site plan process if they are in conformance with the established ranges, or a modification to the PD-MU master plan will be required if the provided setbacks are not within the established ranges. The following guidelines shall be used in establishing the building spacing and setbacks:

- A. Areas between buildings used as service yards, storage of trash, or other utility purposes should be designed so as to be compatible with adjoining buildings;
- B. Building spacing and design shall incorporate privacy for outdoor activity areas (patios, decks, etc.) associated with individual dwelling units whenever feasible; and
- C. Yards located at the perimeter of the planned unit development district shall conform to the setback requirements of the adjoining district, or to the setback requirements of the planned district, whichever is greater.

In no case shall setbacks interfere with public safety issues such as sight lines and utilities, including other public infrastructure such as sidewalks, open space, etc.

§420-5.10. Height of buildings.

In the Planned ~~Unit~~ Development – Mixed Use District, the height regulations shall be:

- A. Single-family residences: 45 feet (maximum).
- B. Banks, office buildings and hotels: 60 feet (maximum).
- C. Apartments, shopping centers, and other permitted buildings: 60 feet (maximum).
- D. Conditional use permits are required for structures exceeding the maximums listed in this section.
- E. These limitations shall not apply to church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennas and radio aerials.
- F. All accessory buildings shall generally be less than the main building in height.

§420-5.11. Parking.

Within the Planned Development – Mixed Use District, the applicant shall establish parking regulations for consideration by the City ~~Council~~. The proposed regulations should be based on a parking needs study

or equivalent data. Such regulations shall reflect the intent of the comprehensive plan to decrease impervious cover by reducing parking requirements, considering alternative transportation modes and using pervious surfaces for spillover parking areas. Shared parking areas, especially with non-residential uses is encouraged. Parking lots will be interconnected on adjacent parcels whenever possible. Small, landscaped and interconnected parking lots, rather than large, central parking lots, shall be encouraged. Parking lots shall not dominate the image of a site.

§420-5.12. Utilities.

All new utility lines, electric, and other telecommunication lines, cable television lines, etc., shall be placed underground.

§420-5.13. Application for rezoning.

- A. The applicant shall file an application for rezoning with the Zoning Administrator. The application shall consist of three primary sections: a narrative, an existing conditions map, and a master plan. Prior to submitting of an application for rezoning, the applicant is encouraged to hold public meetings to received public input regarding the proposed project.

1. Narrative

- i. A general statement of objectives to be achieved by the planned district including a description of the character of the proposed development and the market for which the development is oriented;
- ii. A list of all adjacent property owners;
- iii. Site development standards including, but not limited to density, setbacks, maximum heights, and lot coverage;
- iv. Utilities requirement and implementation plan;
- v. Phased implementation plan;
- vi. Comprehensive sign plan;
- vii. Statements pertaining to any architectural and community design guidelines shall be submitted in sufficient detail to provide information on building designs, orientations, styles, lighting plans, etc.
- viii. List of exceptions or differences from the underlying zoning, if any are being requested.

2. Existing Conditions Map

- i. Topography, including steep slopes (>15%);
- ii. Water features;
- iii. Roadways;
- iv. Structures;
- v. Tree lines;

- vi. Major utilities;
- vii. Significant environmental features;
- viii. Existing and proposed ownership of the site along with all adjacent property owners;

3. PD-MU Master Plan

The preliminary PD-MU master plan shall be of sufficient clarity and scale to accurately identify the location, nature, and character of the proposed Planned Development – Mixed Use District. At a minimum, the preliminary PD-MU master plan, shall include the following:

- i. Proposed layout of the Planned Development – Mixed Use District including the general location of uses, types of uses, and density range of uses;
 - ii. Building heights;
 - iii. Methods of access from existing state-maintained roads to proposed areas of development;
 - iv. General road alignments;
 - v. General alignments of sidewalks, bicycle and pedestrian facilities;
 - vi. A general water layout plan indicating the intended size and location of primary lines and the general location of fire hydrants (e.g., one every two blocks, etc.);
 - vii. A general sanitary sewer layout indicating the size and location of primary lines, and the location of pump stations; and
 - viii. A general plan showing the location and acreage of the active and passive recreation spaces, parks and other public open areas.
- B. Additionally, an environmental impact study and a traffic study may also be required to be submitted as part of the application package. The environmental impact study should detail any project impacts on FEMA identified flood area and slopes greater than 25%, and should provide a stormwater management plan detailing both stormwater quantity and quality mitigation measures and best practices. The traffic study should quantify existing and projected traffic levels on all adjacent streets, and at all proposed entrances.
- C. The City Attorney shall review any property owner's or other association's charter and regulations prior to final site plan approval.
- D. The Planning Commission shall review the preliminary PD-MU master plan for the proposed Planned ~~Unit~~ Development – Mixed Use District in light of the goals enumerated in the comprehensive plan, consider it at a scheduled public hearing, and forward its recommendation along with the preliminary PD-MU master plan to the City Council for consideration. The City Council shall hold a public hearing thereon, pursuant to public notice as required by the Code of Virginia, 15.2-2204, after which the City Council may make appropriate changes or corrections

in the ordinance or proposed amendment. However, no land may be zoned to a more intensive use classification than was contained in the public notice without an additional public hearing after notice required by the Code of Virginia, 15.2-2204. Such ordinances shall be enacted in the same manner as all other ordinances. The plan and narrative approved by the City Council shall constitute the final PD-MU master plan for the Planned Development – Mixed Use District.

(1) The Planning Commission shall approve the master plan when it finds, after reviewing a report from the Zoning Administrator and after holding a public hearing thereon, that the development shown on the master plan is in compliance with the requirements of the Planned Development – Mixed Use District and other applicable provisions of this chapter; that such development will not be detrimental to the public health, safety and welfare or unduly injurious to property values or improvements in the neighborhood and will not be in conflict with the policies and principles of the City's adopted Comprehensive Plan; and that adequate public services are or reasonably will be available. Otherwise, the Commission shall disapprove the plan.

(2) The action of the Commission shall be based upon a finding of fact, which shall be reduced to writing and preserved among its records. The Commission shall submit to the Council a copy of its finding and a copy of the master plan, together with its recommendations.

(3) Amendments to the master plan may be accomplished by the same procedure as for an original application.

- E. Once the City Council has approved the final PD-MU master plan, all accepted conditions and elements of the plan shall constitute proffers, enforceable by the Zoning Administrator.
- F. The Zoning Administrator shall approve or disapprove a final site plan within sixty days from the receipt of such plan. The plan shall be in substantial conformance with the approved final PD-MU master plan. Such final site plan may include one or more sections of the overall Planned Development – Mixed Use District, and shall meet all applicable federal, state, and City regulations.

§420-5.14. Amendments to the PD-MU master plan.

Where sections of the Zoning or Subdivision Ordinance are deemed to be in conflict with the goals of the final PD-MU master plan, the rezoning application shall be considered a waiver or modification to these sections if specified in the final PD-MU master plan. Otherwise, the applicant must provide a clear explanation as to why certain regulations are in conflict with the final PD-MU master plan, demonstrate that the public's health, safety and welfare will not be compromised, and request the specific waivers or modifications to be considered by the City Council after a public hearing. Amendments to the master plan may be accomplished by the same procedure as for an original application.

Article III. Use Matrix.

Zoning District	FP, Floodplain Overlay	P-OS, Parks and Open Space District	R-1, Residential General	R-2, Suburban Residential	R-M, Residential Multifamily	R-LC, Residential- Light Commercial	C-1, Central Business District	C-2, General Commercial District
<i>B = By-right uses, C = Conditional uses</i>								
Use Types								
Residential								
Accessory apartment			B	B	B	B	B	
Dish Antennas (not meeting use and design Standards in §420-11.1.1)			C	C	C	C		
Family Health Care Structure, temporary			B	B	B	B		
Fraternity/Sorority House, University Administered			C		C			
Group home			B	B	B	B		
Guest room			B	B	B	B		
Live-work dwelling					B	B	B	B
Multi-family dwelling					B	C	B ¹ , C ²	
Single-family dwelling, attached			B	B	B	B		
Single-family dwelling, detached			B	B	B	B		
Townhouse					B	B	B	C
Two-family dwelling			B		B	B		
Civic								
Cemetery			B					
Civic use	B	B	C	C	C	B	B	B
Club						C	B	B
Cultural services						B	B	B
Educational facility, College/University			C	C	C	C	C	C
Educational facility, Primary/Secondary			C	C	C	B		
Emergency shelter						C	C	C

Zoning District	FP, Floodplain Overlay	P-OS, Parks and Open Space District	R-1, Residential General	R-2, Suburban Residential	R-M, Residential Multifamily	R-LC, Residential- Light Commercial	C-1, Central Business District	C-2, General Commercial District
Public assembly			C	C	C		C	C
Public Park & Recreational Area		B						
Public maintenance and service facility			C					B
Public recreation assembly	C		C		C	C	C	C
Recycling center								C
Refuse collection site								C
Religious assembly			C	C	C	C	B	C
Shelter							B	B
Commercial								
45 night or less rental			B	B	B	B	B	
Automobile rental/leasing								C
Automobile repair service							C	B
Automobile sales								C
Bed-and-breakfast			C ³	C ⁴	C	B	B	B
Brewery or Distillery							C	B
Business or trade school							C	B
Business support service						C	C	B
Car wash								C
Catering, Commercial (off-premises)							B	B
Clinic						B	B	B
Commercial indoor amusement						C	B	B
Commercial indoor entertainment						C	B	B
Commercial indoor sports and recreation								B
Commercial outdoor entertainment								C
Commercial outdoor sports and recreation	B							C
Commercial vehicle repair service								C
Communications Service							B	B

Zoning District	FP, Floodplain Overlay	P-OS, Parks and Open Space District	R-1, Residential General	R-2, Suburban Residential	R-M, Residential Multifamily	R-LC, Residential- Light Commercial	C-1, Central Business District	C-2, General Commercial District
Construction sales and service								B
Construction yard								C
Consumer repair service						B	B	B
Custom manufacturing						B	B	B
Day care center			C	C	C	B	C	B
Entertainment Establishment, Adult								B
Equipment sales and rental								C
Family home day care			C	C	C	B	B	B
Farmer's Market	B	C				B	B	B
Financial institution							B	B
Funeral home								B
Garden center						B		B
Gasoline station							C	B
Greenhouse, commercial						C		B
Guidance Services						B	B	B
Halfway house							C	C
Home for adults			C	C	C			B
Home occupation, Class A			B	B	B	B		
Home occupation, Class B						C		
Hospital						B	C	C
Hotel							B	B
Kennel								C
Laundry							B	B
Micro-Brewery							B	B
Micro-Distillery							B	B
Mini-warehouse								C
Nursing home						B		B
Office, general						B	B	B
Office, medical						B	B	B
Off-Street Remote Parking (per §420-12.3)						<u>C</u>	<u>C</u>	<u>C</u>

Zoning District	FP, Floodplain Overlay	P-OS, Parks and Open Space District	R-1, Residential General	R-2, Suburban Residential	R-M, Residential Multifamily	R-LC, Residential- Light Commercial	C-1, Central Business District	C-2, General Commercial District
Outdoor Display								C
Pawn Shop								B
Personal improvement services						B	B	B
Personal services						B	B	B
Restaurant, drive-in								B
Restaurant, general							B	B
Restaurant, mobile						B	B	B
Restaurant, small						C	B	B
Shooting range, indoor								B
Shopping Center								B
Specialty Food Shop						B	B	B
Specialty Shop						B	B	B
Store, Adult								B
Store, general							B	B
Store, grocery							B	B
Store, liquor							B	B
Store, neighborhood convenience						C	B	B
Studio, Fine Arts						B	B	B
Tattoo Parlor and/or Body Piercing Salon							C	C
Veterinary hospital/clinic								B
Wholesale sales								B
Winery							B	B
Industrial								
Industrial, light								B
Laboratory								B
Research and development						C	B	B
Salvage and scrap service								C
Sawmill, temporary	B							

Zoning District	FP, Floodplain Overlay	P-OS, Parks and Open Space District	R-1, Residential General	R-2, Suburban Residential	R-M, Residential Multifamily	R-LC, Residential- Light Commercial	C-1, Central Business District	C-2, General Commercial District
Warehousing and distribution								C

Miscellaneous

Amateur radio tower			B	B		B	B	B
Building, Portable	B	B	B ⁵	B ⁵	B ⁵	C ⁶	C ⁶	C ⁶
Broadcasting or communication tower		C	C	C				C
Cemetery, private						C		
Garage, private			B	B		B	C	C
Parking facility		B			C	C	C	C
Recreation facility, private	B	C	B	B	B	B		
Utility service, major			C	C				C
Utility service, minor			B	B		B	B	B

¹ Second floor and higher

² First floor

³ Bed & Breakfasts only allowed along Main, Washington, and Nelson Streets

⁴ Bed & Breakfasts only allowed along S. Main Street

⁵ accessory building is by right

⁶ temporary construction office and storage sheds are by-right