

The Altavista Planning Commission held a regularly scheduled meeting on Tuesday, July 6, 2010 in the Council Chambers at 5:30 PM.

Members present	-	Jerry Barbee, Chairman Bill Ferguson Laney Thompson Tim Wagner
Not present	-	John Woodson
Also present	-	Cheryl Dudley Albert Farris Jo Kelly, AOT Dan Witt

The agenda was reviewed and approved as presented. A motion was made by Mr. Ferguson and seconded by Mrs. Thompson. All members were in favor with none opposing.

The minutes were reviewed and approved as written. A motion was made by Mrs. Thompson and seconded by Mr. Ferguson. All members were in favor with none opposing.

A public hearing was opened at 5:35 to consider a Special Use Permit application for 9 upper story housing units in the downtown CDBG project area.

Mr. Witt gave the following subject overview.

In January 2009, then Governor Tim Kaine, announced that the Town of Altavista had been awarded a \$1,000,000 Community Development Block Grant (CDBG). The grant project area is contained within the Central Business District (CBD). A component of the grant application was upper story housing with a total of \$225,000 being allocated for the renovation/construction of these units, a maximum of 9 at \$25,000 each.

Second (*upper*) story housing is permitted in CBD but only with the issuance of a Special Use Permit. The zoning for the project area is C2 Commercial but it- the project area-is also located in the Downtown Revitalization Overlay District (DRO).

Sec. 86-352. Use regulations.

2) *Permitted uses with special use permit.* The following uses may be permitted in district C-2 only upon the issuance of a special use permit by the town council with such conditions as may be imposed by the council:

e. In the central business district, residential uses shall not be restricted as set forth in subsection (1) of this section but may be allowed by special use permit with conditions as imposed by the town council.

In March 2005 two second story housing units were approved on Broad Street, one of which has been occupied since June 2005. The second has been vacant because the owner did not make the necessary changes for the acquisition of an occupancy permit from Campbell County; however, the owner, Shama Aneja, has applied for grant funding and her unit is one of the 9 included with the SUP application.

Related Issues for Consideration:

Comp Plan: The Comp Plan supports/encourages the development of upper story housing in the downtown. An objective of Chapter 4 (Economic Development) of the Comp Plan is to *'Sustain and Enhance Downtown and Main Street Commercial Corridor'*. Chapter 6 (Housing) contains Goals, Objectives and Action Plans that would support this application i.e. *'Support efforts to provide housing for low to moderate income families: Research and consider amending the zoning code to allow and provide incentives for downtown housing: & Enable low to moderate- income families in Altavista to live in quality yet affordable housing.'*

Parking: Section 86-352 (2) e -- *In the central business district, **residential uses shall not be restricted as set forth in subsection (1) of this section** but may be allowed by special use permit with conditions as imposed by the town council.* Examples of the restrictions that do not apply are setbacks, height, lot size, and off-street parking. Parking does need to be addressed in this SUP to ensure that parking for residential units does not interfere with the commercial businesses. There are several town lots that permit 'all day' parking and it would be my recommendation that extended parking (overnight and more than 2 hours during business hours) for the residential uses be restricted to these locations.

Sec. 74-163. All day parking in specified lots.

Parking shall be permitted in the following town-operated lots located in the central business district of the town:

- (1) Two Upper Broad Street Lots. *(Near Train Station)*
- (2) Norfolk Southern Lot Lower Broad Street. *(Recently purchased by the Town-Gateway Park)*
- (3) Eighth Street Lot. *(Adjacent to Yeatt's apartments)*
- (4) Main Street Lot (corner Main Street and Campbell Avenue).
- (5) 7th Street Lot (adjoining First National Bank).

Exterior Facades: As persons begin residing in the CBD, the exterior facades of the 2nd or 3rd floor needs to be at least considered at this time. Do you want to restrict outside display of items such as flags, planters, banners, laundry, etc.? I do not have a recommendation on this but would like for the PC members to discuss.

Along with the application, I am including the Upper Story Housing Program Design and Upper Story Housing Creation/Rehab Program Applications.

Chairman Barbee asked if there was anyone in the room that wanted to speak in opposition of this SUP.

Albert Farris, Facilities Manager, First National Bank said that the bank would like to have some clarifications on the parking issue. He stated that he lives at 253 Memory Lane in Rustburg. He asked Mr. Witt to explain where the parking lots were located that are 'all day' parking places for the downtown residents. Mr. Witt said that one lot is at the lower end of Broad Street, one is behind First National Bank, one is at the corner of Campbell Avenue and Main Street, and the two lots- one on each side of the library. Mr. Farries asked if there are enforcements to keep people from blocking the alley behind the stores on Broad Street and if necessary can the bank take actions to have the vehicles removed. During business hours he, Mr. Farris, stated that some of the store employees' park in the alley and it impedes traffic for deliveries and other types of business needs.

Jo Kelly, Executive Director of AOT, spoke in favor of the upper story housing and said it is a welcome part of the downtown project. She said that as time goes on and the units are filled, it will be good and bring additional traffic to the downtown businesses.

The public hearing was closed at 5:57PM.

The PC discussed the exterior facade issues of the upper story housing. Mr. Wagner said it was a good idea to have the upper story residences. It would add security for the stores as well as the apartments with people living downtown during the day and after hours and that it also provides long term sustainability. Mr. Wagner stated that parking spaces are available but some thought needs to be given to this issue. He questioned if they, the residents, may even need a vehicle. With the new bus system it is entirely possible for someone to not need a vehicle, if they live downtown. Regarding the exterior façades on the upper story housing, Mr. Wagner stated that by someone drying their laundry on a line outside it is more energy efficient.

Mr. Ferguson stated that he didn't like the idea of the outside clothes lines. He said that there are clothes racks that can be used inside. When people live in a place like the upper story housing in Altavista there are natural restrictions that have to be followed. He said that outside clothes lines should be restricted. As far as the flower pots outside the windows, he felt this should be based on available space.

Chairman Barbee said that anything that is placed outside of the building should have to be attached to the building so that it can't fall off and hit someone walking along outside.

Mrs. Thompson said that the outside clothes lines are not a good idea, as they don't add to the downtown restorations. She agreed with Chairman Barbee's assessment of the window boxes.

Mr. Wagner stated that they, window boxes, should be properly attached to the building façade but they were a good idea that would enhance the look of the downtown area. He also questioned the use of window air conditioning units.

The PC agreed that if there were any window units that they shouldn't be seen from Main Street or Broad Street. Mr. Barbee asked if the AC regulations would be a property owner issue or a tenant issue.

Mr. Wagner stated that it may be a requirement of the funding program to have central heat and air conditioning.

Mr. Barbee called Scott Smith and asked him about the AC issue. He asked if there was anything from a cosmetic stand point that Mr. Smith had knowledge of. Mr. Smith said that something the PC might want to consider is to not allow them to be visible on the street side of the building.

Mr. Barbee stated his concern that if the tenants can't park in front of their residence, particularly if they were elderly, it might deter leasing the apartments.

Mr. Wagner made a motion to recommend to Town Council approval of the SUP application as amended with special conditions for nine (9) upper story housing units at the locations specified in the application. The conditions are as follow:

1. Laws: Owners and tenants of the residence(s) shall comply with all Local, State, and Federal laws.
2. Use: Owners and tenants shall be in compliance with the guidelines set forth in the Altavista Downtown Revitalization Project Upper Story Housing Program Design.
3. Occupancy: Individual units shall only be used as single family residences and shall contain no more than 3 bedrooms.
4. Parking: Parking for tenants is restricted to the lots listed in Section 74-163 of the Town Code, except between the hours of 8AM and 6PM when parking will be enforced as posted.
5. Façade Displays: All displays must be properly secured in a safe manner. Flags and banners may not exceed 32 square feet and must not impede business on the lower floors or pedestrian traffic on the sidewalk. No exterior laundry lines are permitted outside the windows.
6. Window/HVAC Units: Outside units shall not face Main Street or Broad Street.
7. Violation of the Special Use Permit: In the case of a violation by the owner and/or tenant of the conditions set forth in this permit, the Zoning Administrator will notify the owner of the violation and give a reasonable time- not to exceed 30 days- to comply with the SUP. After such time expires, without compliance, the SUP may be revoked.

A second was made by Mrs. Thompson. All members voted in favor with none opposing.

The reasons for approving the application are: These units were an important component of our CDBG application; second story housing helps meet needs addressed in the Comp Plan; and lastly the use helps in the revitalization of our downtown by providing a potential income producing use for the building owners, potential customers for the businesses and the removal of slum and blight.

Next item, Mr. Witt reported on the public input meeting for the zoning ordinance rewrite. Seventeen (17) surveys from the community work session held on Tuesday, June 15, 2010 were received by Mr. Baka but he would like to have doubled that amount. Mr. Witt asked each PC member to take a couple of the surveys and pass them out to individuals that would take the time and fill them out.

Mr. Witt gave his staff report. The permits issued for the months of May and June are as follow:

17-May	020-10	Rayetta Webb, 1015 Main Street	Relocate business to this address and new sign
19-May	021-10	Flip West Builders, 285 Saddle Rd. Lynch Station	Renovations for Altavista Church of Christ- restrooms
21-May	022-10	Simpson Signs for sign at 1107 Main Street	New Business- Carmelo's Natural Body Works
28-May	023-10	Regina Moon, 1107 Main Street	Relocate Gina's Hair and Beauty Supply
4-Jun	024-10	Mike Pickrel, 716 Main Street	Add 10'x36' addition to the back of the building
10-Jun	025-10	Tim Reynolds 319 Yeardley Ave. Lynchburg	Replace deck at 506 10th Street

The meeting was adjourned at 6:32PM

Jerry Barbee, Chairman

Dan Witt, Assistant to the Town Manager