



AGENDA

WYTHEVILLE PLANNING COMMISSION MEETING

THURSDAY, APRIL 13, 2023 AT 6:00 PM
COUNCIL CHAMBERS - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. **CALL TO ORDER - VICE-CHAIRMAN BRAD M. LITTON**
2. **ESTABLISHMENT OF QUORUM - VICE-CHAIRMAN BRAD M. LITTON**
3. **CONSENT AGENDA**
 - A. Minutes of the regular meeting of March 9, 2023 **(requires motion and vote)**
4. **CITIZENS' PERIOD**
5. **OTHER BUSINESS**
 - A. Adoption and presentation of a resolution recognizing former Planning Commissioner Mr. M. Bradley Tate for his efforts while serving on the Wytheville Planning Commission **(requires motion and vote)**
 - B. Summary of the Wythe County Housing Analysis with a specific focus on how the Unified Development Ordinance (UDO) rewrite applies to the recommendations made as part of the housing study
 - C. Review of the updates to the draft Unified Development Ordinance (UDO) since the March meeting
 - D. Overview regarding the 2023 Southwest Virginia Housing Summit
6. **ADJOURNMENT**
 - A. Additional Attachments - March 2023 Council Actions

3-A



MINUTES

WYTHEVILLE PLANNING COMMISSION MEETING

THURSDAY, MARCH 09, 2023 AT 6:00 PM
COUNCIL CHAMBERS - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. UNAPPROVED MINUTES

RE: ATTENDANCE

MEMBERS PRESENT:

Chairman John Jones, Vice-Chairman Brad Litton, Vice-Mayor Cathy Pattison, Mr. Bradley Tate, Mr. David Schmidt, Ms. Lisa Anderson, Mr. George F. Wittwer

MEMBERS ABSENT:

None

OTHERS PRESENT:

Mayor Beth Taylor, Assistant Town Manager Elaine HOLETON, Chief Deputy Clerk Brandi Jones, Town Attorney Michelle Workman Clayton, Planning Director John Woods, Nicholas Kapranos, Robert Atwell, Ruth Atwell, Scott McCroskey, Denise Clay, Heather Kapranos, Ellen Gunter, Aaron Gunter, John DiYorio, Roland King, Matthew Clarke, Dwight Frye

RE: CALL TO ORDER

Chairman Jones called the meeting to order.

2. RE: ESTABLISHMENT OF QUORUM

Chairman Jones established that a quorum of Planning Commission members was present.

3. RE: CONSENT AGENDA

A. Chairman Jones presented the consent agenda consisting of the minutes of the regular meeting of February 9, 2023. He inquired of the Commission if there were any additions or corrections to the consent agenda or if there was a motion to approve the consent agenda, as presented.

Motion made by Mr. Wittwer, Seconded by Mr. Tate.

Voting Yea: Chairman Jones, Vice-Chairman Litton, Vice-Mayor Pattison, Ms. Anderson, Mr. Schmidt, Mr. Tate, Mr. Wittwer.

4. RE: PUBLIC HEARING - MR. MATTHEW J. CLARKE REZONING REQUEST

A. Chairman Jones advised that the meeting constituted a public hearing (due notice having been given) to consider the rezoning request (further known as a Zoning Map amendment) of Mr. Matthew J. Clarke to rezone approximately 36.6 acres of property located on Asbury Lane, Tax Map parcel #25-70A, which is located on the north side of Holston Road, between Van Mar Drive and Cove Road, from MA-1 Medical Arts to R-1 Residential. Planning Director Woods presented the site overview with the Planning Commission. Chairman Jones inquired if Mr. Clarke would like to address the Commission regarding his request. Mr. Matthew Clarke was recognized and gave the Commission a summary of his proposed plans for the property, and stated that he intends to place the rear 13-acre lot of the parcel for sale. Mr. Clarke noted that he believes there will be around 10 potential building sites on the property. He advised that, at best, the 36 acres will be able to accommodate about 12 building lots including the eight already existing residences. A brief discussion continued regarding the potential building lots on the proposed property. Mr. Wittwer commented that his concern is about the traffic in that area. He noted that he is under the impression that there are already some traffic concerns at the end of Holston Road and adding additional homes will increase the traffic congestion. Planning Director Woods commented that the Virginia Department of Transportation (VDOT) has approved a project that will improve the Holston Road and North Fourth Street intersection, which will help traffic flow when new homes are built and families move into this neighborhood. Mr. Clarke stated that he asked to rezone this area to an R-1 Residential Zoning District so that apartments and duplexes could not be built in this area, reducing traffic since there will not be as many people living in one space. He noted that there will be nice homes that fit the existing neighborhood. Discussion continued regarding the possibility of rezoning this area.

Mr. Scott McCroskey was recognized and stated that he resides at 425 Wytheview Drive in Wytheville. He addressed the Commission regarding his concerns with the installation of a septic system and extensive water runoff from more asphalt. Planning Director Woods advised that, in this meeting, only the rezoning is being addressed at this time. He stated that any possible site development in the future will have to go through the site review process, which will then evaluate drainage, stormwater runoff, etc. A brief discussion continued regarding the rezoning process and the phases of the proposed property. Mr. McCroskey stated that he likes the idea of growth, however, he does not want it in his backyard. He also expressed his concerns about curb and guttering and the funding that will be needed for installation. Assistant Town Manager Holeyton noted that the Town policy states that the developer is responsible for providing that funding. Mr. McCroskey inquired of Mr. Clarke regarding the projected cost with the sell price of the property. Mr. Clarke stated that he had two realtors evaluate the sites, however, he has not yet purchased the property. He noted that he has a deposit on the property and that it has been appraised, but he does not know the appraised amount.

Mr. John DiYorio was recognized and stated that he resides at 765 Wytheview Drive in Wytheville. He noted that most of his questions had been answered in previous discussions, however, he would like to have a copy of the information that had been discussed during this meeting.

Mr. Roland King was recognized and stated that he resides at 495 Wytheview Drive in Wytheville. He inquired as to who is the proposed buyer of the property. Mr. Clarke noted that he is the proposed buyer. Mr. King also inquired of the Planning Commission about the R-1 Residential Zoning District requirements. Planning Director Woods explained that the current standard is a single-family home with a minimum requirement of 1,500 square feet, and to provide enough space for a septic tank. Mr. King stated that he believes rezoning this area to R-1 Residential is a great idea, and that he would like to build on the property himself.

Mr. Bob Atwell was recognized and stated that he resides at 210 Van Mar Drive in Wytheville. He addressed the Commission stating that there are 41 houses, seven businesses and two trailer parks on Holston Road. Mr. Atwell advised that the speed limit in that area is 35 miles per hour, and he feels like that is too fast. He asked if Mr. Clarke could assure him that no apartments or duplexes would be built on the property. Mr. Clarke stated that is the reason he requested to rezone the property to R-1 Residential, so that there will not be any apartments or duplexes constructed on the property. Mr. Atwell then stated that he is in favor of rezoning the property to R-1 Residential. Mr. Clarke stated that since there has been some confusion in the differences between the Residential Zoning Districts, he would like to reiterate that the reason he requested to rezone the property to R-1 Residential is because that is what is already established in the neighborhood. Discussion continued regarding the potential building lots of this area. Chairman Jones inquired if there was any further discussion regarding Mr. Clarke's rezoning request. There being none, he declared the public hearing closed and proceeded with the agenda.

**5. RE: RECOMMENDATION TO TOWN COUNCIL - MR. MATTHEW J. CLARKE
REZONING REQUEST**

- A. Chairman Jones advised that the next agenda item is to make a recommendation to the Town Council regarding the rezoning request (further known as a Zoning Map amendment) of Mr. Matthew J. Clarke to rezone approximately 36.6 acres of property located on Asbury Lane, Tax Map Parcel #25-70A, which is located on the north side of Holston Road, between Van Mar Drive and Cove Road, from MA-1 Medical Arts to R-1 Residential. He inquired if there was any discussion regarding the request of Mr. Clarke before making a recommendation to the Town Council. Mr. Tate stated that he will be abstaining from voting on this matter due to working with Hurt and Proffitt, however, he feels as though he can participate in any discussion or questions in a fair and objective manner. Mr. Schmidt inquired of Assistant Town Manager Holeton regarding lot numbers 2, 15 and 16 of the property and if they were a part of phase one or phase two of the subdivision plats. Assistant Town Manager Holeton advised that phase one is where existing homes are located. Mr. Schmidt inquired if the pond that is located on the property would need to be reengineered to handle the potential runoff of new homes that may be built. Mr. Clarke commented that the pond is not a stormwater retention pond. Discussion continued regarding water runoff of the proposed property. Chairman Jones stated that he would need a motion to make a recommendation to the Town Council regarding this request. A motion was made by Mr. Wittwer and seconded by Mr. Schmidt to make a recommendation to the Town Council to approve the rezoning request (further known as a Zoning Map

amendment) of Mr. Matthew J. Clarke to rezone approximately 36.6 acres of property located on Asbury Lane, Tax Map Parcel #25-70A, which is located on the north side of Holston Road, between Van Mar Drive and Cove Road, from MA-1 Medical Arts to R-1 Residential. The motion was approved with the following voting results, by roll call vote: Voting Yea: Mr. Schmidt, Ms. Anderson, Vice-Chairman Litton, Chairman Jones, Vice-Mayor Pattison, Mr. Wittwer. Abstaining: Mr. Tate.

6. RE: CITIZENS' PERIOD

Chairman Jones advised that the next agenda item is Citizens' Period. He inquired if anyone wished to address the Commission during Citizens' Period. There being none, he proceeded with the agenda.

7. RE: OTHER BUSINESS

A. RE: REVIEW OF THE UNIFIED DEVELOPMENT ORDINANCE UPDATES AND THE RESIDENTIAL DEVELOPMENT STANDARDS

Chairman Jones advised that the next agenda item is to review the updates of the draft Unified Development Ordinance (UDO) and the Residential Development Standards. Planning Director Woods presented information to the Commissioners regarding the Residential Development Standards for each of the Zoning Districts. He noted that these Zoning Districts include A-1 Agricultural, R-1 Residential, R-1H Historic Residential, R-2 Residential, R-2FH Residential, R-3 Residential, R-3MH Residential, R-4 Residential, BR-1 Business Residential, BR-2 Business Residential, MA-1 Medical Arts, B-1 Business Mixed-Use, B-2 Business Mixed-Use, B-2 DT Business, B-2 TS Business Travel Services, DTB-1 Downtown Business Core, DTB-2 Downtown Business Evansham, DTB-3 Downtown Business Transitional, MR-1 Artisan Residential, M-1 Industrial and M-2 Industrial Zoning Districts. It was the consensus of the Planning Commission to make a standard lot size the minimum of 700 square feet or larger to fit into an R-1, R-2 and R-3 Residential Zoning District. The Planning Commissioners requested to receive a copy of the Housing Study at the April 2023 meeting. Planning Director Woods stated that that he had revised the R-3 Mobile Home Residential Zoning District, since the Commissioners received their last meeting package. He noted that, now, the maximum number of units per acre is 10 units. Planning Director Woods advised that he looked into numerous mobile home parks in various locations, and 10 units seemed to be the average maximum units per acre around the country. A brief discussion continued regarding the R-3 MH Residential Zoning District and how many units per acre should be allowed. It was the consensus of the Planning Commission to change the maximum dwelling unit density to eight units per acre, instead of 10 units per acre. Planning Director Woods continued to review the remainder of the UDO and the Residential Development Standards.

8. RE: ADJOURNMENT

A. There being no further business to discuss, a motion was made, seconded and carried to adjourn the meeting (8:23 p.m.).

John W. Jones, Jr., Chairman

Brandi N. Jones, Chief Deputy Clerk

5-A

Resolution



WHEREAS, the Planning Commission of the Town of Wytheville, Virginia, desires to express its appreciation for the service of Mr. M. Bradley Tate to the Wytheville Planning Commission; and,

WHEREAS, Mr. Tate is deserving of recognition for his dedicated service to the Town of Wytheville Planning Commission; and,

WHEREAS, Mr. Tate served the Town of Wytheville Planning Commission a total of eight years from June 22, 2015 to March 2, 2023; and,

WHEREAS, in 2016, Mr. Tate successfully completed the Virginia Certified Planning Commissioner's Program; and,


WHEREAS, Mr. Tate worked faithfully and attentively on complex planning issues for the betterment of the Town; and,

WHEREAS, the Planning Commission, through the adoption of this resolution, expresses its utmost gratitude and respect.

***NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission of the Town of Wytheville, Virginia, officially commends Mr. M. Bradley Tate for his exceptional service to the Wytheville Planning Commission.*

***BE IT FURTHER RESOLVED** that the Planning Commission of the Town of Wytheville, Virginia, extends to Mr. M. Bradley Tate its best wishes for the future.*

Adopted this 13th day of April, 2023.



John W. Jones, Jr. Chairman
Wytheville Planning Commission

ATTEST:



Brandi N. Jones, Chief Deputy Clerk

5-B

Summary of Needs and Recommendations for Wytheville Housing

The Town of Wytheville has a modern Zoning Ordinance, considering both its modest population and number of Town staff. The Zoning Ordinance permits multifamily residential development throughout most of its 13 zoning districts with generally reasonable limitations. Town officials could, however, consider minor changes to encourage additional, appropriate residential development. The identification and analysis of these possible changes are as follows.

- **Modify Lot Size and Frontage Requirements.** The Zoning and Subdivision Ordinances require all lots to have frontage on public streets with the amount of frontage varying depending on the zone in which the property is located. The Zoning Ordinance also establishes a minimum lot size that varies depending on the zone. Together, these regulations establish the maximum number of lots that can be created within a tract of land. Smaller lot requirements would allow for more homes within a tract. Lower requirements could be appropriate in certain areas of the Town.

Much of the Town is zoned A-1/Agricultural. While this zone currently allows for expansion of more urban or suburban development into these agricultural areas, the regulations could be relaxed to allow for more creative residential land use. For example, the Zoning and Subdivision Ordinances could suspend the street frontage requirement for large parcels zoned A-1. This would allow a property owner of a large parcel to create lots appropriate for residential development along its street frontage. The property owner could leave the residual of their land unsubdivided and continue agricultural use of it. Under current rules, a subdivision like this could not be approved because the residual land would no longer meet the street frontage requirement.

- **Allow Multifamily Dwellings in All or Most Zones.** Town staff could consider allowing multifamily dwellings up to a certain number of units in all or most zones. For example, the R-1 zone does not currently allow multifamily residential development. Because the properties zoned R-1 comprise a significant portion of all residentially zoned properties of the areas within the R-1 zone could be appropriate for higher-density residential development particularly if they are co-located with neighborhood serving retail (grocery stores, pharmacies, etc.).
- **Allow Accessory Buildings to be Used as Residences.** The existing Zoning Ordinance prohibits the use of an accessory building as a residence (accessory dwelling) in all zones except R-1M/Residential. In this zone only, a property owner may seek special exception approval from the Wytheville Board of Zoning Appeals to use an accessory building as a residence. Eliminating the prohibition of the use of an accessory building as a residence could introduce smaller homes into the market. Given their small sizes, these accessory dwellings tend to rent for less and be more affordable than a traditionally sized home in the same neighborhood.

Several jurisdictions in Virginia already allow for this type of residential land use. Town staff could review these jurisdictions' ordinances to see how to craft their own policy. Further, Wytheville could look to its own experience with implementing Zoning Ordinance section 16-19/Small-Lot/Small-Home Overlay zone in crafting an accessory dwelling policy. This section allows for smaller homes on smaller lots than the minimum sizes for each in the traditional zone.

- **Eliminate Minimum Home Sizes.** The Zoning Ordinance establishes minimum single-family dwelling size in terms of footprint and size. For example, the R-1 zone requires a 900 square foot footprint and 1,400 square foot minimum size, respectively. Multifamily dwellings must comply with proportionately larger sizes, depending on the number of units. Although these numbers are generally reasonable, Town officials could consider their elimination to allow for construction of smaller, generally more affordable homes.

- **Eliminate Arbitrary Lot Shape Requirements.** Like Wythe County, the Wytheville Subdivision Ordinance prohibits developers from configuring lots to meet frontage requirements (Section 5-8). While it may seem intuitive that subdivided land would follow a regular development or grid pattern with rectangular or square shaped lots, ultimately this is a relatively arbitrary requirement that lacks a specific land use purpose. Allowing uniquely shaped lots that meet frontage requirements would not result in incompatible or undesirable development.
- **Reduce Construction Costs.** A developer in Wytheville who proposed a subdivision to create new lots for residential development would also be financially responsible for all improvements. For example, streets are a required improvement for newly subdivided lots. The street must meet all Town of Wytheville standards, including that it must have a curb and gutter on both sides. The Subdivision Ordinance (Section 5-22.4) states that these “...improvements are required for flood control and drainage...” Town officials could consider adjusting this requirement to reduce costs for developers where appropriate. In some cases, on-site best management practices for flood control and drainage could reduce the need for curbs and gutters.
- **Relax Conversion of Commercial to Residential Restrictions.** Most of the zones that permit multifamily residential development in the Town also allow the conversion of an existing building to multifamily residential, provided that the building meets all requirements for multifamily residential uses. The Town should consider eliminating this provision to encourage the adaptive reuse of existing buildings that would not meet the Zoning Ordinance’s multifamily residential requirements.

Based on the analysis in the report, it is evident that Wythe County’s existing housing stock does not sufficiently meet current demand. Simply put, the level of future job growth is a sharp increase over past trends. Due to the level and type of future job growth, the greatest immediate housing need is for market rate rental housing. The analysis also finds that the current new home sales market in Wythe County is small and does not provide home prices that are affordable to most prospective homebuyers. Moreover, the senior population is underserved. Thus, the initial recommended housing needs for Wythe County are as follows:

	<u>Units</u>
Market Rate Apartments	800±
Affordable General Occupancy Apartments	80±
Affordable Age-Restricted Apartments	40±
Patio Homes for Sale	50±
Single-Family/Townhomes for Sale	100±

The above recommendations involve the construction of a large number of new homes, totaling over 1,000 housing units. However, the total includes a mix of for-sale and rental homes, market-rate and affordable homes, and homes suitable for general occupancy or age-restricted communities. It is not expected that all of these homes would be built simultaneously. There is likely to be demand for future phases, particularly the apartment units and modestly priced for-sale homes, but the recommendations presented above focus on the initial development needs that are most feasible. The development pace should be guided by the hiring pace at Blue Star NBR, which is anticipated to average approximately 490 new hires per year between 2023 and 2028.

5-C

7.2. Off-Street Parking Standards and Site Access

A. Purpose

1. To provide adequate and appropriate parking and to reduce stormwater runoff by reducing impervious surfaces. Guiding principles for developing parking resources include the following:
 - a. Parking design should prioritize parking for typical day-to-day uses rather than for infrequent events that may attract a large crowd.
 - b. Innovative approaches to reducing the need for parking are encouraged such as carpooling, shuttle services, public transit, and providing infrastructure for pedestrian and cycling options such as bike lockers and shared use trails.
 - c. Shared parking agreements are encouraged, such as leasing agreements that establishes shared parking with adjacent properties.
 - d. Environmentally friendly construction techniques are encouraged to reduce impervious surfaces.
2. To provide for safe access to buildings and other venues. Guiding principles for access include the following:
 - a. Access points should comply with sound traffic planning standards including applicable VDOT and MUTCD standards. The Zoning Administrator shall review and approve site access locations in accordance with VDOT, MUTCD standards and/or other design guidelines.
 - b. Where possible, shared driveways should be utilized to improve traffic safety. The spacing of driveways and access locations shall be designed to minimize conflict points and accommodate turning maneuvers.
 - c. Onsite driveways and drive aisles should be designed to provide adequate space for the movement of vehicles that will use the site, including any required truck-based deliveries and emergency response vehicles.

B. Access Requirements

1. Sidewalks shall be provided to provide safe pedestrian access between parking areas, including bicycle parking areas and building entrances. Where public sidewalks are provided along the public street frontage, additional sidewalks shall be provided to provide safe pedestrian access to building entrances.
2. Parking lot Dimension Standards: Parking lot dimensions shall follow the following minimum requirements:

Parking Angle	Stall Width	Stall Depth	Aisle Width
90°	9 ft.	18 ft. when facing externally.	24 ft.

		20 ft. facing other parking spaces.	
60°	9 ft.	18 ft. when facing externally. 20 ft. facing other parking spaces.	One-way 18 ft. Two-way 24 ft.
45°	9 ft.	18 ft. when facing externally. 20 ft. facing other parking spaces.	One-way 14 ft. Two-way 24 ft.
30°	9 ft.	18 ft. when facing externally. 20 ft. facing other parking spaces.	One-way 11 ft. Two-way 24 ft.
0° (Parallel)	8 ft.	22 ft.	One-way 11 ft. Two-way 24 ft.

3. Curb Radii at Aisle Ends: Typical curb radii where a parking drive aisle meets a collector drive aisle shall be a minimum of 10 feet. For aisles that will be utilized by tractor-trailers or other large vehicles a truck movement analysis shall be provided to verify that the pathway will accommodate large vehicles expected to use the aisle.
4. Parking lot entrances from public streets or roadways shall adhere to the guidelines of VDOT Appendix F: Access Management Design Standards for Entrances and Intersections.
5. For site developments that anticipate vehicular traffic in excess of 200 trips per day, a traffic engineering study shall be provided, which either offers evidence that existing configuration of the roadway is adequate to safely accommodate the additional traffic, or that specifies the improvements that will be installed within the public right-of-way to accommodate the additional traffic.

C. Residential and Lodging Venue Parking Standards

1. For all residential and short-term lodging uses space shall be provided for vehicular parking according to the following table.

Residential Unit Type	Parking Requirements
Single family dwelling	2 spaces
Accessory dwellings	1 space (May be provided on-street if on-street spaces are available.)
Studio unit (whether the unit is an apartment, townhouse, or condominium).	1 space

1 bedroom apartment, townhouse, or condominium	1.25 spaces
2 bedrooms apartment, townhouse, or condominium	1.75 spaces
3 bedrooms apartment, townhouse, or condominium	2.25 spaces
4 or more bedrooms apartment, townhouse, or condominium	2.75 spaces
Hotels, motels, bed and breakfast inns, homestays and similar lodging facilities	1 space per sleeping unit plus sufficient parking for employees onsite during peak occupancy.

2. Where the total parking requirement computation for a structure or group of structures results in a fractional space being required, the next whole number shall be deemed to be the number of spaces required.
3. Parking space required for dwellings in residential zoning districts shall be on the same lot as the dwelling. Parking spaces required for dwellings and lodging venues located in business, industrial, or mixed-use zoning districts (Zoning districts that allow business or industrial uses as well as residential uses) may be located on adjoining sites when a shared parking agreement is in effect.
4. For larger multifamily housing complexes, including apartments, townhouses, condominiums or similar facilities, an applicant/developer may be granted a reduction in the total parking space requirements by submitting a parking analysis that shows factors that demonstrate a reduced need for parking. Factors indicating a reduced need for parking might include the presence of subsidized rental units, proximity to public transportation, and/or proximity to retail and employment venues that are accessible via existing sidewalks, walking trails, or bike paths. To receive a reduction in parking requirements, the multifamily housing complex must be located within one half mile of a public transportation stop or qualifying retail and employment venue. The Zoning Administrator is authorized to approve a reduction in parking requirements when the submitted request can be supported by justifiable variables that demonstrate that the parking plan submittal is adequate for the proposed use and space.

D. Commercial and Industrial Off-Street Parking Standards

1. **Parking Analysis Required.** Prior to new construction or expansion of any commercial or industrial use, a parking analysis shall be provided with a site plan showing how those parking needs will be fulfilled. A narrative explaining the rationale for the number of off-street parking spaces proposed shall be included with the parking analysis and plan. The parking analysis must include information as listed below. The Zoning Official may request additional information upon review of the initial analysis submittal.

- a. The anticipated number of employees, staff, volunteers, or similar individuals involved in management or operational functions of the establishment or venue at peak hours of operation.
 - b. The anticipated number of customers to be in the facility at peak hours of operation of any retail, service, or similar establishment.
 - c. The anticipated number of guests or customers to be present at peak hours of operation of a restaurant or lodging facility.
 - d. The anticipated number of people attending any meeting, performance, church service or similar gatherings.
 - e. Expected hours of operation and peak demand relative to available parking in within 1,000 feet of the site. Shared use of parking facilities is encouraged wherever use patterns allow maximization of parking area usage.
 - f. Availability of public transportation or private shuttle services that target the staff and/or users of the facility.
 - g. Availability of bicycle and pedestrian access to and from adjacent neighborhoods. This shall include bicycle parking available to staff or users of the facility.
 - h. Availability of ride sharing and carpooling incentives for employees and/or users of a facility.
 - i. Availability of parking in designated public parking lots or on-street parking.
 - j. Establishment of shared parking agreements between nearby venues that have a demonstrated parking surplus.
 - k. Any additional factors that may justify either an increase or decrease in the amount of parking to be provided.
 - l. A conceptual site plan shall be provided showing the location of parking spaces, ADA accessible parking spaces as required by the Americans with Disabilities Act, entrances, access for delivery trucks, access for emergency vehicles, and pedestrian walkways and paths. For minor developments with fewer than 20 parking spaces, and preliminary submittals, a hand-drawn conceptual plan may suffice. For projects providing more than 20 parking spaces or 5,000 square feet of parking area including aisles, a stamped drawing by a professional engineer, architect or landscape architect shall be provided prior to final approval.
2. Minimum Parking Requirements: There are no minimum parking requirements for commercial and industrial uses, however, it is the responsibility of the developer or applicant to demonstrate that adequate parking is provided for the proposed use of the site. Where available, public parking and on-street parking may be used to satisfy the parking needs for the proposed use in commercial, medical arts, and industrial zoning districts. Shared parking agreements with nearby venues that have a parking surplus are encouraged.

3. Maximum parking spaces permitted for various commercial and general assembly uses are as per the following table. The Zoning Administrator is enabled to allow additional parking spaces above the maximum with sufficient evidence demonstrating the need as part of the parking analysis. For uses that cannot be categorized with the use types in this table, the maximum parking allowed shall be determined by the Zoning Administrator after review of the parking analysis and plan.

Type of Use	Maximum Parking Standard
General retail and service uses.	1 space per 250 square feet of retail floor space.
Restaurants with eat-in dining.	1 space per 100 square feet or 1 space for every table, booth, or two barstools, whichever is greater.
Professional office uses that do not require significant client traffic, Industrial, manufacturing, or similar uses.	1 space per planned employee workstation, plus visitor parking that may be recommended by the parking analysis.
Medical, dental, or similar clinical examination facilities.	1.5 spaces per exam room plus 1 space per planned employee workstation, plus visitor parking that may be recommended by the parking analysis.
Hospitals.	1 space per patient or exam room plus 1 space per planned employee workstation, plus visitor parking that may be recommended by the parking analysis.
Assembly halls, theaters, stadiums, or similar uses.	1 space per every 3 seats or other spaces provided for attendees in the main assembly area.

4. Designated space shall be provided for the loading and unloading of trucks and commercial delivery vehicles.

E. Parking Lot Design and Construction Standards

1. Every area used for the parking of vehicles that is accessible to the public or visible from the public street, shall be surfaced with asphalt, concrete, concrete unit pavers, pervious paving materials or crushed rock. Crushed rock shall be considered to be impervious paving unless it is installed using methods that permit the free flow of water into the underlying soil mass by preventing compaction by normal vehicular traffic.
2. If large trucks, tractor trailer rigs, trash trucks, or similar large vehicles are expected to regularly access the site for deliveries, pickups, or other similar activities, reinforced paving capable of supporting the weight of those vehicles shall be provided along the typical truck delivery route.

3. Parking areas shall have appropriate bumper guards or curbs where needed to prevent accidental vehicular movement and to define parking spaces. The distinction between bumper guards or curbs shall be reliant on the parking surface, use, pedestrian paths, and spaces adjacent to the parking area. The Zoning Administrator is enabled to make this determination based on the parking lot area.
4. Any lights used to illuminate said parking areas shall be so arranged as to reflect the light away from adjoining premises in any residential district and designed in accordance with the site lighting provisions of this Article.

7.3. Site Landscaping and Buffer Yard Requirements:

A. Purpose

1. To provide for landscaping that protects the visual and environmental quality of the community while assuring safe driving conditions along Town streets and roadways. Guiding principles for landscaping include the following:
 - a. To encourage landscaping that will screen and mitigate views of utilitarian areas, secondary building facades and parking areas.
 - b. To encourage landscaping that enframes or highlights significant architectural features of buildings, such as entrances and architectural features.
 - c. To preserve line of site and improve safety for motorists, pedestrians, and cyclists using Town streets, roadways, sidewalks and trails.

B. General Site Landscaping and Maintenance:

1. All areas of a site that are not used for structures, accessory buildings, parking areas or other permanent improvements shall be landscaped with appropriate trees, shrubs, ground covers, mulch, or other long term top dressing to prevent erosion and to create an attractive environment. Trees that exceed the minimum number required for parking area landscaping are not subject to the minimum size standards found in Section 7.3.E above and may be of any type, size, or standard chosen by the site developer. The Town encourages the responsible use of landscaping, which is above and beyond these minimum requirements, to promote beauty, natural habitat and environment protection.
2. Landscape features required by this section (Section 7.3) shall be maintained for the life of the use on the property on which they are required. If plant materials are removed due to disease, death, storm damage, property maintenance, or for other reasons, appropriate replacement plant materials shall be installed to serve the intended landscape functions of this ordinance.

C. Parking Area Perimeter and Interior Landscape Requirements:

1. **Applicability:** All new or renovated commercial and multiple-family parking areas which exceed twelve (12) spaces, or 5,000 square feet of parking and driveway area shall be subject to the requirements of this section.

2. **Parking Area Perimeters Adjacent to a Right-of-Way:** A landscaped strip of at least eight (8) feet in width shall be provided on the portion of the site, which is located adjacent to either a public or private right-of-way. The landscaped strip shall be planted with deciduous or evergreen trees at the equivalent of one tree for every thirty feet (30') of street frontage as a minimum.
 - a. Trees may be grouped to enframe important sightlines or viewsheds, or to facilitate the location of utilities and driveway entrances.
 - b. Trees shall meet the standard of Section 7.3.D below.
 - c. In addition to the required trees, the landscape strip shall be landscaped with appropriate shrubs, ground covers, mulch, or other long term top dressing to prevent erosion and to create an attractive environment. Plant materials used in the landscape strip shall be located to preserve lines of sight for motorists and pedestrians using driveway entrances, streets, and sidewalks in the area.

3. **Parking Area Perimeters Adjacent to Other Parcels:** A landscaped strip of not less than eight (8) feet in width shall be provided along each adjoining parcel. Such landscaped strip shall be planted with at least one (1) deciduous tree for every thirty (30) lineal feet of strip. Trees shall meet the standard of Section 7.3.D below. Where two parking lots are adjacent and developed concurrently, the strip may be eight (8) feet wide total or four (4) feet wide from the property line for each lot.
 - a. The landscape strip between parking areas on adjacent parcels may be waived if a shared parking agreement is established and access is maintained between the two parcels.
 - b. Placement of trees and shrubs shall not obstruct sight triangles at driveway entrances and street corners. Required sight triangles are established in Article 7 Section ???.
 - c. Alternative landscaping proposals may be presented for consideration; however, this standard shall be used as a guide for the landscaping practices. All deciduous trees shall conform to the standard of this Article. At the owner's or developer's option, twenty-five (25) percent of the deciduous tree requirement may be replaced with evergreen trees. All trees shall be maintained in accordance with the provisions of this Article.

4. **Parking Area Interior Landscaping Requirements:** At least one planting island with a minimum nominal dimensions of nine (9) feet by eighteen (18) feet shall be provided for every twelve (12) parking or loading spaces proposed. Where the calculation of the planting island requirements result in a fraction of an island, the number of islands required shall be rounded to the next lowest number of islands unless the number is zero (0), in which case the number shall become one (1). Each island with a square footage of 350 square feet or more shall be planted with at least one (1) healthy, deciduous tree meeting the requirements of Section 7.3.D below.

- a. Site Flexibility: The owner shall have the option of providing lineal planting islands perpendicular to the parking spaces with a minimum width of five (5) feet in lieu of the nine (9) foot by eighteen (18) foot planting islands, when needed to preserve the integrity of the site. In the lineal islands, there shall be planted at least one (1) deciduous tree for every thirty (30) feet or fraction thereof. The applicant may aggregate some or all the landscaping islands to preserve existing trees located within such a parking area or area to become parking.
- b. Twenty-five (25) percent of the required trees in the planting islands may be substituted with an evergreen tree of at least six (6) feet in height. All shall comply with the provisions of Section 7.3.D below.
- c. Shrubs and ground cover shall be installed in each planting island to provide full coverage of the area and shall be placed to complement the tree landscaping.
- d. Landscaping material shall be located within the planting islands in a manner to protect the plants from automobile bumpers and allow for the mature size of the species.

D. Parking Area Tree Standards and Maintenance Requirements:

- 1. Each tree shall be a minimum of two and one-half (2-½) inches in caliper measured six (6) inches from the ground. All trees shall be maintained and guaranteed by the installer for a period of one year and shall be appropriately watered, pruned, and protected during the one-year period. All trees shall also be appropriately protected from traffic and vehicle bumper overhangs by curbing, stop blocks, or other acceptable means. Trees and landscape strips shall be appropriately maintained by mowing, weeding, mulching, trimming, pruning, etc. for the life of the property.

E. Buffer Yards and Screening

- 1. Purpose:
 - a. The purpose of buffer yards is to improve viewsheds and to reduce the noise between abutting and potentially incompatible uses. Buffer yards are intended to ease the transition between zone districts and are necessary to promote the general health, safety, and welfare of the community. Buffer yards achieve this end goal by;
 - 1.) Preventing visual pollution.
 - 2.) Preventing the overcrowding of land.
 - 3.) Preventing the undue congregation of people and vehicles.
 - 4.) Promoting the peaceful enjoyment of property within the Town of Wytheville.
- 2. Definitions: (This section will move to the definitions article.)

- a. Density: The number of dwelling units permitted per net acre of land.
- b. Development: (1) Any human-caused change to improved or unimproved real estate that requires a permit or approval from any Town, State, or Federal agency, including but not limited to the placing, construction, repair, or renovations to buildings or other structures; mining, dredging, filling, grading, paving, excavation, or drilling operations and storage of material. (2) The subdivision and severance of land.

- 1.) In the A-1 Agricultural district, the construction of fences, plowing, planting of crops, and grazing of animals shall not constitute “development” for the purposes of this section.
- 2.) Also, the construction of agricultural buildings or a single-family residence in the A-1 Agricultural district greater than 20 feet from the property line shall not constitute “development” for the purposes of this section.

- c. Intensity: The magnitude of activity affecting the development of densities, traffic flow, commercialism, tourism, and land use.

3. Buffer Yards Required:

- a. Protection of Less Intense Uses: A buffer yard shall be required with new development or the physical modification of property, to include change in uses, of any property when the said property under development or change is located in a zone district that abuts a different zoning district of lower intensity use. For example, if a new manufacturing facility or retail facility is proposed to be built adjacent to a residential zoning district, a buffer yard will be required.
- b. Protection of Existing Residential Uses in Commercial Zones: A buffer yard shall be required with the new development of any, commercial or industrial use of property when an existing residential use is present on an adjoining lot within a zoning district of similar or higher intensity use. The buffer yard in this case shall only be required on the side of the property adjacent to the adjoining residential use. For example, if a new manufacturing facility or retail facility is proposed to be built adjacent to a an existing dwelling located in the same zoning district or similar high intensity zoning district, a buffer yard will be required, but only along the common boundary with the property where the dwelling is located.
 - 1.) Existing Commercial, or Industrial Use: This requirement shall not be construed to mean that construction of a new residential use on an adjoining lot would trigger a requirement for an established business or industrial use to retrofit their site with a buffer yard, unless qualifying new development occurs at said existing business or industrial use as indicated in Section c.3.) below.

- c. When a public right-of-way separates the development of property of higher intensity, the following criteria shall apply, regardless of whether the zoning line is on one side or the other or the center of the public right-of-way:
 - 1.) If the right of way for an alley, street or highway is less than fifty (50) feet in width, a buffer yard with screening shall be provided for that portion of the higher intensity use abutting the right of way, alley, street, or highway.
 - 2.) If the right of way for an alley, street or highway is fifty (50) feet or more in width, no buffer yard or screening shall be required for the portion of the higher intensity use abutting the right of way, alley, street, or highway.
 - d. When a site plan is submitted to further develop an existing developed property or to accommodate a change in land use, buffer yard and screening requirements may only be applied to those portions of the property that abut properties of lesser intensity that are directly affected by the proposed improvements or change in land use, as determined by the Zoning Administrator.
4. Zoning District Intensities:
- a. For the purposes of this Article zone districts shall be ranked by level of intensity. Category 1 shall be the least intensive, and Category 7 shall be the most intensive. When a zoning district of greater intensity is rezoned or developed adjacent to a zoning district of lesser intensity, a buffer yard and screening shall be provided. The following chart indicates the type of buffer yard that shall be required between the various zoning districts.

Higher Intensity District (Where buffer is to be located.)	Lower Intensity District (Area to be protected by buffer yard.)						
	Category 1 R-1, R-1A, R-1M	Category 2 R-2, R-3	Category 3 A-1	Category 4 R-2 FH, R-4, RB-1, RB-2	Category 5 R-3 MH, MA-1, MR-1	Category 6 B-1, B-2, B-2 DT, DTB-1, DTB-2, DTB-3	Category 7 M-1, M-2
Category 2 R-2, R-3, R-2 FH	Basic	None	None	None	None	None	None
Category 3 A-1	Basic	Basic	None	None	None	None	None
Category 4 R-4, RB-1, RB-2	Basic	Basic	None	None	None	None	None
Category 5 R-3 MH, MA-1, MR-1	Full plus architectural screen	Basic	None	None	None	None	None
Category 6 B-1, B-2, B-2 DT, DTB-1, DTB-2, DTB-3	Full plus architectural screen	Full plus architectural screen	Basic	Basic	Basic	None	None
Category 7 M-1, M-2	Full plus architectural screen	Full plus architectural screen	Full	Full	Basic	Basic	None

5. Buffer Yard Specifications:

- a. **Basic Buffer Yard:** Basic buffer yards are intended for locations where minor incompatibilities may exist between uses. Basic buffer yards shall have the following characteristics:
 - 1.) A basic buffer yard shall be a minimum of twelve (12) feet wide and shall be continuous except as provided in Section 5. General Standards for Buffer Yards below.
 - 2.) The buffer yard shall contain vegetative screening that shall consist of at least one row of buffer yard trees spaced at 20'-0" on center maximum. Trees within the row may be staggered up to 5 feet within the buffer yard to provide variety.
- b. **Full Buffer Yard:** A full buffer yard is intended to screen high intensity land uses from surrounding lower intensity land uses when excessive noise or visual pollution is of moderate or lower concern.
 - 1.) A full buffer yard shall be a minimum of 20'-0" wide and shall be continuous except as provided in Section 5. *General Standards for Buffer Yards* below.

- 2.) The buffer yard shall contain vegetative screening that shall consist of at least two rows of specified trees spaced at least 5 feet apart. Trees in each row shall be spaced at 20'-0" on center maximum, staggered from the opposite row such that the effect is a staggered row of trees spaced a maximum of ten (10) feet apart.

- c. **Full Buffer Yard Plus Architectural Screen:** When the use to be separated by the buffer yard is so intense as to render the use of the vegetative screen ineffective, the architectural screen will provide additional visual and acoustic separation.
 - 1.) A full buffer yard shall be a minimum of 20'-0" wide and shall be continuous except as provided in Section 5. *General Standards for Buffer Yards* below.

 - 2.) The buffer yard shall contain vegetative screening that shall consist of at least two rows of specified trees spaced at least 5 feet apart. Trees in each row shall be spaced at 20'-0" on center maximum, staggered from the opposite row such that the effect is a staggered row of trees spaced a maximum of ten (10) feet apart when measured along the property line.

 - 3.) A full buffer yard plus architectural screen shall include an architectural screen fence of at least six (6) feet in height. Such architectural screen shall be an opaque fence of treated wood, vinyl, brick, or other decorative masonry and shall be constructed to provide an attractive and durable barrier. See Section ??? for general fencing and screening regulations.

 - 4.) Placement for Effective Screening: The architectural screen fence shall be placed within the buffer yard to maximize screening. Whenever the buffer yard is located on a sloping area, the architectural screen fence shall be located on the higher elevation side of the buffer yard. Whenever the buffer yard is located on a mostly level ground, the architectural screen fence shall be centered in the buffer yard with the two rows of trees placed on opposite sides of the architectural screen. Tree spacing shall meet the requirements of the full buffer yard as specified in Section "b." above.

6. General Standards for Buffer Yards:

- a. Tree and Shrub Selection: The trees shall be selected from the list of trees approved in Appendix A and shall consist of at least sixty percent (60%) evergreen, no more than twenty percent (20%) semi-evergreen and no more than twenty percent (20%) deciduous.
 - 1.) Trees shall be a minimum of five (5) feet tall at the time of planting and shall be healthy nursery stock.

 - 2.) The planting of these percentages of trees shall be evenly spaced.

- 3.) Tree and shrub species shall be of the types and sizes that will provide the required screening when considering site conditions such as topography and structure height.
 - 4.) The Zoning Administrator shall determine the appropriateness of selections and may require revisions to the plans submitted for review prior to approval.
 - 5.) Planting shall occur at an appropriate time of year to ensure healthy tree growth.
- b. Adequate Buffer: Buffer yards shall contain vegetative and architectural screening that achieves appropriate screening of the different intensity uses. Appropriate screening shall mean that within three years of planting an individual standing within fifty (50) feet of the buffer yard will not be able to see the ground plane and primary uses of the site.
 - c. Slope: The maximum slope of any buffer yard shall be 2H:1V. Additional width shall be added to any portion of any buffer yard which exceeds this slope to achieve a final slope of that does not exceed 2H:1V.
 - d. Location: The buffer yard shall be located entirely within the higher intensity zoning district and/or the land abutting the zoning district line, or adjacent right-of-way if such right-of-way separates the lot from the zoning district line. Exception: The buffer yard may be placed in the lower intensity zoning district or partially within both zoning districts if both sides of the zoning district line and entire buffer yard width are under common ownership. When the buffer yard is placed wholly or partially on the land of lower intensity, a permanent easement shall be provided over any portion of the buffer yard not within the higher intensity zoning district.
 - e. Entrances Allowed: Driveways and pedestrian entrances serving the site, from a street or other right-of-way, may cross the buffer yard.
 - f. Maintenance: Buffer yards shall be maintained in a natural condition free of structures, loading or storage areas, parking, roads, or driveways except as provided for entrances in Section d above.
 - g. Modifications: Buffer yards required by this section shall be applied equally to all similarly situated properties. A requested modification to the buffer requirements shall be submitted in writing and provide justification for the request. An approved modification to these standards may be granted in writing by the Zoning Administrator if the Zoning Administrator finds any of the following circumstances exist on the proposed building site, or surrounding properties:
 - 1.) Natural land characteristics such as topography or existing vegetation on the proposed building site would achieve the same intent of this section.

- 2.) Innovative architectural design or landscaping is employed on the building site to achieve an equivalent buffering and screening effect.
 - 3.) The required screening would be ineffective due to the proposed topography of the site, the topography of adjacent and surrounding sites, and/or the location of the improvements on the site.
 - 4.) Site conditions exist that would not permit the placement of screens, or in the case of vegetative screens would hinder their survival. If such conditions exist, the Zoning Administrator may require alternative screens be provided.
- h. Other Jurisdictions: When property lines abut an adjacent jurisdiction, the Administrator shall determine the specific screening and buffering requirements along that property line after consideration of the zoning designation and/or land use of the adjacent property. Requirements shall not exceed those that would be required for similarly situated/zoned property within the Town.
- i. Line of sight. When buffer yards abut a public right of way, the size and type of buffer yard shall accommodate safe line of sight distances around the required screening..
- j. Surety: Buffer yards and screening shall be continuous and in place at the time of occupancy. If screening is not complete due to the season or other considerations, a bond for the full value of the screening shall be obtained and kept in effect until the screening is complete.

F. Recommended Trees/Shrubs for Buffer Yard Plantings. (See Chart below.)

This Table needs to be updated and should be reviewed by the Tree Committee.			
Appendix A: Recommended Trees/Shrubs for Buffer Yard Plantings.			
Common Name	Species	Noteworthy Cultivars	Other Information
Evergreen Species (greater than or equal to 60%)			
Douglas Fir	Pseudotsuga menziesii		Prefers acidic or neutral soil that is well-drained, though it can also be found in its native habitat of rocky mountain slopes. It is sensitive to drought.

This Table needs to be updated and should be reviewed by the Tree Committee.

Appendix A: Recommended Trees/Shrubs for Buffer Yard Plantings.

Common Name	Species	Noteworthy Cultivars	Other Information
Eastern Red Cedar	Juniperus virginiana		A tree species with a number of different cultivars/varieties. In its native form, it is well suited for those poor, rocky sites with thin and/or dry soils. Eastern red cedar prefers a relatively higher pH and is a suitable choice around limestone outcroppings.
White Pine	Pinus strobus		To be located where maintenance is possible with suitable equipment and 25 feet away from structures, fences, etc. i.e., similar to WCC's location.
Concolor Fir	Abies concolor		Tolerates nearly any type of well-drained soil, including loam, sand, or acidic soil. However, clay may present a problem.
Norway Spruce	Picea abies		Grows in acidic, loamy, moist, sandy, well-drained and clay soils. It has some drought tolerance. Various fungal diseases are becoming more prevalent.
Deodar Cedar	Cedrus deodara		Less cold tolerant, only recommended for warmer microclimates. Grows in acidic, loamy, moist, sandy, well-drained and clay soils. It prefers moist soil but has good drought tolerance.
Atlas Cedar	Cedrus atlantica	'Glauca'	A bold, pyramidal form with sparkling silvery blue foliage. A spectacular specimen for large landscape areas. Drought tolerant, when established.
False Cypress	Chamaecyparis pisifera		Extremely adaptable, but prefers moist, loamy, well-drained, lime-free soils.
Leyland Cypress	x Cupressocyparis leylandii		Noted for rapid growth & slender shape. It grows well in a wide variety of soil and climate conditions and makes an excellent wind break. Susceptible to wind damage and dieback when mature.

This Table needs to be updated and should be reviewed by the Tree Committee.

Appendix A: Recommended Trees/Shrubs for Buffer Yard Plantings.

Common Name	Species	Noteworthy Cultivars	Other Information
English Yew	Taxus baccata		Most parts of the plant are poisonous, with toxins that can be absorbed through inhalation and through the skin.
Hicks Yew	Taxus x media	'Hicksii'	An excellent evergreen shrub for tall hedges and privacy screens. Most parts of the plant are poisonous.
Northern White Cedar	Thuja occidentalis		As a native tree can reach up to 60 feet. Often called American Arborvitae. Adaptable to most soil types and is somewhat shade tolerant. Grows well in wetter to average soil moisture conditions.
Eastern Arborvitae	Thuja occidentalis	'Techny'	Has dense foliage. Medium to tall hedges or screens.
Eastern Arborvitae	Thuja occidentalis	'Nigra'	Good for tall hedges. Not recommended for dry locations.
Eastern Arborvitae	Thuja occidentalis	'Emerald-Green' or 'Smaragd'	Smaller form with dense foliage. Slower growing but will provide a dense hedge with closer plantings.
Giant Arborvitae	Thuja plicata x	'Green Giant'	A large fast growing and disease resistant evergreen screen. Moderate drought tolerance.
Rocky Mountain Juniper	Juniperus scopulorum	'Wichita Blue'	Prefers good drainage. Beautiful blue foliage. Mature height up to 15 feet.
American Holly	Ilex opaca		Pyramidal evergreen that bears dark green, non-glossy, spine-tipped leaves. Moist, well-drained, acidic soils. Prefers sandy, sandy loam, medium loam. Not good in clay.
Smooth Cypress (Arizona)	Hesperocyparis arizonica, AKA Cupressus arizonica	var. 'glabra'	Arizona cypress is drought-tolerant, fast-growing, and relatively short-lived (30-50 years). It is very widely used as an ornamental and for windbreaks in its native range.

This Table needs to be updated and should be reviewed by the Tree Committee.

Appendix A: Recommended Trees/Shrubs for Buffer Yard Plantings.

Common Name	Species	Noteworthy Cultivars	Other Information
Nellie R Stevens Holly	Ilex	'Nellie R Stevens'	Vigorous growing with a broad pyramidal tree-like form, dense branching, and lustrous, dark green, leathery foliage. An excellent hedge, screen, or specimen.
Foster #2 Holly	Ilex x attenuata	'Fosteri'	Not very cold or wind tolerant. These require some type of shelter from cold and wind. Recommended to be planted where not in western exposure.
Semi-Evergreen Species (no more than 20%)			
Pin Oak	Quercus palustris		Pin Oak is native and is faster growing. It has a graceful slender appearance. Tolerates wet feet and requires acidic soils but is adaptable to drier conditions.
Dawn Redwood	Metasequoia glyptostroboides		Deciduous conifer; ideal for wet planting conditions.
Bald Cypress	Taxodium distichum		Deciduous conifer; ideal for wet or dry planting conditions.
European Beech	Fagus sylvatica		Dense foliage is retained on branches during part or all of the winter. The cultivar 'Purpurea' has purple foliage.
American Beech	Fagus grandifolia		Dense foliage is retained on branches during part or all of the winter.
Deciduous Species (no more than 20%)			
Flowering Dogwood	Cornus florida		Select disease resistant varieties.
Kousa Dogwood	Cornus kousa		Some varieties have winter (bare) architecture as attractive as Flowering Dogwood; Kousa has red crabapple-like berries and starts flowering at about the time Flowering Dogwood ceases flowering.

This Table needs to be updated and should be reviewed by the Tree Committee.

Appendix A: Recommended Trees/Shrubs for Buffer Yard Plantings.

Common Name	Species	Noteworthy Cultivars	Other Information
Pagoda Dogwood	Cornus alternifolia		Should be planted near the edges of the buffer yards to appreciate its pagoda-like form.
Redbud	Cercis canadensis		A suitable candidate for rocky outcrop buffer yards, especially when paired with Eastern Red Cedar. See above.
Downey Serviceberry	Amelanchier arborea		Grows well in acidic, moist and well-drained soils.
Shadblow Serviceberry	Amelanchier canadensis		It is a shrubby tree that can be left alone to grow into a suckering shrub or pruned to a multi or single-stemmed tree.
Flowering Crabapple	Malus species		Beautiful flowering tree but susceptible to leaf damage by insects and disease.
Silverbell	Halesia caroliniana		
Carolina Silverbell	Halesia tetraptera		
Shrubs (less than 10%)			
Osmanthus	Osmanthus heterophyllus		
Viburnum	Viburnum rhytidiophyllum	Leatherleaf	
Carolina Cherry Laurel	Prunus laurocerasus	'Schipkaensis'	Grows to 4-5 feet. Good mix for foreground planting with taller trees in background.

G. Deviations from the Required Parking Landscape Plans:

1. Minor deviations from the provisions of this section may be permitted by the Zoning Administrator if the proposed landscaping provides island and strip planting area equal to or greater than that required herein. Any development or redevelopment of any site shall incorporate the applicable landscaping improvements identified in the original plan and shall incorporate the requirements of this section in the new or revised plan.

- 2. Redevelopment shall be defined as any construction work which removes and replaces the paving and curb and gutter for an area greater than 5,000 square feet. It shall not be construed to mean patching, overlay parking, sealing, or marking the pavement for parking lots.

5-D



Southwest VA Regional HOUSING SUMMIT

Section 5, Item D.

APRIL 26, 2023
Wytheville Meeting Center

***Building a Brighter
Southwest Virginia***

Summary

To address Southwest Virginia's current and future housing needs, our communities will host a regional housing summit on April 26, 2023. We invite housing developers, builders, investors, bankers, local leaders, and property owners to the table to network and explore available opportunities. The intent is to focus on sites and existing buildings to realize housing solutions in Southwest Virginia's favorable business climate.

Localities invited to participate include Bland County, Carroll County, Grayson County, City of Galax, Pulaski County, Smyth County, Wythe County, and the towns therein.

Event landing page: <https://www.madewythepride.org/southwest-va-housing-summit>

Agenda

The day session is scheduled from 9am to 4pm followed by a reception at Seven Sisters Brewery from 4:30 to 6:30pm. We plan for doors and registration to open at 8:30am. Lunch and a beverage station will be provided.

Speakers include:

Virginia Housing – Susan Dewey, CEO

S. Patz & Associates, Inc. – Ariel Goldring: Presents regional housing study.

Regional Company Panel – Discussion of current and future employee housing needs

VA Department of Housing and Community Development – TBD

Locality Presentations

We anticipate breaking up the locality presentations with speakers throughout the day. Depending on the number of localities that wish to present, we're planning for 10 or 15 minutes per presentation. Agenda order and times will be finalized once we have confirmed locality presentations.

Preparation

Website Materials: Locality housing studies have been posted on the event landing page for review prior to the event. We would also like to post any locality materials with property and incentive information.

Presentations: Depending on locality participation, each locality will be given 10 or 15 minutes per presentation. We ask that presentations be visual with PowerPoints, pictures, and video. AV equipment will be available, and we ask that presentation media be provided prior to the event so we can organize it and ensure smooth transitions. Use this time to highlight sites and buildings that are or could be available and have potential for development, any local incentives that are or will be available, and any

other programs or information that could be helpful for housing development activities. The Southern Virginia Housing Summit held in 2022 has several examples of presentations that can be seen [here](#).

Booth Space: Each locality is offered booth space for their staff to showcase opportunities for housing development in their community. Please prepare handouts with property data, incentives, and other key information about what makes your community unique and ready for development. An example sites and buildings portfolio can be found [here](#). Please have booths staffed when the doors open at 8:30am and during breaks to visit with event attendees and share information. During presentations we ask that conversations take place in the hallway to avoid disruption. One table and two chairs will be provided for each booth. If you need additional tables or chairs, or request electricity, please contact [John Matthews](#).

Marketing & Outreach: Please share the event with your local elected officials and any community leaders. If you have any contacts you would like added to the event distribution list, please email those to [John Matthews](#). Target contacts include housing developers, builders, investors, lenders, related partner organizations, and property owners. State and federal officials will be receiving invitations from event planners. The event will also be marketed regionally through a variety of media outlets.

Property Owners: As a team, we will be working on a campaign to reach property owners who have an interest in learning more about the many opportunities that exist within the housing development space. We hope to connect with them to help market their properties at the summit and to share available resources on an ongoing basis. We ask that localities and partners also work to identify and contact property owners and real estate agents to develop property lists for presentations and handouts. Recently completed housing studies are a great resource for developable sites and buildings, but please remember to request permission from property owners before including properties in your materials.

Community and property tours: We will rely on localities to follow up with event attendees to schedule community and property tours before and after the event.

Sponsorship

Sponsorship opportunities are available to assist with the production of the event. Sponsor levels are outlined on the event landing page. There is no financial ask from localities, but they are welcome to contribute. Requests for sponsorship are included in event communications, and there is an ongoing campaign of targeted sponsor outreach. The list of potential sponsors continues to grow, and event organizers are happy to reach out to any suggested contacts.

Post-Event

Following the event, we would like to continue posting materials and presentations on the website and collecting any contact information to maintain engagement with regional updates and success stories.

We will continue to update this planning document as needed. Please share any thoughts or questions with:

- [John Matthews](#) – Joint IDA of Wythe County
- [Nichole Hair](#) – Mount Rogers Regional Partnership
- [Jimmy Moss](#) – Mount Rogers PDC
- [Alison Pollard](#) – Wytheville-Wythe-Bland Chamber of Commerce

COUNCIL ACTION LETTER

Staff Assignments and Information

March 13, 2023

Number 564

ACTIONS TAKEN OR DISCUSSED

STAFF ASSIGNMENTS

1. Approved the meeting agenda with amendments.
2. Approved the consent agenda consisting of the minutes of the regular meeting of February 27, 2023.
3. Conducted a public hearing to consider the request of Ms. Angela Rose for a Special Exception Permit to use property at 500 Tazewell Street, which is located on the north corner of Tazewell and East Pine Streets (Tax Parcel #41A-1-8-13), as a hair and nail salon, in an R-2 Residential Zoning District.
4. Conducted a public hearing to consider the request of Mr. Matthew J. Clarke to rezone approximately 36.6 acres of property on Asbury Lane (Tax Map Parcel #25-70A), which is located on the north side of Holston Road, between Van Mar Drive and Cove Road, from MA-1 Medical Arts to R-1 Residential.
5. Approved the issuance of a Special Exception Permit to use property at 500 Tazewell Street, which is located on the north corner of Tazewell and East Pine Streets (Tax Parcel #41A-1-8-13), as a hair and nail salon, in an R-2 Residential Zoning District.
6. Adopted Ordinance No. 1419, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, to rezone property owned by BW Real Estate Holdings, LLC, located on Asbury Lane (Tax Map #25-70A), which is located on the north side of Holston Road, between Van Mar Drive and Cove Road, from MA-1 Medical Arts to R-1 Residential, on first and final reading.
7. Adopted a resolution supporting the Smyth-Wythe Airport Commission applying for a US House of Representatives Community Project Funding Appropriations Grant.

5. **Town Clerk** – forward permit to applicant
6. **Director of Planning** – amend Zoning Map
7. **Town Manager** – forward resolution to Smyth-Wythe Airport Commission

8. Tabled action on considering an appointment to the Wytheville Planning Commission to fill the expired term of Mr. Bradley Tate (term expired March 2, 2023).
 9. Appointed Mr. James Cohen to the Wytheville Recreation Commission for a three-year term (expires December 31, 2025).
 10. Adopted a resolution supporting and approving the Wytheville Police Department entering into a Mutual Aid Agreement with the Town of Rural Retreat and the County of Wythe.
 11. Set a public hearing for the April 10, 2023, Town Council meeting to consider Ordinance No. 1420, an ordinance repealing and replacing Chapter 12. Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 1. Generally, Division 2. Removal of Weeds, Etc., and Division 3. Unsanitary Accumulation of Refuse, Etc. of the Town Code.
 12. Approved the flyers advertising for donations to the Town.
 13. Approved Town staff implementing salary increases due to the Salary Compensation Study.
 14. Held a Closed Meeting according to § 2.2-3711 (A.) (7.) to consult with legal counsel about possible litigation regarding a surety bond and certified the Closed Meeting.
8. **Town Clerk** – place on next Town Council meeting agenda
 9. **Town Clerk** – advise by letter
 10. **Police Chief** – implement Mutual Aid Agreement
 11. **Chief Deputy Clerk** – send notice to news media
 13. **Town Manager** – proceed with salary increases

COUNCIL ACTION LETTER

Staff Assignments and Information

March 27, 2023 Number 565

ACTIONS TAKEN OR DISCUSSED

STAFF ASSIGNMENTS

- 1. Approved the meeting agenda, as amended.
- 2. Approved the consent agenda consisting of the minutes of the work session and the regular meeting of March 13, 2023, and the request of the Wytheville-Wythe-Bland Chamber of Commerce to close Tazewell Street, between Monroe and Main Streets, and to use a portion of the sidewalk on Main Street on Friday, May 5, 2023, from 3:00 p.m. to 8:00 p.m. to conduct a Community Connections Day event.
- 3. Approved waiving the fees for the Legal Aid Society to use the Wytheville Community Center parking lot and small meeting room to conduct a "Law Day" event and to move the amount of the fees from the Town Council budget to the Public Information/Tourism budget.
- 4. Approved renewing the Town employee health insurance with The Local Choice, and to continue the same plan offerings and to freeze the current insurance premium being paid by employees and for the Town to pay the remainder of the blended rate insurance premiums for employee only insurance plans.
- 5. Approved setting the April 10, 2023, Work Session time for 3:30 p.m.
- 6. Appointed Mr. Keith Jones to the Wytheville Planning Commission for a four year term, which expires March 2, 2027.
- 7. Approved Ordinance No. 1420, an ordinance repealing and replacing Chapter 12. Solid Waste Collection and Disposal, Article VI. Condition of Premises, Division 1. Generally, Division 2. Removal of Weeds, Etc., and Division 3. Unsanitary Accumulations of Refuse, Etc. of the Code of the Town of Wytheville, Virginia, on first, but not final, reading.

- 2. **Assistant Town Manager** – advise Chamber of Commerce
- 3. **Director of Public Information/ Tourism** – advise Legal Aid Society
Town Treasurer - move funds
- 4. **Director of Human Resources** – advise The Local Choice
- 6. **Town Clerk** – advise applicant of appointment
- 7. **Town Clerk** – place on next meeting agenda

- 8. Approved Town staff applying for a “Kubota Hometown Proud” Grant for improvements to the T-ball field and approved the Town providing a \$50,000 match if the grant is awarded to the Town.

- 9. Regarding the community garden plots in the 400 block of Cove Road (near the “Balloon Water Tank”), it was the consensus of the Town Council to continue with the current regulations, which include waiving the fee for the first plot and allowing one additional garden plot to be requested for a fee of \$10, with a limit of two plots per gardener.

- 8. **Director of Parks and Recreation** – apply for grant

- 9. **Director of Public Information/ Tourism** – continue with current community garden plot regulations