



AGENDA

WYTHEVILLE PLANNING COMMISSION MEETING

THURSDAY, JANUARY 09, 2025 AT 6:00 PM
COUNCIL CHAMBERS - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. **CALL TO ORDER - CHAIRMAN BRAD M. LITTON**
2. **ESTABLISHMENT OF QUORUM - CHAIRMAN BRAD M. LITTON**
3. **APPROVAL OF AGENDA (requires motion and roll call vote)**
4. **CONSENT AGENDA - CHAIRMAN BRAD M. LITTON**
 - A. Minutes of the regular meeting of November 14, 2024 **(requires motion and vote)**
5. **ELECTION OF OFFICERS**
 - A. Chairperson **(requires motion and roll call vote)**
 - B. Vice-Chairperson **(requires motion and roll call vote)**
6. **CITIZENS' PERIOD**
7. **OTHER BUSINESS**
 - A. Review of the Wytheville Planning Commission Rules of Procedure by Assistant Town Manager Elaine Holeton
 - B. Presentation by Planning Director John Woods regarding the existing B-2DT compared to the DTB-1, 2 and 3 Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance
 - C. Presentation by Planning Director John Woods regarding the proposed modifications to the existing Residential Zoning Districts as part of the proposed Unified Development Ordinance (UDO)
 - D. Presentation by Planning Director John Woods regarding the A-1 Agricultural Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance
 - E. Presentation by Planning Director John Woods regarding the R-1 Residential Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance

- [F.](#) Presentation by Planning Director John Woods regarding the RH and R-1M Residential Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance
- [G.](#) Presentation by Planning Director John Woods regarding the R-2 Residential Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance
- [H.](#) Presentation by Planning Director John Woods regarding the R-3 Residential Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance
- [I.](#) Presentation by Planning Director John Woods regarding the RMH and R-3 MH Residential Development Standards: The Unified Development Ordinance (UDO) versus the current Zoning Ordinance
- [J.](#) Roundtable discussion regarding future Wytheville Planning Commission agendas

8. ADJOURNMENT

- [A.](#) Additional Attachments - November and December 2024 Council Actions

4-A



MINUTES

WYTHEVILLE PLANNING COMMISSION MEETING

THURSDAY, NOVEMBER 14, 2024 AT 6:00 PM
COUNCIL CHAMBERS - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. **UNAPPROVED MINUTES**

RE: ATTENDANCE

MEMBERS PRESENT:

Vice-Chairwoman Lisa Anderson, Vice-Mayor Cathy Pattison, Commissioner John Jones, Jr., Commissioner Keith Jones, Commissioner David Schmidt, Commissioner George Wittwer

MEMBERS ABSENT:

Chairman Brad Litton

OTHERS PRESENT:

Assistant Town Manager Elaine Holeyton, Chief Deputy Clerk Brandi Jones, Planning Director John Woods, Director of Information Technology Ron Jude, Denise Clay

RE: CALL TO ORDER

In the absence of Chairman Litton, Vice-Chairwoman Anderson called the meeting to order.

2. **RE: ESTABLISHMENT OF QUORUM**

Vice-Chairwoman Anderson established that a quorum of Planning Commission members was present.

3. **RE: APPROVAL OF AGENDA**

Vice-Chairwoman Anderson advised that the next agenda item is the Approval of Agenda. She inquired if there was a motion to approve the agenda as presented.

Motion made by Commissioner Wittwer, Seconded by Commissioner J. Jones, Jr. Vice-Chairwoman Anderson inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results, by roll call vote: Voting Yea: Commissioner Wittwer, Commissioner Jones, Vice-Mayor Pattison, Vice-Chairwoman Anderson, Commissioner Jones, Jr., Commissioner Schmidt.

4. **RE: CONSENT AGENDA**

A. RE: MINUTES OF THE REGULAR MEETING OF OCTOBER 10, 2024

Vice-Chairwoman Anderson presented the consent agenda consisting of the minutes of the regular meeting of October 10, 2024. She inquired if there was a motion to approve the minutes of the regular meeting of October 10, 2024.

Motion made by Commissioner Wittwer, Seconded by Commissioner Jones. Vice-Chairwoman Anderson inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results, by roll call vote: Voting Yea: Commissioner Wittwer, Commissioner Jones, Vice-Mayor Pattison, Vice-Chairwoman Anderson, Commissioner Jones, Jr., Commissioner Schmidt.

5. RE: CITIZENS' PERIOD

Vice-Chairwoman Anderson advised that the next agenda item is Citizens' Period. She stated that she would now open Citizens' Period for anyone who wished to address the Planning Commission regarding an item not listed on the agenda. Since no one wished to address the Planning Commission during Citizens' Period, Vice-Chairwoman Anderson proceeded with the agenda.

6. RE: OTHER BUSINESS

A. RE: UNIFIED DEVELOPMENT ORDINANCE (UDO) - LIST OF DISCUSSION TOPICS REGARDING AREAS OF CONCERN - PRESENTATION BY PLANNING DIRECTOR JOHN WOODS

Vice-Chairwoman Anderson advised that the next agenda item is a presentation by Planning Director John Woods of a list of discussion topics regarding areas of concern about the proposed Unified Development Ordinance (UDO). Planning Director Woods stated that since the October meeting, Town staff had invited the Planning Commissioners to come into the office to discuss questions, concerns or additional information that each of the members would like regarding the proposed UDO. He advised that Town staff had several members of the Planning Commission who indicated that they did not have any questions or concerns and opted not to come into the office. Planning Director Woods explained that there were several members who came into the office to discuss his/her concerns, one member who opted to send in a list of the concerns and one member who did not respond to the invitation to discuss the concerns regarding the proposed UDO. He advised that at the October Planning Commission meeting, Chairman Litton directed Town staff to compile a list of all the topics of concern that have been raised from the discussions held during the focus group sessions and from the written surveys and to take some time during the November Planning Commission meeting and in future Planning Commission meetings to discuss these concerns to ensure that everyone has the chance to understand why the Planning Commission is doing what it is doing in regard to the proposed UDO. Planning Director Woods stated that the list of discussion topics was included in the Planning Commission package. He explained that he has categorized the topics to make them easier to discuss. Planning Director Woods noted that Town staff will address one or more of the general topics in a future Planning Commission meeting with the Commission. He stated that it is staff's

plan to address each topic with the first topic of discussion being the creation of the proposed regulation language for nine (9) new zoning districts, which proceeds to the next agenda item. A copy of the discussion topics is attached and made part of the minutes.

B. RE: UNIFIED DEVELOPMENT ORDINANCE (UDO) - REVIEW AND DISCUSSION OF NEW ZONING DISTRICTS

Vice-Chairwoman Anderson advised that the next agenda item is a review and discussion by the Planning Commission regarding the new Zoning Districts that are included in the proposed Unified Development Ordinance (UDO). Planning Director Woods stated that the Planning Commission packages include the PowerPoint presentation that he will be reviewing at the meeting. He explained that there was one new slide included following the completion of the package, however, the presentation has all the information that the Commission will need to follow along at this meeting. Planning Director Woods stated that the new UDO proposes nine (9) new zoning districts. He remarked that he would review each of the nine (9) proposed zoning districts and try to remind everyone why each particular path was chosen for each zoning district and what problems are trying to be addressed with the proposed zoning districts. Planning Director Woods advised that he would group the first three proposed zoning districts together, since they are related, and those are the DTB-1 - Downtown Core Business District; DTB-2 - Downtown Evansham Business District; and, the DTB-3 - Downtown Transitional Business District. He continued to review the residential use standards, development standards for the DTB-1 - Downtown Core Business District with the Planning Commission.

Assistant Town Manager Holeton inquired of Planning Director Woods regarding the current Zoning Ordinance and the downtown business zoning district. She inquired of Planning Director Woods as to what the current Zoning Ordinance would allow if a developer wanted to buy the section of the Wytheville Office Supply building and demolish that section to rebuild something in the core of downtown Main Street with the current setback regulations in the Town's current Zoning Ordinance. Assistant Town Manager Holeton explained that during Planning Director's Woods' review for the DTB-1- Downtown Core Business District, what he is trying to state is that the problem that the proposed UDO is trying to solve is to maintain the character of Wytheville's downtown including the historic feel of the buildings being close to the street and there not being yard setbacks on the sides. She commented that at this meeting and at future meetings, when the proposed UDO is being reviewed, Town staff wants to try to explain that the proposed new zoning districts that are included in the proposed UDO are there to try to solve potential problems that this community could find itself in because the existing Zoning Ordinance is not written to solve problems or do what the Town wants it to do. Assistant Town Manager Holeton reiterated that she wanted the Planning Commission to understand that all the proposed new zoning districts that have been placed in the proposed UDO are intended to solve a problem, therefore, Town staff has identified those problem areas which is how the proposed UDO was written. Assistant Town Manager Holeton inquired of each of the Planning Commissioners, individually, and asked if they understood the concept that Town staff was proposing for the DTB-1 - Downtown

Core Business District. Commissioners Schmidt and John Jones, Jr., advised that they understood the concept. Vice-Chairwoman Anderson and Vice-Mayor Pattison advised that they understood the concept. Commissioner Keith Jones commented that the existing Zoning Ordinance is out of date and archaic.

Commissioner Wittwer inquired of Town staff if the proposal would change the zoning of the town. Planning Director Woods explained that Wytheville currently has one zoning district that covers all of downtown, basically from 11th Street to the new Food City on 12th Street. He remarked that the new Food City store is a by-right use and could be built anywhere within the area of 11th to 12th Streets. Planning Director Woods stated that in years past, he has referred to an image of the Rite Aid Pharmacy on the corner of First and Main Streets. He commented that in the town where he lived in New Jersey, there were four pharmacies including a Rite Aid, Eckerd, Walgreens and CVS who built downtown drug stores and leveled entire blocks to build the stores. Planning Director Woods explained that four blocks of that town's downtown were torn down to build drug stores similar to Wytheville's Rite Aid. He remarked that Wytheville's Rite Aid was built on a greenfield site in an area where it had been a pattern of development, and it looked aesthetically correct, however, Town staff does not think that the Planning Commission would want that to happen on the corner of First and Main Streets. Commissioner Wittwer inquired of Planning Director Woods as to what would happen if someone applied to build something of that description at the corner of First and Main Streets. Planning Director Woods advised that if someone submitted an application, today, to build a drug store at the described location, then Town staff would have no authority to do anything other than to approve it. He explained that if the proposed UDO were to be adopted, the land use for the zoning district would still be the same, however, the setback requirements would be different so that it causes the building to be built in a way that is compatible with the surroundings. Director Woods noted that parking would be required to be located at the back of the building or in another location. Commissioner Wittwer inquired of Director Woods if the UDO were to be approved, would that area of town be DTB-1, DTB-2 or DTB-3. Director Woods advised that DTB-1 is, currently, being discussed. Assistant Town Manager Holeyton commented that it would not be automatically rezoned. She commented that, at this time, the language is being included in the ordinance so that the Planning Commission can set the stage to go through and do some potential rezones so that the land area itself would then be assigned. Discussion ensued regarding creating the language in the UDO to have menu options, rezonings, etc. Commissioner Jones inquired of Town staff regarding the current Zoning Ordinance not allowing residential use in the downtown area, and, if the residential uses that are located in the downtown area were allowed by a Special Exception Permit or was the ordinance ignored. Planning Director Woods commented that it would not surprise him if there were some residential uses, and the ordinance was ignored. He remarked, however, if it was an existing use in whatever year the B2-DT Zoning District was established, then the residences become lawful, non-conforming uses, however, if ever abandoned for more than two years, they cannot be reactivated. Discussion was held regarding a mixed use being non-conforming, why it was never updated in the current Zoning Ordinance and if a structure were to burn down, could the owner rebuild. It was noted that the way the current Zoning Ordinance is written, the owner would not be allowed to rebuild.

Discussion ensued regarding why the owners of The Log House Restaurant were allowed to rebuild, if the original Zoning Ordinance does not allow it. Planning Director Woods advised that enough of the structure survived for it to be rebuilt.

Planning Director Woods reviewed the DTB-2 Zoning District, which is known as the Evansham area of town, with the Commissioners. He explained that this is the oldest core in the town and noted that some structures are built right up to the right-of-way line, are two stories tall, etc. Planning Director Woods continued to discuss this area as a quaint part of town that is known for its shops, eateries, etc. that people remember for its character of what is essentially an old colonial era community in this neighborhood. Assistant Town Manager Holeton advised that, currently, by-right, these structures could be leveled and apartment buildings such as Birchwood Apartments, could be built in this area. Planning Director Woods explained that the proposed UDO is trying to preserve the current feel of the historic area. He noted that the potential focus area for this district would be located near The Log House, the block to the south and along 7th Street, where most of the structures have a kind of tight relationship to the street but separate individual buildings. He discussed another area of town that fits this same pattern and could be included in this zoning district, if the Planning Commission so desires to rezone in the future.

Planning Director Woods reviewed the DTB-3 Downtown Transitional Areas with the Planning Commission. He reviewed the existing building character which includes offices, lodging facilities and homes that are intermixed buildings that are one or two stories tall, residential and business structures, etc. Planning Director Woods reviewed the Residential Use Standards which include duplexes, triplexes and larger multi-unit structures that are permitted, the minimum front setback for residential uses and setbacks that must match the R-3 Standards.

Planning Director Woods discussed and reviewed the RA Residential Artisan District with the Commission. He advised that industrial uses are allowed next to residential uses, existing industrial uses have created intense conflict with neighboring residences, screening or buffer yards are usually not required and rezoning to Residential Use would only be a downzone and would potentially create a taking. Planning Director Woods discussed and gave some examples of industries that are located next to residential uses, the conflicts that they have caused and what kind of uses would be allowed in the RA Residential Artisan District.

Planning Director Woods reviewed the RB-1 Residential Business District and stated that most structures in these areas were constructed as single-family dwellings. He advised that professional offices, neighborhood retail, hair salons, etc. are common today in these areas through existing business zoning or with a Special Exception Permit. Planning Director Woods reviewed the Development Standards for RB-1 and RB-2 Residential Business Districts. A discussion was held regarding the difference between these two zoning districts which include differences in lot sizes, setbacks and a few business uses.

Planning Director Woods presented information regarding the BMX Business Mixed-Use Zoning District. He stated that the new residential development standards will

provide for densities appropriate for a BMX Zoning District, and he noted that this new district will preserve critical commercial lands near the interstate exits for commercial development. Discussion was held regarding how properties in the BMX Zoning District can be developed.

Planning Director Woods presented the BTS Business Travel Services Zoning District. He stated that the problem that staff is trying to address with this zoning district is the transition of the older hotels and restaurants that are in town. Planning Director Woods advised that this new district would preserve critical commercial lands near the interstate exits for commercial development and that the intent is to restrict residential uses in these areas to preserve the most valuable commercial properties.

Planning Director Woods reviewed the proposed R-4 Residential High Density Zoning District. He stated that this proposed R-4 Zoning District was created to expand housing options. Planning Director Woods advised that the Development Standards will facilitate innovative high density residential neighborhoods, which have been shown to require less infrastructure investments, and high-density neighborhoods have also been shown to reduce dependency when located near commercial centers.

Discussion was held regarding the proposed zoning districts that were presented at this meeting. Planning Director Woods stated that he would like the Commissioners to consider the controversial issues that have been presented in the past and for any of the members to contact him with any questions or concerns about the UDO or the zoning districts.

C. RE: DISPENSING WITH DECEMBER MEETING

Vice-Chairwoman Anderson advised that the next agenda item is consideration by the Wytheville Planning Commission to dispense with the Thursday, December 12, 2024, meeting. She explained that if the Commission will recall, at the last meeting, the Planning Commission postponed acting on this matter. Vice-Chairwoman Anderson stated that it has been customary in the past to dispense with the December meeting due to the Christmas holidays. She explained that if the Planning Commission desires to dispense with the meeting, the first regular meeting of the new year will be held on Thursday, January 9, 2025. Vice-Chairwoman Anderson inquired if there was a motion to dispense with the Thursday, December 12, 2024, Planning Commission meeting.

Motion made by Commissioner Jones, Jr., Seconded by Commissioner Jones. Vice-Chairwoman Anderson inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: Voting Yea: Vice-Chairwoman Anderson, Vice-Mayor Pattison, Commissioner Jones, Jr., Commissioner Jones, Commissioner Schmidt, Commissioner Wittwer.

7. RE: ADJOURNMENT

There being no further business to be discussed, Vice-Chairwoman Anderson adjourned the meeting. (7:46 p.m.)

Lisa K. Anderson, Vice-Chairwoman

Brandi N. Jones, Chief Deputy Clerk

5-A

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	Election of Officers - Chairperson

SUMMARY:

It will be necessary for the Planning Commission to elect a Chairperson for the year 2025. Nominations could be taken at this time. Customarily, the Vice-President is elected as the Chairperson. If this practice continues, it will be Ms. Lisa Anderson’s turn to serve as the Chairperson.

Recommended Action

A motion and roll call vote of the Planning Commission is required.

5-B

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	Election of Officers – Vice-Chairperson

SUMMARY:

It will now be necessary for the Planning Commission to elect a Vice-Chairperson for 2025. Nominations could be taken, or, by custom, it will be Mr. David Schmidt’s turn to serve as Vice-Chairperson.

Recommended Action

A motion and roll call vote of the Planning Commission is required.

Upon election of the new Vice-Chairperson, it has been customary for the Chairperson to pass the gavel to the newly elected Chairperson who will preside over the remainder of the meeting.

7-A

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	Proposed Amendments to the Wytheville Planning Commission Rules of Procedure

SUMMARY:

There were new laws that went into effect on July 1, 2024, that make it necessary for the Wytheville Planning Commission to change its existing Rules of Procedure. Please find attached a copy of the current Wytheville Planning Commission Rules of Procedure with the changes highlighted in yellow. The verbiage mirrors the State Code. Assistant Town Manager Holeton will review the proposed changes with the Planning Commission, as well as discuss any other amendments to the document that the Commissioners would like to proceed with before taking action at the February 13, 2025, meeting.

Recommended Action

No action required at this meeting.

TOWN OF WYTHEVILLE PLANNING COMMISSION RULES OF PROCEDURE

Be it resolved that the Planning Commission does hereby accept and adopt these Rules of Procedure in order to facilitate its powers and duties in accordance with provisions of Title 15.2, Code of Virginia of 1950, as amended.

INTRODUCTION

These Rules of Procedure were designed and adopted for the benefit and convenience of the Planning Commission. Their purpose is to help the Commission conduct its affairs in a timely and efficient manner. They incorporate the general principles of parliamentary procedure found in *Robert's Rules of Order Newly Revised* and applicable Virginia laws. The Rules of Procedure do not create substantive rights for third parties or participants in proceedings before the Commission. Further, the Commission reserves the right to suspend or amend the Rules of Procedure whenever a majority of the Commission decides to do so. When the Rules of Procedure do not address a procedural issue, the Commission may consider the most recent edition of *Robert's Rules of Order* for guidance. The failure of the Commission to strictly comply with the Rules of Procedure shall not invalidate any action of the Commission.

ARTICLE I. PURPOSE AND BASIC PRINCIPLES

1.1 Purpose of Rules of Procedure

- A. To enable the Commission to transact business fully, expeditiously, and efficiently while affording every opportunity to citizens to witness the operations of government;
- B. To protect the rights of each individual Commission member;
- C. To preserve a spirit of cooperation among Commission members; and,
- D. To operate in accordance with the enabling statutes of the Code of Virginia.

1.2 Basic Principles Underlying Rules of Procedure

- A. The business of the Commission should proceed in the most efficient manner possible;
- B. The Rules of Procedure must be followed consistently;
- C. Actions should be the result of a decision on the merits and not a manipulation of the procedural rules;
- D. Only one subject may claim the attention of the Commission at one time;
- E. Each item presented for consideration is entitled to full and free discussion;
- F. Every member has equal rights to participate and vote on all issues;
- G. Every member must have equal opportunity to participate in decision making;
- H. The will of the majority must be carried out, and the rights of the minority must be preserved; and,
- I. The Commission must act as a body.

ARTICLE II – TITLE, ESTABLISHMENT AND POWERS

- 2.1 **Title.** The official title of this Commission shall be the Town of Wytheville Planning Commission. As referenced in this document, shall also be known as the “Commission.”
- 2.2 **Establishment.** This Planning Commission for Town of Wytheville established pursuant to Article § 15.2-2210, Code of Virginia, has adopted these Rules of Procedure to facilitate its powers and duties in accordance with the provisions of Title 15.2, Chapter 22, Code of Virginia. The Rules of Procedure can be amended, as needed, and updated accordingly by the Planning Commission.
- 2.3 **Powers.** The Planning Commission shall have the powers and duties as set forth in the Code of Virginia, including those powers enumerated in the Unified Development Ordinance for the Town of Wytheville.
- 2.4 **Validity.** If any word, clause, sentence, article, section, subsection or other part or parts of these rules shall be held by a court of competent jurisdiction to be unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining parts of these rules, nor shall it affect any application of these rules that may be given effect without the unconstitutional or invalid parts, and to this end, all provisions of these rules are hereby declared to be severable

ARTICLE III – MEMBERS AND APPOINTMENT TO SERVE

- 3.1 **Members.** The Commission shall consist of seven (7) members, who shall all be citizens of the Town of Wytheville, qualified by knowledge and experience to make decisions on land use, community growth and development. At least one half of the membership shall be owners of real property. One (1) member of the Planning Commission shall be a member of the Town Council whose term shall be conducive with the term on the Council. The Council may at its own discretion replace this member with another Town Council member at its first regular meeting of the year. One (1) member may serve on both the Board of Zoning Appeals and the Planning Commission.
- 3.2 **Term.** The standard and regular term of office for Planning Commission members shall be four (4) years each. Appointments to fill vacancies shall be for the unexpired portion of the term. The Town will appoint members for staggering terms at the discretion of the Town Council.
- 3.3 **Term Limits.** The Town has established a term limit of two (2) terms in addition to any time needed to fill vacancies left by another member. Members may be reappointed to succeed themselves for a second term. A member whose term expires shall continue to serve until his successor is appointed and qualifies. Members must wait one (1) year for any reappointment after they have served two (2) terms.

- 3.4 **Meeting Preparation.** Members should prepare for the meetings and understand the applicable ordinances and plans relating to upcoming decisions by the Commission. Members are encouraged to contact town staff with any questions they may have prior to a meeting and/or visit relevant sites when it is possible to do so from public areas.
- 3.5 **Attendance.** Members shall make every effort possible to attend meetings. At such a time that a member knows of a potential absence they shall let the Clerk know as far in advance as possible.
- 3.6 **Conflict of Interest.** Members have a responsibility to determine whether they have a conflict of interest and, when needed, act in accordance with the State and Local Government Conflict of Interests Act § 2.2-3100 et seq. Code of Virginia. Any member may request a “Conflict of Interest Opinion Letter” from the Commonwealth Attorney prior to hearing an application at a Planning Meeting. The request shall be made in the manner described in Section 2.2-3121(B) of the Code of Virginia.
- 3.7 **Required Filings.** Members are required to file Disclosure of Real Estate Holdings and Conflict of Interest paperwork by a set deadline each year. The Town Clerk will distribute the required paperwork and assist the members with submitting this information back to the Virginia Conflict of Interest and Ethics Advisory Council.
- 3.8 **Resignation.** A member who chooses to resign shall submit a written correspondence to the Town Clerk indicating the decision to resign and the effective date of resignation. Any member who misses more than three (3) consecutive meetings or is absent from four (4) meetings within any 12-month period and who has failed to respond to either the Clerk or the Chair regarding the absences, has by their actions indicated that they are no longer interested in serving and this action shall be considered a resignation.
- 3.9 **Removal.** Any member may be removed for acts of malfeasance. In the event a member is accused of malfeasance, the information shall be delivered to the Clerk of the Town Council. The Town Council would consider the matter and take any action to remove a Planning Commission member for malfeasance.
- 3.10 **Application to Serve.** Any person who desires to serve on the Planning Commission shall complete the Town of Wytheville Application. The application to serve on a Town Board or Committee is available on the Town website. <https://www.wytheville.org/index>. Upon such time that a vacancy exists, or an appointment is required, the Town Clerk shall compile the received applications for the seat and prepare the applications for the Town Council's consideration.
- 3.11 **Appointments.** The Town Council will consider the applications and make the appointment for the members to serve on the Planning Commission.

- 3.12 **Onboarding and Training.** At such a time that a member is appointed, the Planning Director will schedule a new member orientation and assist with any onboarding activity which may be needed prior to service on the Board. New members are required to attend the Planning Commissioner Training within two (2) years of appointment.
- 3.13 **Compensation.** Members may be compensated at the discretion of the Town Council for services or actual costs incurred. The current compensation is \$75 a month, for each regular meeting attended.

ARTICLE IV – OFFICERS

- 4.1 **Election.** Election of officers for the Planning Commission shall occur every year at the Organization Meeting. The term shall be one year. The Commission shall elect a Chair and a Vice-Chair, and the nomination of officers shall be made from the floor. A candidate receiving a majority vote of the membership of those present, and voting shall be declared elected. The Clerk to the Planning Commission shall be an employee of the Town who is assigned at the direction of the Town Clerk.
- 4.2 **Duties.** Duties of elected officers are determined by the Commission and subject to change as needed and determined by the Commission. The guidance below conveys the typical activities associated with each role.
- 4.3 **Chair.** The Chair shall preside at all meetings and hearings of the Commission, appoint committees as necessary, administer oaths and compel the attendance of witnesses, decide all points of order or procedural questions, and maintain order within the meetings, call special meetings when needed and cancel meetings when needed. When needed by the staff, assist with agendas and correspondence.
- 4.4 **Vice-Chair.** The Vice-Chair shall act in the absence or inability of the Chair to act.
- 4.5 **Clerk to the Commission.** The Clerk to the Commission shall keep the minutes and records of the Commission's proceedings, including the date, time, and location of the meeting. Record members absent or present. Compose a summary of the discussion, matters proposed, deliberated, and decided. Record votes taken and outcomes. Compile meeting minutes for review and approval. Maintain all records and applications. Coordinate with town staff who are presenting or preparing for meetings. Prepare and be responsible for the publishing of advertisements relating to meetings and public hearings in accordance with State law. Send out public hearing and other types of notices required by the Commission, town ordinances and the Code of Virginia. Prepare meeting packets and communicate official correspondence for the Commission. Notify the Town Clerk of any vacancy on the Planning Commission. Distribute records of the Commission membership.

ARTICLE V – MEETINGS, AGENDAS, APPLICATIONS BEFORE THE COMMISSION

- 5.1 **Meeting Location.** Meetings shall be held at the Town Municipal Office, Town Council Chambers, 150 East Monroe Street, Wytheville, VA 24382. The mailing address is P.O. Box 533. Contact phone is 276-223-3353. If required, the Chair may determine, prior to a meeting, that the location shall be changed, and the change of location shall be advertised in any required public notices for the meeting and posted on the building the day of the meeting.
- 5.2 **Open Meetings.** Meetings shall be open to the public, unless a closed meeting is scheduled by the Chair and approved by the Town Attorney prior to the meeting and qualified in accordance with the Virginia Freedom of Information Act. Records of the meeting shall be made available to the public in accordance with the Virginia Freedom of Information Act (FOIA), § 2.2-3707 et seq. Code of Virginia.
- 5.3 **Organizational Meeting.** The Planning Commission will hold an organizational meeting in January of each year to review and approve these Rules of Procedure, set the regular meeting day and time for the following year and elect officers for the following year. In the event of inclement weather or unforeseen circumstances, the organizational meeting can be rescheduled, and operations shall continue until the organizational meeting can be held.
- 5.4 **Regular Meetings.** The Planning Commission regular meeting day is the second Tuesday of the month at 6 p.m. The regular meeting day shall be considered at least once a year at the organizational meeting and can be amended at any time upon consideration and a vote of the Commission. Regular meetings will only be held when an application has been submitted for consideration or when it has been determined by the Clerk or the Chair that a meeting is required. The Commission shall make every attempt to meet at least every two months.

The Commission, by resolution adopted at a regular meeting, may also fix the day or days to which any meeting shall be continued if the Chairman, or Vice-Chairman is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members to attend the meeting. Such findings shall be communicated to the members and the press as promptly as possible. All hearings and other matters previously advertised for such meeting shall be conducted at the continued meeting and no further advertisement is required. The Commission shall cause a copy of such resolution to be inserted in a newspaper having general circulation in the locality at least seven days prior to the first meeting held pursuant to the adopted schedule.

- 5.5 **Training Meeting.** Where possible, the Commission may convene each year for a planned training event. The training meeting shall be used to update the Commission on ordinance amendments, laws and topics related to planning and zoning and/or related changes to the Code of Virginia that may affect the Commission.

- 5.6 **Continued Meetings.** If the Commission determines that a meeting shall be continued to either allow for additional time or research for a particular matter under consideration or for any other reason, the Commission may recess and continue a meeting or lay an item on the table for continued discussion at a future meeting.
- 5.7 **Special Meetings.** Special meetings of the Commission may be called by the Chairman or by two members upon written request to the Clerk. The clerk shall mail to all members, at least five days in advance of a special meeting, a written notice fixing the time and place of the meeting and the purpose thereof. Written notice of a special meeting is not required if the time of the special meeting has been fixed at a regular meeting. Notice of special meetings shall be given to the public, pursuant to the Virginia Freedom of Information Act (FOIA), § 2.2-3707 et seq. Code of Virginia.
- 5.8 **Public Hearings.** Public hearings shall be held after public notice has been given in accordance with 15.2-2204 of the Code of Virginia, 1950, as amended. The Town of Wytheville Public Hearing Policy shall be used to facilitate public hearings before the Commission.
- 5.9 **Meeting Agenda.** The meeting agenda shall be determined by the Chair in consultation with the Clerk to the Commission. The meeting agenda shall consist of the consent agenda and other business that needs to be heard. The general order in the hearing of any application shall be Staff Report, Applicant Report, Opening of the Public Hearing for public comment, Public Comments, Closing of the Public Hearing and Time for discussion among the Commission. Any person can be called back up to the podium by the Chair to answer questions or give additional testimony when called and recognized by the Chair. The Chair reserves the right to allow or disallow further comment or testimony after the Public Hearing has ended.
- 5.10 **Applications.** The application deadline for an item to be considered by the Commission shall be the 5th day of the month for the item to be heard at the next month's regular meeting date. The applicant shall utilize the Town of Wytheville application portal at <https://www.wytheville.org/index> to submit the application. At such a time that a complete application is received by Town Staff, the staff will include the item on the next agenda, when such an item to be heard can meet the time required for the Public Hearing Policy. The application will be included in the Commission packet for consideration.
- 5.11 **Meeting Packet.** The Clerk to the Commission shall distribute the meeting packet. The packet shall consist of the agenda, the previous meeting minutes and supporting information for items under consideration. The packet shall be delivered to the Commission members at least five (5) days prior to the meeting date.
- 5.12 **Records.** Records associated with the Commission shall be kept in the Department of Planning and Zoning, and/or the assigned file storage location for

Town records. The Town Clerk shall be notified of any Freedom of Information Act requests and/or other requests for meeting minutes and applications heard by the Commission. Requests for information shall be processed in accordance with the Town Freedom of Information Act Policy.

- 5.13 **Abstaining.** Any member has the right to abstain from participating in a meeting agenda item and/or voting on an application before the Commission, when they have determined that they have a Conflict of Interest in accordance with the State and Local Government Conflict of Interest Act §2.2-3100 Code of Virginia. When abstaining, and prior to the Commission taking up the agenda with respect to which the member has a conflict, the member shall state that they are abstaining from the discussion and/or the vote, and the basis for the decision to abstain. The terms actual conflict of interest or perceived conflict of interest shall be used when announcing the right to abstain.
- 5.14 **Appeals.** Any person or persons jointly or severally aggrieved by any decision of the Planning Commission may file a petition with the Clerk to the Town Council.

ARTICLE VI – CODE OF CONDUCT & ETHICS

- 6.1 In recognition that maintaining integrity and dignity is essential for maintaining high levels of public confidence in our institutions of government, every member of the Commission shall pledge to adhere to the following code of conduct and ethics. Members shall adhere to the following.
- Maintain a positive environment at meetings and display an attitude of courtesy and consideration toward colleagues, citizens, and staff during the meetings.
 - Avoid the use of abusive, threatening, or intimidating language or gesture to include disrespectful comments, body language or activity that conveys a message of disrespect or lack of interest.
 - Discharge duties and responsibilities without favor or prejudice toward any person or group. Avoid the appearance of impropriety and do not convey the impression that the member is in a position to influence outcomes or to personally benefit from any outcome.
 - Members and family members shall not accept gifts, loans, payments, favors, services, or anything else of value in exchange for any decision or influence a member may have on the Commission.
 - Members shall refrain from discussions about upcoming agenda items and encourage others who wish to discuss the matter to attend the meeting so that all discussions can be held in the public meeting. Any written, telephone or electronic communication regarding a matter on a Planning Commission meeting shall be forwarded to the clerk who shall make the record available to the public body.
 - Members shall refrain from discussing Planning Commission agenda items with other members prior to the official date and time the item is scheduled to be heard and members shall not hold a public meeting (more than three persons engaged) at any time other than that which has been identified as regular Planning Commission meeting dates.
 - When questioned about a decision of the Planning Commission, members shall publicly acknowledge the adopted position and professionally present the outcome, even if the member was in opposition to the vote or outcome.

ARTICLE VII - QUORUM AND ACTIONS

- 7.1 **Quorum.** A majority of the membership of the Commission shall constitute a quorum. In the event that a quorum cannot be reached, the Chair reserves the right to reschedule a meeting to the next month or to another date in the same month that shall accommodate convening a quorum and the needs of any public hearing requirements.
- 7.2 **Required Absence.** No action shall be taken by the Commission unless there shall be present at least a quorum, provided, however, that the temporary absence from the meeting room of members sufficient to constitute a quorum shall not be deemed to prevent the hearing of presentations or the discussion of matters submitted. The Clerk shall suggest the absence of a quorum prior to the taking of any action by the Commission.
- 7.3 **Remote Participation in Meetings.** Members may participate in meetings of the Committee by electronic means as permitted by Virginia Code §2.2-3708.3 and in compliance with the Town of Wytheville Electronic Participation Policy. This applies to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member wishes to participate from a remote location, the law requires a quorum to be physically assembled at the primary or central meeting location, and there must be arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.

For purposes of determining a quorum when a member is participating through electronic means, the member's remote participation shall count toward a quorum as if the member is physically present when (1) any member participates remotely due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance; or (2) a medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance or when the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held thereby preventing the member's physical attendance.

When such individual participation is due to a personal matter, such participation is limited by law to two meetings or 25 percent of the meetings of the public body per member each calendar year, whichever is fewer.

A member wishing to participate from a remote location in a meeting of the Commission shall notify the Chair on or before the date of the meeting that the member is unable to attend, identify with specificity the nature of the personal

matter. The Clerk shall record in the minutes the specific nature of the personal matter and a general description of the remote location from which the absent member participated.

During a disaster and/or declared state of emergency from the Governor or the locality in which the public body is located, and it is impracticable or unsafe for a quorum of the Commission to assemble in one location then the Commission may conduct its meetings electronically to assure the continuity of its government. (See Code of Virginia §2.2-3708.2(A)(3), §44-146.17, §15.2-1413, and §44-146.21.)

- 7.4 **Voting.** Votes shall be taken on all motions made and seconded. Roll call votes are required for applications heard by the Commission. After the vote, the Chair shall state the results of the vote.
- 7.5 **Majority Rules.** A majority of those present and voting shall be considered a majority of the vote and will be required to pass a vote under consideration.
- 7.6 **Restating the Question.** The Chair shall restate the question prior to the taking of a vote, however, the Chair may request that another member restate the question if in the Chair's opinion that will expedite the decision thereof.
- 7.7 **Unanimous Consent.** Where no formal action is required, and no objection is heard, a request of a member shall be deemed a request of the Commission without further action, when such request is made at a meeting with a quorum present.
- 7.8 **Tie vote.** A tie vote fails. No tiebreaker is appointed. Failed votes resulting from the lack of a quorum due to Virginia Conflict of Interest Act actual abstentions may, in rare circumstances, be permitted to move forward pursuant to Virginia Code Sec. 2.2-3112(D).
- 7.9 **Second, discussion, vote.** A second to a primary or substitute motion is required to formally discuss and/or vote upon the motion.
- 7.10 **Motion to rescind.** A motion to rescind may be made with the intent to change an action voted upon at an earlier meeting. The motion to rescind may be made by any member of the Commission. If advance written notice is provided in the agenda with the intent to make a motion to rescind, then a simple majority in favor is required for it to be successful. If no advance written notice is provided, then it shall succeed only if two-thirds (2/3) of the members present vote in favor of the motion to rescind. Any attempt to rescind a motion related to a land use application shall first be considered by the Town Attorney, prior to any action taken.
- 7.11 **Abstention from Casting Vote:** All members of the Commission present shall vote upon all questions that a vote must be taken, unless excused by the

Commission (unless the member has an immediate personal or financial interest in the matter). Requests by a member to abstain from voting or to announce the intention not to vote because of personal or other financial interest shall be made to the presiding officer prior to the placing of the matter before the Commission for a vote. The Commission need take no further action to allow the abstention in the case of a member's personal or other financial interest in the matter, consistent with the requirements of the Virginia State and Local Government Conflict of Interests Act.

A member may also abstain from a vote without further action if the member believes that voting upon a matter may create the appearance of a conflict of interest. The member shall state the specific reason that the member believes the appearance of a conflict of interest exists.

Additionally, a member may abstain from a vote to approve meeting minutes without further action if the member did not attend the meeting for which minutes approval is being considered.

The Commission shall consider a request to abstain from a vote for other reasons and may grant the request if a majority of the members present (excluding the member requesting the abstention) votes in favor of granting the request.

ARTICLE VIII - ORDER IN THE CONDUCT OF BUSINESS

- 8.1 **Persons Addressing the Board.** The time for addressing the Commission will be monitored, and the Commission shall limit the speaking time at its discretion. Insofar as is practicable, people addressing the Commission shall furnish the Clerk and members of the Commission with a written copy of their remarks.
- 8.2 **Applicant Testimony.** In the hearing of any application the Commission shall offer an equal amount of time in the hearing of the case. Town staff presenting the application shall be given time on the agenda to present the application or issue. The applicant may appear on his own behalf at the public hearing or be represented by counsel or an agent.
- 8.3 **Public Hearings.** In those instances where persons are addressing the Commission, without having first been placed on the agenda, these persons shall limit their remarks as follows:

1. Person speaking for himself or his immediate neighborhood - Five (5) minutes.

2. Person speaking for an organization whose membership is representative of an entire group – Seven (7) minutes.

3. Person speaking for an organization whose membership is representative of the entire town – Ten (10) minutes.

- 8.4 **Recognition.** Shall be given by the Chair, or the Vice-Chair in the Chair's absence. No person shall address the Commission without having first been recognized and coming forth stating their name and address. When all public testimony has concluded, and the Commission is considering and discussing the matter, no person shall thereafter be recognized to address the Commission unless requested to do so by the Chair.
- 8.5 **Cumulative or Repetitive Testimony.** Shall not be permitted on any matter, and persons of the same position as a previous speaker shall state their name and the position with which they agree.
- 8.6 **Questions.** Questions by Commission members shall be reserved insofar as possible for the end of a presentation to avoid interrupting the speaker, disrupting the time-keeping process and duplicating ground the speaker may cover.
- 8.7 **Discussion and Debate by the Commission.** Shall be conducted following the presentation of testimony on the item of business pending. Members shall not speak to the item until recognized by the Chair, members shall not speak more than ten minutes at one time, nor more than twice upon the same question, without the permission of the Chair. A member who has spoken to the item shall not again be recognized until each other member desiring to speak shall have an opportunity to speak. After the Commission shall have acted, any member shall have the right to state a protest against the action, and his/her reasons therefore, for a time not to exceed two (2) minutes. Members of the audience shall not be allowed to address the Commission unless clarification is requested by the Chair.

ARTICLE IX - DECORUM

- 9.1 **Decorum of Members.** Shall be maintained in order to expedite the disposition of the business before the Board. Questions and remarks shall be limited to those relevant to the pending business. Members shall not converse with other members or with other persons in any manner having a disturbing effect on the conduct of business. Consultation with staff about the meeting is permitted, as necessary. Members shall address all remarks to the Chair as the presiding officer.
- 9.2 **Decorum of Other Person(s).** Shall be maintained by the Chair, who may request such assistance as appears necessary. Persons addressing the Commission shall limit their remarks to those relevant to the pending items and to answering questions. They shall address the Commission, unless answering an individual member's questions. The Chair, or Vice-Chair in the Chair's absence, shall call the speaker to order, if out-of-order remarks or other indecorous conduct persists, and may order the speaker from the lectern. The order with gavel, if not heeded, will then cause a Wytheville Police Officer to carry out the order. Persons whose allotted time to speak has expired shall be warned by the Chair, or the Vice-Chair in the Chair's absence, to conclude in one minute, after which such person shall

leave the lectern, unless he is asked to remain to answer questions from the Chair. No person in attendance shall be allowed to voice remarks except as recognized by the Chair. Groups in the audience creating an atmosphere detrimental or disturbing to the conduct of the meeting will be asked to leave by the Chair. Taping of the meeting shall be permitted from the rear of the Council Chambers.

ARTICLE X – FREEDOM OF INFORMATION ACT REQUESTS

For the purposes of complying with Freedom of Information Act (FOIA) requests for Planning Commission public records, the Town shall be considered the custodian for committee member public record transmissions including those sent and received through the Town’s email network.

- A. Upon the expiration of their term in office, a member shall provide electronically copies of all their public records other than those sent and received through the Town network and related to the transaction of public business on a thumb drive provided by the Town Information Technology Department. This thumb drive will be provided to the Town’s FOIA Officer. The Town’s FOIA Officer will use the copies to fulfill all further FOIA requests for member emails and will maintain the copies in accordance with the Virginia Public Records Act. For purposes of this Memorandum, “public business” encompasses those matters over which the Commission has supervision, control, jurisdiction or advisory power.
- B. Members shall comply with the Library of Virginia’s Records Retention Schedule pursuant to the Virginia Public Records Act.

Adopted this 13th day of February 2025.

Chair

Attest:

Brandi N. Jones, Chief Deputy Clerk

Adoption/Revision Dates:
Adopted May 9, 2024
Revised/Adopted February 13, 2025

7-B

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	Existing B-2 DT Compared to the DTB-1, 2 and 3 Development Standards Presentation

SUMMARY:

Planning Director John Woods will present information to the Planning Commission regarding the existing B-2 DT compared to the DTB-1, 2 and 3 Development Standards.

Recommended Action

No action required.

B-2 DT & DTB-1 Development Standards – UDO vs Current Ordinance

Item	UDO Standards for DTB-3	Current Standards B-2 DT (R-2 Development Standards Apply)
Minimum Lot Size for various uses.	Not regulated.	Single Family: 10,000 sq. ft.
		Duplex: 12,000 Sq. Ft.
		Triplex: 14,000 Sq. Ft.
		Fourplex: 16,000 Sq. Ft.
		Business Uses: Lot size not regulated.
Maximum Dwelling Unit Density.	45 bedrooms per acre.	No limit on dwelling unit density is specified. The highest density possible under the R-2 Residential standards measures about 10 units per acre or 30 bedrooms per acre.
Maximum Building Height for Non-Residential Structures.	75 Feet Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.	75 Feet (6 to 7 stories) Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.
Maximum Building Height for Residential Structures.	75 Feet	35 feet. Exception for Residential Structures: Up to 50 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.	For nonresidential uses: None unless the Downtown Wytheville Design Committee considers them necessary. For residential uses: Lot width at setback line shall be at least 60 feet. For each additional unit above 1, the minimum lot width shall increase by 12 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but the district standards indicate that no frontage requirements exist unless requested by the Design Committee of Downtown Wytheville.

Setback Standards		
Primary Building Setbacks for Non-Residential Structures	Minimum Front: 0 feet. Maximum Front: 15 feet.	None
Minimum Primary Building Setbacks for Residential Uses.	Minimum Front: 0 feet. Maximum Front: 15 feet.	<p>The average front yard setback of existing structures on either side of the block, but not less than 20 feet or more than 40 feet.</p> <p>Alternatively, 30 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 15 feet from the street line.</p>
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner-street-side yards shall be the same as for the primary structure along the street side.	Not regulated. Note: Accessory structures are not mentioned in the district regulations. However, the R-2 District standards would indicate that accessory structures are at least allowed for residential uses.
	Height less than 8.5 feet: 3 feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height less than 8.5 feet, 3 feet from any party lot line.
	Height between 8.5 and 12 feet: 3 feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height from 8.5 feet to under 12 feet, 5 feet from any party lot line.
	Height of 12 feet or more: 3 feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height of 12 feet or more, 10 feet from any party lot line.

Side and Rear Yard Setbacks for Residential Uses				
Number of dwelling units	Minimum Side Yard setback in UDO	Minimum Rear Yard Setback in UDO	Minimum Side Yard Setback in Current Ordinance	Minimum Rear Yard Setback in Current Ordinance
1	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	15 Feet for single-family 5 Feet for older narrow lots	25 Feet for single-family
2	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	18 Feet for duplexes.	28 Feet for duplexes.
3	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	21 Feet for triplexes.	31 Feet for triplexes.
4	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	24 Feet for fourplexes.	34 Feet for fourplexes.
5 or more	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	Not permitted	Not permitted
Calculation Standard	Interior side yard 5 Feet or 0 Feet with firewall construction. 15 Feet between Townhouse end units.	10 Feet	Minimum 15-foot setback for multi-family uses plus 3 feet for every unit above 1.	Minimum rear yard setback of 25 feet plus 3 feet for every unit above 1.
Other Standards				
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.		Not specified, but current building code already requires similar separation.	
Minimum Dwelling Floor Area.	Not regulated.		Number of Units	Minimum Floor Area
			1 Unit	1,150 sq. ft.
			2 Units	1,500 sq. ft.
			3 Units	2,000 sq. ft.
			4 Units	2,500 sq. ft.
			5 or more Units	Not permitted
			Calculations for more units.	1,000 plus 500 for each unit above 1.
				700 plus 350 for each unit above 1 but not more than 1,500 sq. ft..

B-2 DT & DTB-2 Development Standards – UDO vs Current Ordinance

Item	UDO Standards for DTB-2		Current Standards B-2 DT (R-3 Residential Standards Apply)
Minimum Lot Size for various uses.	Live-Work or Townhouse.	1,000 sq. ft.	Not permitted.
	Single-family.	4,000 sq. ft.	9,000 sq. ft.
	Duplex.	6,000 sq. ft.	11,000 Sq. Ft.
	Triplex.	Not permitted	13,500 Sq. Ft.
	Four to eight-unit multi-plex.	Not permitted	16,000 Sq. Ft.
	Business uses	Not regulated	Not regulated
Maximum Dwelling Unit Density.	45 bedrooms per acre. Note: Previous requests to remove larger multi-plex housing types from this district will result in an effective maximum residential density of about 20 bedrooms per acre.		No limit on dwelling unit density is specified. The highest density examples of existing multi-family developments constructed under the R-3 Residential standards measures about 21 units per acre or 40 to 45 bedrooms per acre.
Maximum Building Height for Non-Residential Structures.	35 Feet Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.		75 Feet (6 to 7 stories) Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.
Maximum Building Height for Residential Structures.	35 Feet		35 feet. Exception for Residential Structures: Up to 50 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height. Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.		For nonresidential uses: None unless the Downtown Wytheville Design Committee considers them necessary. For residential uses: Lot width at setback line shall be at least 60 feet. For each additional unit above 1, the minimum lot width shall increase by 12 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but the district standards indicate that no frontage requirements exist unless requested by the Design Committee of Downtown Wytheville.

Setback Standards		
Minimum Primary Building Setbacks for Non-Residential Structures	Front: 5 feet or the average of setbacks of structures in the same block, whichever is less.	None
Minimum Primary Building Setbacks for Residential Uses.	Front: 5 feet or the average of setbacks of structures in the same block, whichever is less.	<p>The average front yard setback of existing structures on either side of the block, but not less than 15 feet or more than 40 feet.</p> <p>Alternatively, 25 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 15 feet from the street line.</p>
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner-street-side yards shall be the same as for the primary structure along the street side.	Not regulated. Note: Accessory structures are not mentioned in the district regulations. However, the R-3 District standards would indicate that accessory structures are at least allowed for residential uses. Those would essentially match the proposed UDO standards.
	Height less than 8.5 feet: 3 feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height less than 8.5 feet, 3 feet from any party lot line.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height from 8.5 feet to under 12 feet, 5 feet from any party lot line.
	Height of 12 feet or more: Same setback as primary building side yard.	Not regulated except for residential uses. For residential uses accessory structures with a height of 12 feet or more, 10 feet from any party lot line.

Side and Rear Yard Setbacks for Residential Uses				
Number of dwelling units	Minimum Side Yard setback in UDO	Minimum Rear Yard Setback in UDO	Minimum Side Yard Setback in Current Ordinance	Minimum Rear Yard Setback in Current Ordinance
1	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	12 Feet for single-family 5 Feet for older narrow lots	25 Feet for single-family
2	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	15 Feet for duplexes.	28 Feet for duplexes.
3	Not permitted	Not permitted	18 Feet for triplexes.	31 Feet for triplexes.
4	Not permitted	10 Feet	21 Feet for fourplexes.	34 Feet for fourplexes.
5	Not permitted	Not permitted	24 Feet for five unit buildings.	37 Feet for five unit buildings.
6	Not permitted	Not permitted	27 Feet for six unit buildings.	40 Feet for six unit buildings.
7 or more	Not permitted	Not permitted	30 Feet for seven units or more.	43 Feet for seven units or more.
Calculation Standard	Interior side yard 5 Feet or 0 Feet with firewall construction. 15 Feet between Townhouse end units.	10 Feet	Minimum 12-foot setback for multi-family uses plus 3 feet for every unit above 1 but not more than 30 ft.	Minimum rear yard setback of 25 feet plus 3 feet for every unit above 1 but no more than 43 ft.
Other Standards				
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.		Not specified, but current building code already requires similar separation.	
Minimum Dwelling Floor Area.	Not regulated.	Number of Units	Minimum Floor Area	Minimum Ground Area
		1 Unit	700 sq. ft.	500 sq. ft.
		2 Units	975 sq. ft.	750 sq. ft.
		3 Units	1,300 sq. ft.	1,000 sq. ft.
		4 Units	1,625 sq. ft.	1,250 sq. ft.
		5 Units	1,950 sq. ft.	1,500 sq. ft.
		6 Units	2,275 sq. ft.	1,500 sq. ft.
		7 Units or more	2,600 sq. ft.	1,500 sq. ft.
		Calculations for more units.	650 plus 325 for each unit above 1.	500 plus 250 for each unit above 1 but not more than 1,500 sq. ft..

B-2 DT & DTB-3 Development Standards – UDO vs Current Ordinance

Item	UDO Standards for DTB-3		Current Standards B-2 DT (R-3 Residential Standards Apply)
Minimum Lot Size for various uses.	Live-Work or Townhouse.	1,000 sq. ft.	Not permitted.
	Single-family.	4,000 sq. ft.	9,000 sq. ft.
	Duplex.	6,000 sq. ft.	11,000 Sq. Ft.
	Triplex.	8,000 sq. ft.	13,500 Sq. Ft.
	Four to eight-unit multiplex.	10,000 sq. ft.	16,000 Sq. Ft.
	Business uses	Not regulated	Not regulated
Maximum Dwelling Unit Density.	45 bedrooms per acre.		No limit on dwelling unit density is specified. The highest density examples of existing multi-family developments constructed under the R-3 Residential standards measures about 21 units per acre or 40 to 45 bedrooms per acre.
Maximum Building Height for Non-Residential Structures.	75 Feet Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.		75 Feet (6 to 7 stories) Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.
Maximum Building Height for Residential Structures.	35 Feet		35 feet. Exception for Residential Structures: Up to 50 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.		For nonresidential uses: None unless the Downtown Wytheville Design Committee considers them necessary. For residential uses: Lot width at setback line shall be at least 60 feet. For each additional unit above 1, the minimum lot width shall increase by 12 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but the district standards indicate that no frontage requirements exist unless requested by the Design Committee of Downtown Wytheville.

Setback Standards		
Minimum Primary Building Setbacks for Non-Residential Structures	Front: 10 feet or the average of setbacks of structures in the same block, whichever is greater.	None
Minimum Primary Building Setbacks for Residential Uses.	Front: 10 feet or the average of setbacks of structures in the same block, whichever is greater.	<p>The average front yard setback of existing structures on either side of the block, but not less than 15 feet or more than 40 feet.</p> <p>Alternatively, 25 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 15 feet from the street line.</p>
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner-street-side yards shall be the same as for the primary structure along the street side.	Not regulated. Note: Accessory structures are not mentioned in the district regulations. However, the R-3 District standards would indicate that accessory structures are at least allowed for residential uses. Those would essentially match the proposed UDO standards.
	Height less than 8.5 feet: 3 feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height less than 8.5 feet, 3 feet from any party lot line.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Not regulated except for residential uses. For residential uses accessory structures with a height from 8.5 feet to under 12 feet, 5 feet from any party lot line.
	Height of 12 feet or more: Same setback as primary building side yard.	Not regulated except for residential uses. For residential uses accessory structures with a height of 12 feet or more, 10 feet from any party lot line.

Side and Rear Yard Setbacks for Residential Uses				
Number of dwelling units	Minimum Side Yard setback in UDO	Minimum Rear Yard Setback in UDO	Minimum Side Yard Setback in Current Ordinance	Minimum Rear Yard Setback in Current Ordinance
1	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	12 Feet for single-family 5 Feet for older narrow lots	25 Feet for single-family
2	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	15 Feet for duplexes.	28 Feet for duplexes.
3	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	18 Feet for triplexes.	31 Feet for triplexes.
4	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	21 Feet for fourplexes.	34 Feet for fourplexes.
5	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	24 Feet for five unit buildings.	37 Feet for five unit buildings.
6	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	27 Feet for six unit buildings.	40 Feet for six unit buildings.
7 or more	Interior side yard 5 Feet 0 Feet with firewall. 15 Feet between Townhouse end units.	10 Feet	30 Feet for seven units or more.	43 Feet for seven units or more.
Calculation Standard	Interior side yard 5 Feet or 0 Feet with firewall construction. 15 Feet between Townhouse end units.	10 Feet	Minimum 12-foot setback for multi-family uses plus 3 feet for every unit above 1 but not more than 30 ft.	Minimum rear yard setback of 25 feet plus 3 feet for every unit above 1 but no more than 43 ft.

Other Standards				
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.	Not specified, but current building code already requires similar separation.		
Minimum Dwelling Floor Area.	Not regulated.	Number of Units	Minimum Floor Area	Minimum Ground Area
		1 Unit	700 sq. ft.	500 sq. ft.
		2 Units	975 sq. ft.	750 sq. ft.
		3 Units	1,300 sq. ft.	1,000 sq. ft.
		4 Units	1,625 sq. ft.	1,250 sq. ft.
		5 Units	1,950 sq. ft.	1,500 sq. ft.
		6 Units	2,275 sq. ft.	1,500 sq. ft.
		7 Units or more	2,600 sq. ft.	1,500 sq. ft.
		Calculations for more units.	650 plus 325 for each unit above 1.	500 plus 250 for each unit above 1 but not more than 1,500 sq. ft..

UDO Land Use	B-2 DT	DTB-1	DTB-2	DTB-3	Exist	Existing Ordinance Land Use
Accessory Uses						
Accessory Structures & Uses	■	■	■	■	■	Not specifically permitted, but generally allowed based on the definition of accessory uses
Not specifically mentioned but permitted through site development standards	■	■	■	■	■	Signs
Not specifically mentioned but permitted through site development standards	■	■	■	■	■	Off-street parking
Home Occupations	■	■	■	■	■	Not specifically permitted, but would be approved as any of the other relevant business types included herein
Shipping Container Storage Not permitted under UDO					■	Shipping containers as defined
Semi-Trailer Storage Not permitted under UDO					■	Licensed semi-trailers as defined
Temporary Use	■	■	■	■	■	Not specifically permitted, but the Code of Virginia requires that these uses be allowed.
Age Restricted Uses						
Craft Brewery or Distillery	■	■	■	■	■	Brewery, craft or pub Brewery, micro
Special Interest Clubs, Social Clubs & Lodges	*	*	*	*	■	Clubs and Lodges
Adult Uses Not permitted under UDO					■	Adult uses (Permitted but no location can meet the standards for proximity to schools, churches, libraries, and residential areas.)
Industrial						
Artisan Food Production	■	■	■	■	■	Not permitted, but might be approvable as a restaurant
Artisan Industrial	■	■	■	■	■	Probably not permitted unless it fit one of the other definitions in herein
Artisan Industrial, Intense	■	■	■	■	■	Probably not permitted unless it fit one of the other definitions in herein
Industrial Uses, Light Not permitted under UDO					■	Newspaper printing plants
Agricultural						
Cultivation	■	■	■	■	■	Not permitted, but at least two community gardens have been established. Nothing prohibits the use.
Civic & Institutional						
Assembly Halls	*	*	*	*	■	Assembly Halls
Public Parks & Outdoor Recreation	■	■	■	■	■	Public and community operated playgrounds, parks and similar recreational facilities
Outdoor Recreation, Intense	*	*	*	*	■	
Theaters	■	■	■	■	■	Theaters
Places of Worship	■	■	■	■	■	Churches
Schools, Private Primary, & Secondary	*	*	*	*	■	Private Schools
Public & Semi-Public Facilities, Including Public Schools	■	■	■	■	■	Public Schools Libraries

UDO Land Use	B-2 DT	DTB-1	DTB-2	DTB-3	Exist	Existing Ordinance Land Use
Conservation						
Land Conservation	■	■	■	■	■	Not permitted, but nothing prohibits the use.
Lodging						
Bed and Breakfast Inn	■	■	■	■	■	Bed and breakfast inn/tourist home
Homestay	■	■	■	■	■	Homestay
Hotels & Motels	■	■	■	■	■	Motels and hotels
Residential						
State Authorized Group Home	■	■	■	■	■	State Authorized Group Home
Single-Family Dwelling	■	■	■	■	■	Single Family Dwellings (R-2 standards in core, R-3 standards elsewhere)
Temporary Family Health Care Structure	■	■	■	■	■	Temporary Family Health Care Structure
Accessory Dwelling Units	■	■	■	■	■	Not permitted, but some exist both as lawful nonconforming uses and as unapproved uses. The known unapproved ADU has not been occupied for several years.
Duplex or Two-Family Homes	■	■	■	■	■	Multi-family dwellings (R-2 standards in core, R-3 standards elsewhere)
Multiplex Housing – 3 or 4 Units	■	■	■	■	■	
Multiplex Housing – 5 to 12 Units	■	■	■	■	■	
Townhouse or Condominium	■	■	■	■	■	
Multi-Family – 45 Bedrooms/Acre	■	■	■	■	■	
Cottage Style Neighborhoods	■	■	■	■	■	Not permitted
Live-Work Dwelling	■	■	■	■	■	Not permitted
Artisan Residence	■	■	■	■	■	Not permitted
Professional, Medical & Veterinary						
Clinics & Medical Offices	■	■	■	■	■	Medical office
Assisted Living & Physical Rehab	■	■	■	■	■	Not permitted
Retail Uses, Medical	■	■	■	■	■	Medical and dental supplies Medical appliance stores
Professional Office	■	■	■	■	■	Office Buildings Newspaper offices
On-Site Property Management	■	■	■	■	■	The existing ordinance would allow this as an office
Utilities & Transportation						
Public Utility, Minor (Includes Property Owner Scale Solar)	■	■	■	■	■	Property owner scale solar
Public Utility, Moderate (Includes Small Power Grid Scale Solar and Small Wind Energy Systems) Not permitted under UDO	■	■	■	■	■	Small power grid scale solar (Small Wind Energy Systems are not permitted.)
Small-cell Telecommunications Site	■	■	■	■	■	Not permitted but federal law requires us to approve these.

UDO Land Use	B-2 DT	DTB-1	DTB-2	DTB-3	Exist	Existing Ordinance Land Use
Services						
Banks & Financial Services	■	■	■	■	■	Banks
Family Day Homes	■		■	■	■	Not permitted but could be approved as a private school
Child Day Care & Private Preschools	■			■	■	Not permitted but one was approved as a private school
Laundry Services	■			■	■	Pick-up laundry and dry-cleaning stores Laundromats
Hair & Skin Care	■	■	■	■	■	Barber and beauty shops
Funeral Homes	■			■	■	Funeral homes Crematoriums as an ancillary use to funeral homes
Retail						
Retail Uses, Neighborhood	■	■	■	■	■	Retail stores and service establishments Grocery stores Drug Stores Auto and home appliance stores Restaurants Bake shops Wearing apparel stores Newsstands
Retail Uses, Moderate	■	■	■	■	■	Retail and wholesale plumbing and electrical supplies with storage under cover Farmers markets Other similar retail businesses
Retail Uses, Large Not permitted under UDO					■	Retail and wholesale building supplies with storage under cover
Open Air Sales on Public Sidewalk	■	■	■	■	■	Not specified in the ordinance but allowed historically
Mobile Food Facilities	■	■	■	■	■	Allowed by Town Code
Retail Petroleum Products Not permitted under UDO						Not permitted but two were recently approved. One was approved as a reconstruction and the second was approved as an accessory use to a grocery store.
Automobile Service or Repair Not permitted under UDO					■	Wholesale and retail tire sales (recapping not allowed)

NEW ZONING DISTRICTS

- CONTINUED DISCUSSION: DOWNTOWN ZONING
 - **DTB-1, DOWNTOWN CORE BUSINESS DISTRICT**
 - **DTB-2, DOWNTOWN EVANSHAM BUSINESS DISTRICT**
 - **DTB-3, DOWNTOWN TRANSITIONAL BUSINESS DISTRICT**
 - RA, RESIDENTIAL ARTISAN DISTRICT
 - RB-1, RESIDENTIAL BUSINESS DISTRICT
 - RB-2, RESIDENTIAL BUSINESS DISTRICT
 - BMX, BUSINESS MIXED-USE DISTRICT
 - BTS, BUSINESS TRAVEL SERVICES DISTRICT
 - R-4, HIGH DENSITY RESIDENTIAL

B-2 DT BUSINESS DISTRICT

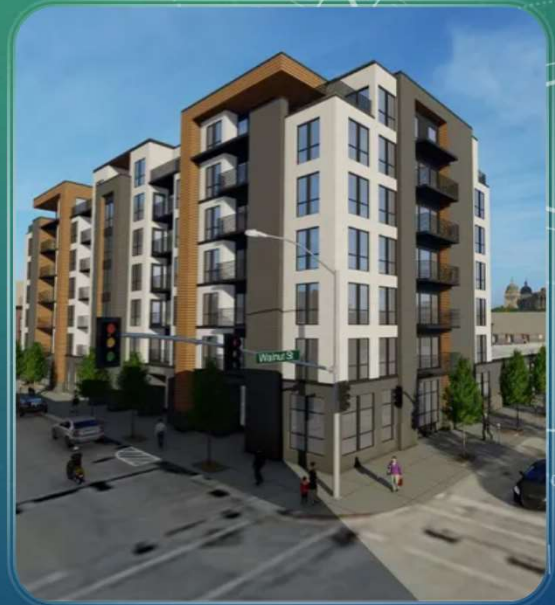
THE EXISTING B-2 DT BUSINESS ZONING DISTRICT COVERS THE BROADER DOWNTOWN AREA WITH A SINGLE ZONING DISTRICT.

- THE RANGE OF USES INCLUDE:
 - THE TRADITIONAL DOWNTOWN CORE
 - REMNANTS OF WYTHEVILLE'S EARLY HISTORIC RESIDENCES
 - TRANSITIONAL AREAS WITH PROMINENT HISTORIC HOMES
 - STRIP COMMERCIAL DEVELOPMENT.
- CAN ONE ZONING REGULATION BALANCE PRESERVATION OF AN AREA WITH FOUR DISTINCT CHARACTERISTICS



BUILDING HEIGHT STANDARDS

- THE CURRENT HEIGHT LIMIT FOR BUILDINGS IN ALL AREAS OF THE B-2 DT DISTRICT IS 75 FEET.
- 75 FEET IS THE STANDARD FOR BUILDINGS FROM 6 TO 7 STORIES TALL.
- THE 4-STORY BOLLING-WILSON HOTEL IS 46 FEET TALL, NOT COUNTING THE STAIRWELL.
- THE 3-STORY FORMER FIRST UNION BUILDING IS 38 FEET TALL.



DTB-1, DOWNTOWN CORE

- THIS DISTRICT IS DESIGNED TO PRESERVE THE CHARACTER OF THE TRADITIONAL DOWNTOWN CORE
- STOREFRONTS ARE CONSTRUCTED TO THE RIGHT-OF-WAY LINE.
- BUILDINGS ARE TWO TO THREE STORIES TALL.
- MANY BUILDINGS HAVE MIXED-USE, WITH RESIDENTIAL USE ABOVE A STOREFRONT.
- MIXED-USE IS NOT PERMITTED BY CURRENT ORDINANCE. EXISTING EXAMPLES ARE LAWFUL NONCONFORMING USES.
- MANY BUILDINGS HAVE FULL LOT COVERAGE.



RESIDENTIAL USE STANDARDS

- THE CURRENT STANDARDS FOR RESIDENTIAL USES IN THE CORE OF THE B-2 DT BUSINESS ZONING DISTRICT FOLLOW THE STANDARDS FOR R-2 RESIDENTIAL ZONING DISTRICT.
- ONLY SINGLE-FAMILY, DUPLEXES, TRIPLEXES AND FOURPLEXES ARE PERMITTED.
- THE MINIMUM FRONT SETBACK FOR RESIDENTIAL USE IS 20-FEET BUT MAY BE INCREASED TO 40-FEET UNDER CERTAIN CONDITIONS.
- SETBACKS MUST MATCH THE R-2 STANDARDS WITH 15-TO-24-FOOT SIDE YARDS AND 25-TO-49-FOOT REAR YARDS.



D. Zoning District Standards

Item	Zoning District Standards
Minimum Lot Size for various uses.	Not regulated. Public water and sewer are required for all uses in the DTB-1 Residential Business District.
Maximum Dwelling Unit Density.	45 bedrooms per acre.
Maximum Building Height.	75 Feet. Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.
Primary Building Setbacks.	Minimum Front: 0 feet. Maximum Front 15 feet. Corner Lot Side Yard: 0 feet. Interior Lot Side Yard: 0 feet with common firewall construction. Rear: 0 feet with firewall construction.
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side. 3 feet from any party lot line
Minimum Structure Separation	10 feet minimum between accessory structures and any habitable structure. 0 feet with code compliant firewall construction.
Minimum Floor Area for Dwellings.	Not regulated.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.)

DEVELOPMENT STANDARDS

DTB-1 DOWNTOWN BUSINESS CORE ZONING DISTRICT

- THIS NEW DISTRICT WILL GUIDE DEVELOPMENT THAT IS COMPATIBLE WITH THE HISTORIC DOWNTOWN DEVELOPMENT PATTERNS INCLUDING ZERO SETBACKS AND COMMON WALL CONSTRUCTION.
- IF EXISTING BUILDINGS IN THIS AREA WERE TO BE DESTROYED BY FIRE OR OTHER DISASTER, THEY COULD NOT BE RECONSTRUCTED IN THEIR CURRENT FORM UNDER EXISTING REGULATIONS.

DTB-2, DOWNTOWN EVANSHAM DISTRICT

- EXISTING BUILDING CHARACTER OF THE BUILDINGS INCLUDE THE FOLLOWING:
- STORES AND HOMES ARE INTERMIXED.
- SETBACKS BETWEEN BUILDINGS ARE CLOSE, BUT NOT ATTACHED.
- BUILDINGS ARE TWO STORIES TALL.
- SOME STRUCTURES ARE RESIDENTIAL, AND SOME ARE BUSINESSES.
- MIXED USE IS NOT PERMITTED BY CURRENT ORDINANCE. EXISTING EXAMPLES ARE LAWFUL NONCONFORMING USES.
- MOST BUILDINGS DO NOT HAVE FULL LOT COVERAGE.
- THERE ARE FEW IF ANY COMMON WALL STRUCTURES.
- SOME PORCHES ENCROACH ON THE PUBLIC RIGHT-OF-WAY.



RESIDENTIAL USE STANDARDS

- THE CURRENT STANDARDS FOR RESIDENTIAL USES IN THE EVANSHAM AREA OF THE B-2 DT BUSINESS ZONING DISTRICT FOLLOW THE STANDARDS FOR R-3 RESIDENTIAL ZONING DISTRICT.
- DUPLEXES, TRIPLEXES, FOURPLEXES AND LARGER MULTI-UNIT STRUCTURES ARE PERMITTED. THERE IS NO UPPER LIMIT ON THE NUMBER OF UNITS.
- THE MINIMUM FRONT SETBACK FOR RESIDENTIAL USE IS 15-FEET BUT MAY BE INCREASED TO 35-FEET UNDER CERTAIN CONDITIONS.
- SETBACKS MUST MATCH THE R-3 STANDARDS WITH 12-TO-30-FOOT SIDE YARDS AND 25-TO-43-FOOT REAR YARDS.



D. Zoning District Standards

Item	Zoning District Standards	
Minimum Lot Size for various uses.	Live-Work or Townhouse.	1,000 sq. ft.
	Single-family.	4,000 sq. ft.
	Duplex.	6,000 sq. ft.
	Business uses	Not regulated
	Public water and sewer are required for all uses in the DTB-2 Downtown Business Evansham District.	
Maximum Dwelling Unit Density.	20 bedrooms per acre.	
Maximum Building Height.	75 Feet. Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.	
Minimum Primary Building Setbacks.	Front: 5 feet or the average of setbacks of structures in the same block, whichever is less.	
	Corner Lot Side Yard: 10 feet.	
	Interior Lot Side Yard: 0 feet with common firewall construction. 5 feet setback for single or duplex units. 15 feet minimum between end units of townhouse or condominium style multi-family and multi-tenant commercial structures.	
	Rear: 10 feet.	
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side.	
	Height less than 8.5 feet: 3 feet from any party lot line.	
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	
	Height of 12 feet or more: Same setback as primary building side yard.	
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure.	
	15 feet minimum between any two habitable structures.	
Minimum Floor Area for Dwellings.	Not regulated.	
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.)	

DEVELOPMENT STANDARDS

DTB-2 DOWNTOWN BUSINESS EVANSHAM DISTRICT

- THIS NEW DISTRICT WILL GUIDE DEVELOPMENT THAT IS COMPATIBLE WITH THE HISTORIC DEVELOPMENT PATTERNS OF OLD EVANSHAM INCLUDING CLOSE SETBACKS AND HISTORIC COTTAGE STYLE CONSTRUCTION.
- UNDER CURRENT STANDARDS, IF THESE STRUCTURES ARE EVER DESTROYED BY FIRE OR OTHER DISASTER, THEY COULD NOT BE RECONSTRUCTED IN A SIMILAR DEVELOPMENT PATTERN.
- MIXED USE RESIDENTIAL IS NOT CURRENTLY ALLOWED. NEW USES MUST BE EITHER COMMERCIAL OR RESIDENTIAL FOLLOWING THE R-3 STANDARDS.

DTB-3, DOWNTOWN TRANSITIONAL AREAS

- EXISTING BUILDING CHARACTER OF THE BUILDINGS INCLUDE THE FOLLOWING:
- OFFICES, LODGING FACILITIES, AND HOMES ARE INTERMIXED.
- BUILDINGS ARE ONE OR TWO STORIES TALL.
- SOME STRUCTURES ARE RESIDENTIAL, AND SOME ARE BUSINESSES.
- MIXED USE IS NOT PERMITTED BY CURRENT ORDINANCE. EXISTING EXAMPLES ARE LAWFUL NONCONFORMING USES.
- MOST BUILDINGS DO NOT HAVE FULL LOT COVERAGE.
- THERE ARE FEW IF ANY COMMON WALL STRUCTURES.
- SOME COMMERCIAL USES HAVE PARKING IN FRONT OF THE STRUCTURE.



RESIDENTIAL USE STANDARDS

- THE CURRENT STANDARDS FOR RESIDENTIAL USES IN THE EVANSHAM AREA OF THE B-2 DT BUSINESS ZONING DISTRICT FOLLOW THE STANDARDS FOR R-3 RESIDENTIAL ZONING DISTRICT.
- DUPLEXES, TRIPLEXES, FOURPLEXES AND LARGER MULTI-UNIT STRUCTURES ARE PERMITTED. THERE IS NO UPPER LIMIT ON THE NUMBER OF UNITS.
- THE MINIMUM FRONT SETBACK FOR RESIDENTIAL USE IS 15-FEET BUT MAY BE INCREASED TO 35-FEET UNDER CERTAIN CONDITIONS.
- SETBACKS MUST MATCH THE R-3 STANDARDS WITH 12-TO-30-FOOT SIDE YARDS AND 25-TO-43-FOOT REAR YARDS.



D. Zoning District Standards

Item	Zoning District Standards	
Minimum Lot Size for various uses.	Live-Work or Townhouse.	1,000 sq. ft.
	Single-family.	4,000 sq. ft.
	Duplex.	6,000 sq. ft.
	Triplex.	8,000 sq. ft.
	Four to eight-unit multi-plex.	10,000 sq. ft.
	Business uses	Not regulated
	Public water and sewer are required for all uses in the DTB-3 Downtown Business Transitional District.	
Maximum Dwelling Unit Density.	45 bedrooms per acre.	
Maximum Building Height.	75 Feet. Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.	
Minimum Primary Building Setbacks.	Front: 10 feet or the average of setbacks of structures in the same block, whichever is greater.	
	Corner Lot Side Yard: 10 feet.	
	Interior Lot Side Yard: 0 feet with common firewall construction. 5 feet setback for single or duplex units. 15 feet minimum between end units of townhouse or condominium style multi-family and multi-tenant commercial structures.	
	Rear: 15 feet.	
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side.	
	Height less than 8.5 feet: 3 feet from any party lot line.	
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	
	Height of 12 feet or more: Same setback as primary building side yard.	
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.	
Minimum Floor Area for Dwellings.	Not regulated.	
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.)	

DEVELOPMENT STANDARDS

DTB-3 DOWNTOWN BUSINESS TRANSITIONAL ZONING DISTRICT

- THIS NEW DISTRICT WILL GUIDE DEVELOPMENT TO PROVIDE A COMPATIBLE TRANSITION TO THE HISTORIC DOWNTOWN INCLUDING PRESERVATION OF AN ESTABLISHED RESIDENTIAL CHARACTER WHILE ALLOWING COMPATIBLE BUSINESS USES.
- TYPICAL SETBACKS IN THIS AREA ARE LARGER THAN IN THE EVANSHAM DISTRICT OR THE DOWNTOWN CORE. THIS FUNDAMENTAL DIFFERENCE IN SITE LAYOUT MAKES IT IMPOSSIBLE TO SET ONE STANDARD THAT WORKS TO PRESERVE THE CHARACTER OF EACH AREA.

7-C

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	Introduction of Residential District Changes Presentation

SUMMARY:

Presentation by Planning Director Woods regarding the proposed modifications to the existing Residential Zoning Districts as part of the UDO.

Recommended Action

No action required.

ARTICLE VIII - RESIDENTIAL DISTRICT R-3

8-1 USE REGULATIONS:

In Residential District R-3, structures to be erected or land to be used shall be for one or more of the following uses:

- 8-1.1 Single-family dwellings. Dwellings shall be of conventional site-built construction; modular homes (industrialized building units) according to the [Uniform Statewide Building Code](#) (USBC); or shall be “on-frame” modular construction with a minimum roof pitch of 4/12, wood, vinyl or similar siding, or brick, and shall have a permanent foundation of masonry or concrete.⁷⁰
- 8-1.2 Multiple-family dwellings.
- 8-1.3 Existing structures may be converted to multiple-family dwellings provided all requirements of this article are met.¹⁵
- 8-1.4 Mobile homes or manufactured homes with special exception permit.^{35 41}
- 8-1.5 Home Occupations and Home Occupations - Internet Based as defined herein.⁸³
- 8-1.6 Rest homes.
- 8-1.7 Tourist homes.
- 8-1.8 Rooming and boarding houses.
- 8-1.9 Public and semi-public uses, such as schools, churches, libraries, hospitals (not special care), and private schools with conditional use permit.³
- 8-1.10 Public or community operated playgrounds, parks, and similar recreational facilities.
- 8-1.11 Public utilities: poles, lines, distribution transformers, pipes, meters, and other facilities necessary for the provision and maintenance of public utilities, including water and sewerage facilities.
- 8-1.12 Accessory buildings, structures, and/or apparatus permitted as defined; however, garages, carports or other accessory structures attached to the main building shall be considered part of the main building. No accessory building may be closer to any property line as provided hereinafter, with exception that this shall not apply to an alley line. Accessory buildings are permitted in rear yards only. The total ground area occupied by accessory buildings may not exceed twenty-five percent (25%) of the rear yard area. Accessory buildings on corner lots may not be closer to the street line than

the minimum side yard for a dwelling on such lots.⁴⁰ Satellite dish antennas larger than three (3) feet in diameter shall be considered accessory structures and shall be setback at least five (5) feet from the property line.⁴⁹

- A. Semi-trailers which are licensed shall be permitted as defined in the Definitions section of this ordinance.⁵⁷
- B. Shipping containers shall be permitted as defined in the Definitions section of this ordinance.⁵⁷ In Residential Districts, shipping containers shall be treated as accessory structures and shall have a permanent foundation constructed of masonry, treated wood, steel piers, or continuous masonry. Shipping containers are subject to all limitations of accessory structures within the R-3 Zone. Units supported on piers shall be anchored by mobile home anchors or similar devices. Shipping containers that are visible from the public right-of-way shall be screened from view with a screen fence, (See Section 16-20.6 Chart 2) or a vegetative screen as described in the standards for Buffer Yard Regulations (See Section 16-16).¹⁰⁵

8-1.13 Signs permitted under Chapter 21 of this Ordinance regulating outdoor advertising.²⁴

8-1.14 Off-street parking as required by this Ordinance.

8-1.15 Homestay.⁹⁸

8-1.16 Temporary Family Health Care Structure.¹⁰⁰

8-1.17 Property Owner Scale Solar Collection Systems as defined in Article XXIV¹⁰⁷

8-2 AREA REGULATIONS:

8-2.1 For residential lots containing or intended to contain a single-family dwelling served by public water and sewage disposal, the minimum lot area shall be nine thousand (9,000) square feet.

8-2.2 For residential lots containing or intended to contain a single-family dwelling served by public water systems, but having individual sewage disposal, the minimum lot area shall be fifteen thousand (15,000) square feet.

8-2.3 For residential lots containing or intended to contain a single-family dwelling served by individual water and sewage disposal systems, the minimum lot area shall be fifteen thousand (15,000) square feet.

8-2.4 For residential lots containing or intended to contain a multiple-family dwelling served by public water and sewage disposal systems, the minimum lot area shall be eleven thousand (11,000) square feet for two-family

dwelling, thirteen thousand five hundred (13,500) square feet for three-family dwelling and sixteen thousand (16,000) square feet for four or more families.¹

8-2.5 For residential lots containing or intended to contain a multiple-family dwelling served by public water and individual sewage disposal systems, the minimum lot area shall be subject to approval of the Health Department but in no case be less than sixteen thousand (16,000) square feet.

8-2.6 For residential lots containing or intended to contain a multiple-family dwelling served by individual water and sewage disposal systems, the minimum lot area shall be subject to approval of the Health Department but in no case be less than sixteen thousand (16,000) square feet.

8-2.7 For a lot on which there is an existing structure, which is to be converted to a multiple-family dwelling as provided herein the minimum lot area for the conversion of such structure shall comply with the lot area requirements of this district.¹⁵

8-2.8 For permitted uses utilizing individual sewage disposal systems, the required area for any such use shall be approved by the health official. The administrator may require a greater area if considered necessary by the health official.

8-2.9 Where a public water system is not available, the private water system shall be approved by the health official.

8-3 **SETBACK REGULATIONS:**

In the R-3 Residential District, no building shall be erected, reconstructed, or altered nearer to the street line on which it faces than the average setback observed by the buildings on the same side of the street and fronting thereon but in no case less than fifteen (15) feet. The setback measurements within the same block shall be determined from the street line to the front wall of the building, provided there is no front porch, or if the front porch does not extend beyond the front wall. If the front porch extends beyond the front wall, or if there are future plans for a front porch, the depth of such porch must be added to the setback measurements.

8-3.1 The side line of a building on a corner lot shall not be a factor in establishing the setback line.

8-3.2 Deleted 7-23-79.⁷

8-3.3 Where there is no building on either side of the street within the block, the setback shall not be less than twenty-five (25) feet provided that on a hillside street if the natural slope of the ground on either side of a street and within a block is such that the average difference in elevation between the sidewalk

grade and the lot grade at the setback line provided for herein is greater than five (5) feet, the setback line shall be established at a distance back where such difference in elevation is five (5) feet, provided further that no such line shall be less than fifteen (15) feet from the street line.

8-3.4 In no case shall the required setback be more than forty (40) feet.

8-4 FRONTAGE REGULATIONS:

For single-family dwellings the minimum lot width at the setback line shall be sixty (60) feet, and for each additional dwelling unit, there shall be at least twelve (12) feet of additional lot width at the setback line. See Section 3-77 for 7-23-79 changes.

8-5 YARD REGULATIONS:

8-5.1 **Side:** The minimum side yard for a single-family dwelling shall be twelve (12) feet and the total width of the two required side yards shall be twenty-four (24) feet.¹⁰² For multiple-family units, the minimum side yard requirement as stated for a single-family dwelling shall be increased by three (3) feet for each family unit over one (1). The maximum, in such case, need not exceed thirty (30) feet.

8-5.2 **Rear:** Each single-family dwelling shall have a rear yard with a minimum depth of twenty-five (25) feet. For multiple-family units, the minimum rear yard requirement as stated for a single-family dwelling shall be increased by six (6) feet for each family over one (1). The maximum, in such case, need not exceed forty-three (43) feet.

8-6 HEIGHT REGULATIONS:

Buildings may be erected up to thirty-five (35) feet in height from grade except that:

8-6.1 The height limit for dwellings may be increased up to fifteen (15) feet provided there are two (2) side yards, each of which is fifteen (15) feet or more.

8-6.2 A public or semi-public building, such as a school, church, library, professional building, or hospital may be erected to a height of sixty (60) feet from grade provided that required front, side and rear yards shall be increased one (1) foot for each foot in height over thirty-five (35) feet.

8-6.3 Church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flag poles, television antennae and radio aerials are exempt. Parapet walls may be up to four (4) feet above the height of the building on which the walls

rest. Television and radio aerials shall not be for commercial use and shall be for receiving only, except for amateur or "ham" radio aerials.⁴⁹

- 8-6.4 Accessory buildings with an eave height of twelve (12) feet or more shall be located not less than ten (10) feet from any party lot line; accessory buildings with an eave height of eight feet six inches (8'6") but less than twelve (12) feet shall be located not less than five (5) feet from any party lot line; accessory buildings with an eave height of less than eight feet six inches (8'6") shall be located not less than three (3) feet from any party lot line; eave height is measured from the ground to the eave of the roof.³²

8-7 SPECIAL PROVISIONS FOR CORNER LOTS:

- 8-7.1 Of the two sides of a corner lot, the front may be deemed to be either of the two sides fronting on streets.¹⁵
- 8-7.2 For subdivisions platted after the enactment of this Ordinance, each corner lot shall have a minimum width at the setback line of seventy (70) feet or more.

8-8 SPECIAL PROVISIONS FOR RESIDENCES:

- 8-8.1 Each residence shall have at least two (2) rooms, one of which shall be a full bath.
- 8-8.2 Each residence shall have a minimum floor area outside the walls, excluding garages, carports, and terraces of not less than seven hundred (700) square feet.^{15 96}
- 8-8.3 Each residence shall occupy a minimum ground area figured to the outside of the foundation walls, excluding garages, porches, carports, and terraces, of not less than six hundred (600) square feet.¹⁵
- 8-8.4 Each residence shall be equipped with a central heating system or the equivalent capable of adequately heating all rooms.
- 8-8.5 Each residence shall be connected to the Town sewer system where connection to such is available, and in the absence of availability, to an approved septic tank system.
- 8-8.6 For multiple-family units the minimum floor area of six hundred fifty (650) square feet, as provided for a single-family residence, shall be increased by a minimum of three hundred twenty-five (325) square feet for each additional living unit over one (1).
- 8-8.7 For multiple-family units the minimum ground area of five hundred (500) square feet, as provided for a single-family unit, shall be increased by a

minimum of two hundred fifty (250) square feet for each additional living unit over one (1). However, the ground area for a multiple-family structure need not exceed a maximum of fifteen hundred (1,500) square feet.

8-8.8 Swimming pools, both semi-permanent and permanent, shall be constructed only in a rear yard.

8-8.9 Deleted 3-1-22.¹⁰⁵

8-9 SPECIAL PROVISIONS OF ZONING REQUIREMENTS IN OLDER NEIGHBORHOODS:⁵⁸

In R-3 Residential Districts, developed lots platted before 1969 and used for single family residences are permitted to have the following:

8-9.1 Where the minimum lot width is 60 feet or less, the minimum side yard setback may be 5 feet and the combined width for the two required side yards shall be a minimum of 10 feet, provided that in the opinion of the Zoning Administrator the topography and adjoining lot setback allow adequate space between residences to permit reasonable access to emergency personnel in the event of a fire or other threat to life and property. In no case shall the side yard be decreased from its present width by an addition.

8-9.2 Accessory buildings may be permitted in the side yard when an addition to the residence would extend the side yard to include the accessory structure or a portion of the structure in the side yard, provided that the accessory structure is determined by the building official to be in good condition according to the [Virginia Maintenance Code](#). An addition to the residence shall not reduce the rear yard setback to less than 20 feet, and any accessory structures in the newly established rear yard shall not exceed 50% of the rear yard area. Carports or other open structures may be permitted in the side yard when the compliance with the Building Code and the setbacks above may be achieved.

8-10 FENCING & SCREENING REGULATIONS¹⁰⁵

8-10.1 See Section 16-20 for general fencing and screening regulations.¹⁰⁵

8-10.2 Trash and Refuse Storage: Dumpster enclosures, as described in the chart found in Section 16-20.6, are required for all multi-family housing uses with five (5) or more units, and all public and semi-public uses, such as schools, churches, libraries, hospitals, and private schools. The Zoning Administrator may waive the dumpster enclosure requirement for small facilities if evidence is provided that an alternative trash removal system is provided.¹⁰⁵

70
15
35
41
83
3
40
49
57
57
105
24
98
100
107
1
15
7
102
49
32
15
15
96
15
105
58
105
105
105

EXISTING RESIDENTIAL ZONING DISTRICTS

- THE EXISTING RESIDENTIAL ZONING DISTRICTS ARE AS FOLLOWS
 - **A-1 AGRICULTURAL**
 - **R-1 RESIDENTIAL**
 - **R-2 RESIDENTIAL**
 - **R-3 RESIDENTIAL**
 - **RH HISTORIC RESIDENTIAL (CURRENTLY R-1M RESIDENTIAL)**
 - **RMH RESIDENTIAL MANUFACTURED HOME (CURRENTLY R-3 MH RESIDENTIAL)**

BUILDING SETBACKS

Existign House	Estimated Setback
1	19
2	27
3	82
4	29
5	19
6	22
Sum	198
Average	33

- CALCULATION PROCESS
 - THE FIRST STEP IS TO MEASURE THE SETBACKS OF ALL EXISTING STRUCTURES ON EITHER SIDE OF THE BLOCK.
 - CORNER SIDE YARDS ARE NOT USED TO CALCULATE THE AVERAGE.
 - THE AVERAGE IS CALCULATED.
 - OUTLIERS TEND TO SKEW THE AVERAGE TOWARDS LARGER SETBACKS.



BUILDING SETBACKS

- STEEP SLOPE EXCEPTION
 - THIS EXAMPLE WOULD SET THE SETBACK AT 17 FEET EVEN THOUGH THE REST OF THE NEIGHBORHOOD HAS 40-FOOT MINIMUM SETBACKS.
 - IT IS NOT CLEAR THAT THE REDUCED SETBACKS MAKE THE SITE MORE BUILDABLE OR THAT AESTHETICS WOULD BE IMPROVED.



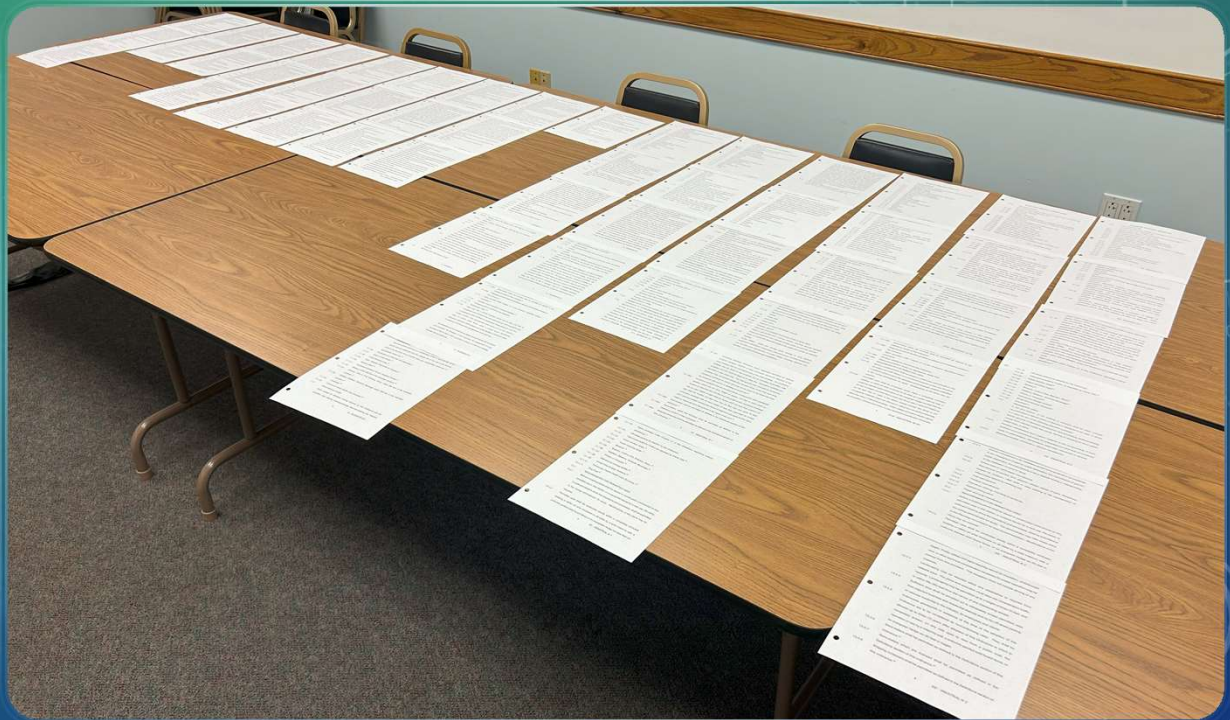
MANUFACTURED HOME PARKS

- STANDARDS ARE UNCLEAR
 - TWO EXISTING PARKS SHARE THE R-3 MH ZONING DISTRICT CLASSIFICATION
 - SEVEN OTHER EXISTING PARKS ARE IN A-1, R-1, R-3, B-2, AND M-1 DISTRICTS.
 - THE R-3 MH ZONING DISTRICT REGULATIONS DO NOT PROVIDE ANY STANDARDS FOR MANUFACTURED HOME PARKS.



CLARITY AND BREVITY OF TEXT

- THE ORGANIZATION OF INFORMATION IS UNCLEAR
 - REGULATIONS ARE NOT CONSISTENTLY GROUPED FOR CLARITY.
 - DEFINITIONS ARE INCONSISTENT.
 - RULES SUCH AS SETBACK RULES ARE COMPLEX AND DIFFICULT TO UNDERSTAND.



EXISTING RESIDENTIAL ZONING DISTRICTS

- COMPARING CURRENT ORDINANCE TO UDO REGULATIONS
 - **A-1 AGRICULTURAL**
 - **R-1 RESIDENTIAL**
 - **R-2 RESIDENTIAL**
 - **R-3 RESIDENTIAL**
 - **RH HISTORIC RESIDENTIAL (CURRENTLY R-1M RESIDENTIAL)**
 - **RMH RESIDENTIAL MANUFACTURED HOME (CURRENTLY R-3 MH RESIDENTIAL)**
- A COMPARISON OF THE CURRENT VS PROPOSED REGULATIONS FOR EACH OF THESE DISTRICTS IS PROVIDED IN THE PACKET AND WILL BE DISCUSSED.

7-D

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	A-1 Agricultural Development Standards Presentation

SUMMARY:

Presentation by Planning Director Woods regarding the A-1 Agricultural Development Standards.

Recommended Action

No action required.

A-1 Agricultural Development Standards – UDO vs Current Ordinance

Item	UDO Zoning District Standards		Current Ordinance
Minimum Lot Size for various uses. The Health Official must approve any individual water or sewer system. The Zoning Administrator may require additional lot area for individual water or sewer systems if considered necessary by the Health Official.	Single-family with public water and sewer.	10,000 sq. ft.	Same as UDO.
	*Single-family with an individual onsite septic system.	30,000 sq. ft. with Health Dept. approval.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Single-family with individual onsite septic system and onsite water systems.	1 acre with Health Dept. approval.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	Cluster PUD or small lots with farm/open space preservation. Public sewer and water required. Must preserve at least 60% of site for farming, viewshed preserve, open space, or environmental preserve.	10 acres minimum for the overall PUD site. Minimum lot size within the PUD per Town Council Approval.	Not permitted
	*Connection to public water and sewer utilities is required for all uses when those utilities are available. Note: All multi-family, cluster development, public, and semi-public uses require public water and sewer systems.		Sewer and water connections are required when available.
Maximum Dwelling Unit Density.	One (1) single-family home, or one (1) duplex, and, subject to conditional use standards, one (1) accessory dwelling unit per parcel. All types of single-family homes are permitted.		One single-family home or one two-family home. (ADUs are not permitted. All types of single-family homes are permitted, including manufactured homes.
Maximum Building Height.	35 Feet. Exception for Residential Structures: Up to 45 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height. Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height. Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.		Same as proposed UDO

Setback Standards		
Minimum Primary Building Setbacks.	Front: 30 feet or the average of setbacks of structures in the same block, whichever is less, but not less than 20 feet.	<p>The average front yard setback of existing structures on either side of the block, but not less than 20 feet or more than 40 feet.</p> <p>Alternatively, 35 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 20 feet from the street line.</p>
	Corner Lot Side Yard: 20 feet.	15 feet or increased by 20% of the portion of the lot width that exceeds 90 feet but not more than 27 feet. (Note that the minimum lot width for corner lots must be increased to 100 feet, which would increase the side yard setbacks in this type of lot to 17 feet.)
	Interior Lot Side Yard: 15 feet.	15 feet or increased by 20% of the portion of the lot width that exceeds 90 feet but not more than 27 feet.
	Rear: 25 feet.	<p>25 feet for single-family.</p> <p>37 feet for two-family.</p>
Minimum Accessory Structure Setbacks.	Minimum setbacks for accessory structures adjacent to corner street-side yards shall be the same as for the primary structure along the street side.	Same as UDO.
All accessory structures must be located in the rear yard.	Height less than 8.5 feet: 3 feet from any party lot line.	Same as UDO.
	Height between 8.5 and 12 feet: 5 feet minimum from any party lot line.	Same as UDO.
	Height of 12 feet or more: Same setback as primary building side yard.	10 feet.
Other Standards		
Minimum Structure Separation.	<p>10 feet minimum between accessory structures and any habitable structure.</p> <p>15 feet minimum between any two habitable structures.</p> <p>Accessory structures may be attached to a primary structure provided that applicable fire and building code requirements are met. In such cases, the accessory structure is then considered part of the primary structure.</p>	Not specified, but current building code requirements already require similar separation.

Minimum Floor Area for Dwellings.	650 square feet.	650 sq. ft. and lot coverage of at least 500 sq. ft.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.	Lot width at setback line shall be at least 90 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but not specified in the district standards.
Permitted Uses.	<p>Same as existing ordinance except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are added as a use as required by the Code of Virginia. 2. Caretaker Residence is added as a permitted use. 3. Land Conservation is added as a permitted use. 4. Intense outdoor recreation activities will now require a Special Use Exception Permit. 5. Private Shooting and Archery Ranges are not mentioned as a use. Commercial Shooting Ranges and Archery Ranges will be reclassified as Intense Outdoor Recreation and will require a Special Use Exception Permit. 6. Small-Cell Telecom Sites are added as a conditional use. 7. Bed and Breakfast Inns, and Homestays will become conditional uses. 8. Shipping Containers or Semi-Trailers as Storage will become a conditional use. 9. Hospitals will no longer be permitted. 10. Assembly Halls will be allowed only with a Special Use Exception Permit. 11. Home Occupations become a conditional use. 12. Small Wind Energy Systems become a conditional use. 	<p>Same as UDO except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are not mentioned, but we are required by the Code of Virginia to allow temporary uses. 2. This use is not mentioned, but is allowable as a residential use. 3. Land Conservation is not mentioned, but is not prohibited. 4. Intense outdoor recreation is a by-right use. 5. Private Shooting and Archery Ranges are permitted. Commercial Shooting and Archery Ranges require a Special Exception Permit. 6. Small-Cell Telecom Sites aren't permitted, but Federal law protects the use. 7. These uses are currently permitted with owner occupancy only. 8. Shipping Containers or Semi-Trailers as Storage are currently permitted but development standards are hidden in the definition. 9. Hospitals are currently permitted as a public use. 10. Assembly Halls are not currently permitted. 11. Home Occupations are permitted but conditions are hidden in definitions. 12. Small Wind Energy Systems are a permitted use.

7-E

**WYTHEVILLE
PLANNING
COMMISSION**



**AGENDA ITEM
INFORMATION**

Meeting Date:	January 9, 2025
Subject:	R-1 Residential Development Standards Presentation

SUMMARY:

Planning Director Woods will present the Planning Commission with information regarding the R-1 Residential Development Standards.

Recommended Action

No action required.

R-1 Residential Development Standards – UDO vs Current Ordinance

Item	UDO Zoning District Standards		Current Ordinance
Minimum Lot Size for a Residence. The Health Official must approve any individual water or sewer system. The Zoning Administrator may require additional lot area for individual water or sewer systems if considered necessary by the Health Official.	Single-family with public water and sewer.	10,000 sq. ft.	Same as UDO
	*Single-family with an individual onsite septic system.	30,000 sq. ft. with Health Dept. approval.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Single-family with individual onsite septic system and onsite water systems.	1 acre with Health Dept. approval.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Connection to public water and sewer utilities is required for all uses when those utilities are available. Note: All public and semi-public uses require public water and sewer systems.		Sewer and water connections are required when available.
Maximum Dwelling Unit Density.	One (1) single-family home and subject to conditional use standards one (1) accessory dwelling unit per parcel.		One single-family unit per parcel. ADUs are not permitted.
Maximum Building Height.	35 Feet. Exception for Residential Structures: Up to 45 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height. Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height. Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.		Same as UDO.

Setback Standards		
Minimum Primary Building Setbacks.	Front: 30 feet or the average of setbacks of structures in the same block, whichever is less, but not less than 20 feet.	The average front yard setback of existing structures on either side of the block, but not less than 20 feet or more than 40 feet. Alternatively, 35 feet if there are no existing structures on either side of the block or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 20 feet from the street line.
	Corner Lot Side Yard: 20 feet.	15 feet. Minimum corner lot width is increased to 100 ft. at setback line.
	Interior Lot Side Yard: 15 feet.	Same as UDO.
	Rear: 25 feet.	Same as UDO.
Minimum Accessory Structure Setbacks. All accessory structures must be located in the rear yard.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side.	Same as UDO.
	Height less than 8.5 feet: 3 feet from any party lot line.	Same as UDO.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Same as UDO.
	Height of 12 feet or more: Same setback as primary building side yard.	10 feet.
Other Standards		
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.	Not specified, but current building code requirements already require similar separation.
Minimum Floor Area for Dwellings.	1,400 square feet.	1,400 sq. ft. and lot coverage area of at least 900 sq. ft.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.	Lot width at setback line shall be at least 90 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but not specified in the district standards.

Permitted uses.	<p>Same as existing ordinance except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are added as a use as required by the Code of Virginia. 2. All Home Occupations will be permitted as a conditional use. 3. Cultivation is added as a use. 4. Urban Livestock and Nontraditional Pets were added as conditional uses. 5. Intense outdoor recreation activities will now require a Special Use Exception Permit. 6. Land Conservation is added as a permitted use. 7. Outdoor Heating Units will be permitted as a conditional use. 8. Beekeeping will be allowed as a conditional use. 9. Chicken Keeping is added as a conditional use. 10. State Authorized Group Homes are added as a permitted use. 11. Accessory Dwelling Units (ADUs) will be allowed as a conditional use. 12. Family Day Homes (Caring for 5 to 12 children) are added as use eligible for a Special Use Exception Permit. 13. Small-Cell Telecom Site is added as a conditional use. 14. Semi-Trailer and Shipping Container Storage will no longer be permitted. 15. Cemeteries were added as a conditional use. 16. Rural Village PUD is added as a use that is eligible for a Special Use Exception Permit in recognition that there are large undeveloped tracts available within the district that may be appropriate for the use. 	<p>Same as UDO except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are not mentioned but must be allowed per the Code of Virginia. This category includes construction activity, tents, bounce houses and similar uses. 2. Only "Internet-based" Home Occupations are permitted. No conditional use standards are provided except under definitions. 3. Cultivation is not specifically mentioned, but is not prohibited. 4. Urban Livestock has continued as a historical use or been approved repeatedly by Special Exception Permit. Nontraditional Pets are not regulated. 5. Intense outdoor recreation is a by-right use. 6. Land Conservation is not mentioned, but there is nothing prohibiting the use. 7. Outdoor Heating Units are not permitted. 8. Beekeeping is not regulated. 9. Chicken Keeping is allowed by Town Code. 10. State Authorized Group Homes are allowed in any zoning district where any type of single family home is permitted per the Code of Virginia. 11. ADUs are not permitted. 12. The Family Day Home use is not listed, but an applicant can currently request a Special Exception permit for this use. 13. Small-Cell Telecom Sites are not permitted, but Federal law requires that they be allowed in all zones. 14. Shipping Containers and Semi-Trailers can be used for storage if screened from the street. 15. Cemeteries are not mentioned, but exist within the district. 16. Rural Village PUDs are not mentioned, but a PUD application for the use is possible. The current PUD process is similar to a Special Exception Permit.
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7-F

WYTHEVILLE PLANNING COMMISSION



AGENDA ITEM INFORMATION

Meeting Date:	January 9, 2025
Subject:	R-H and R-1M Residential Development Standards Presentation

SUMMARY:

Planning Director Woods will present the Planning Commission with information regarding the R-H and R-1M Residential Development Standards.

Recommended Action

No action required.

RH and R-1M Residential Development Standards – UDO vs Current Ordinance

Item	UDO Zoning District Standards	Current Ordinance
Minimum Lot Size for a Residence.	8,000 sq. ft. Note: Only stick built or modular homes on permanent foundations are allowed.	10,000 sq. ft. Note: 22 existing buildable parcels (23% of existing parcels) are smaller than 10,000 square feet. Of those, 10 have existing single family homes, 8 have existing townhouses, and 4 are undeveloped. This change would give all of the parcels with homes and three of the undeveloped parcels conforming status.
	Public water and sewer are required for all uses in the RH Historic Residential District.	Sewer and water connections are required when available, and the entire district is served by public utilities.
Maximum Dwelling Unit Density.	One (1) single-family home and subject to conditional use standards one (1) accessory dwelling unit per parcel.	One single-family unit per parcel. ADUs are only allowed by conversion of an historic structure with a Special Exception Permit. There are at least 7 known existing ADUs.
Maximum Building Height.	35 Feet. Exception for Residential Structures: Up to 50 feet provided that all side yards are at least 15 feet in width. Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 42 feet of building height. Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.	Same as UDO. Note: The determination of additional height allowance in this zoning district is different than other residential districts in the current ordinance. The requirement for additional side yard setbacks is eliminated in favor of compliance with the minimum 15 foot side yard setbacks. Note: The increased setback for public and semi-public buildings over 35 feet tall is reduced in this zoning district in the current ordinance. 42 feet in height is the trigger point for additional side yard setbacks rather than 35 feet as in other residential districts. The reason for this difference is not clear.

Setback Standards		
Minimum Primary Building Setbacks.	Front: 25 feet or the average of setbacks of structures in the same block, whichever is less, but not less than 15 feet.	<p>The average front yard setback of existing structures on either side of the block, but not less than 20 feet or more than 40 feet.</p> <p>Alternatively, 35 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 20 feet from the street line.</p>
	Interior Lot Side Yard or Corner Lot Side Yard: 15 feet.	Same as UDO.
	Rear: 25 feet.	Same as UDO.
Minimum Accessory Structure Setbacks.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side.	Same as UDO.
All accessory structures must be located in the rear yard.	Height less than 8.5 feet: 3 feet from any party lot line.	Same as UDO.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Same as UDO.
	Height of 12 feet or more: Same setback as primary building side yard.	10 feet.
Minimum Structure Separation.	<p>10 feet minimum between accessory structures and any habitable structure.</p> <p>15 feet minimum between any two habitable structures.</p>	Not specified, but current building code requirements already require similar separation.
Minimum Floor Area for Dwellings.	1,400 square feet.	1,400 sq. ft. and lot coverage area of at least 900 sq. ft.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.	<p>Lot width at setback line shall be at least 90 feet. The minimum width for newly platted corner lots is 100 feet.</p> <p>Minimum frontage at the street is set at 60 feet in the definitions chapter, but not specified in the district standards.</p>

Permitted uses.	<p>Same as existing ordinance except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are added as a use as required by the Code of Virginia. 2. Cultivation is added as a use. 3. Intense Outdoor Recreation will now require a Special Use Exception Permit. 4. Land Conservation is added as a permitted use. 5. Urban Livestock and Nontraditional Peds were added as conditional uses 6. All Home Occupations will be permitted as a conditional use. 7. Outdoor Heating Units will be permitted as a conditional use. 8. Beekeeping will be allowed as a conditional use. 9. Chicken Keeping is added as a conditional use. 10. State Authorized Group Homes are added as a permitted use. 11. Accessory Dwelling Units (ADUs) will be allowed as a conditional use. (There are at least 7 known existing ADUs in this district.) 12. Family Day Homes (Caring for 5 to 12 children) are added as eligible for a Special Use Exception Permit. 13. Semi-Trailer and Shipping Container Storage will no longer be permitted. 14. Small-Cell Telecom Sites are added as a conditional use. 	<p>Same as UDO except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are not mentioned but must be allowed per the Code of Virginia. 2. Cultivation is not specifically mentioned, but is treated as a by right use. 3. Intense Outdoor Recreation is permitted as a public use. 4. Land Conservation is not mentioned, but there is nothing prohibiting the use. 5. Urban Livestock has continued as a historical use or by Special Exception. Nontraditional Pets aren't regulated. 6. Only "Internet-based" Home Occupations are permitted. No conditional use standards are provided. 7. Outdoor Heating Units are not permitted. 8. Beekeeping is not regulated. 9. Chicken Keeping is allowed under Town Code. 10. State Authorized Group Homes are allowed where single family homes are permitted per the Code of Virginia. 11. ADUs are only permitted in existing historic structures by Special Exception Permit. The historic character of the structure must be preserved. 12. Family Day Homes are not mentioned, but an applicant can currently request a Special Exception permit for this use. 13. Shipping Containers and Semi-Trailers can be used for storage if screened from the street. 14. Small-Cell Telecom Sites aren't permitted, but Federal law protects the use.
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7-G

**WYTHEVILLE
PLANNING
COMMISSION**



**AGENDA ITEM
INFORMATION**

Meeting Date:	January 9, 2025
Subject:	R-2 Residential Development Standards Presentation

SUMMARY:

Planning Director Woods will present information to the Planning Commission regarding the R-2 Residential Development Standards.

Recommended Action

No action required.

R-2 Residential Development Standards – UDO vs Current Ordinance

Item	UDO Zoning District Standards		Current Ordinance
Minimum Lot Size for various uses. The Health Official must approve any individual water or sewer system. The Zoning Administrator may require additional lot area for individual water or sewer systems if considered necessary by the Health Official.	Single-family with public water and sewer.	8,000 sq. ft.	10,000 sq. ft.
	Duplex with public water and sewer.	10,000 sq. ft.	12,000 sq. ft.
	Triplex with public water and sewer.	12,000 sq. ft.	14,000 sq. ft.
	Fourplex with public water and sewer.	14,000 sq. ft.	16,000 sq. ft.
	*Single-family with individual onsite septic system.	30,000 sq. ft. with Health Dept. approval.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Single-family with individual onsite water system with or without an onsite septic system.	1 acre with Health Dept. approval.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Connection to public water and sewer utilities is required for all uses when those utilities are available. Note: All multi-family, cluster development, public, and semi-public uses require public water and sewer systems. Note: Townhouses and Condominiums are subject to the same lot size and unit density regulations as other multiplex housing types.		Sewer and water connections are required when available. Note: The current ordinance also allows multi-family and other permitted uses to utilize onsite water and sewer systems with a minimum of 16,000 sq. ft. and health department approval. Townhouses and condominiums are only allowed currently through the respective standards in Articles 18 and 20, or through the provisions of the PUD ordinance in Article 19.
Maximum Dwelling Unit Density.	One (1) single-family home, or one multi-unit housing structure with up to four (4) units, and, subject to conditional use standards, one (1) accessory dwelling unit per parcel. Note: Using similar calculations to determine dwelling unit density for the current ordinance at the right, this standard could result in about 15 units per acre and 42 bedrooms per acre may be possible. Typically, few of these units are three bedroom, so the actual number may be less.		Not specified, but assuming the maximum number of units on 16,000 square foot lots, a density of around 11 units per acre or 33 bedrooms per acre could be achieved. Typically, few of these units are three bedroom units, so the actual number would probably be less.

Maximum Building Height.	<p>35 Feet.</p> <p>Exception for Residential Structures: Up to 45 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.</p>	<p>35 feet.</p> <p>Exception for Residential Structures: Up to 50 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.</p>
Setback Standards		
Minimum Accessory Structure Setbacks.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side.	Same as UDO.
All accessory structures must be located in the rear yard.	Height less than 8.5 feet: 3 feet from any party lot line.	Same as UDO.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Same as UDO.
	Height of 12 feet or more: Same setback as primary building side yard.	10 feet.
Minimum Primary Building Setbacks.	<p>Front: 25 feet or the average of setbacks of structures in the same block, whichever is less, but not less than 15 feet.</p> <p>Note: The UDO standards measure the setback from the right-of-way line rather than the street line.</p>	<p>The average front yard setback of existing structures on either side of the block, but not less than 20 feet or more than 40 feet.</p> <p>Alternatively, 30 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 15 feet from the street line.</p>

Side and Rear Yard Setbacks				
Number of dwelling units	Minimum Side Yard setback in UDO	Minimum Rear Yard Setback in UDO	Minimum Side Yard Setback in Current Ordinance	Minimum Rear Yard Setback in Current Ordinance
1	Interior side yard 10 Feet (15 corner lot side yard).	25 Feet	15 Feet	25 Feet
2	Interior side yard 13 Feet (15 corner lot side yard).	25 Feet	18 Feet	28 Feet
3	Interior side yard 16 Feet (15 corner lot side yard).	25 Feet	21 Feet	31 Feet
4	Interior side yard 19 Feet (15 corner lot side yard).	25 Feet	24 Feet	34 Feet
Other Standards				
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.		Not specified, but current building code requirements already require similar separation.	
Minimum Floor Area for Dwellings.	1,150 square feet.		Number of Units	Minimum Floor Area
			1 Unit	1,150 sq. ft.
			2 Units	1,500 sq. ft.
			3 Units	2,000 sq. ft.
			4 Units	2,500 sq. ft.
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.		Lot width at setback line shall be at least 70 feet. For each additional unit above 1, the minimum lot width shall increase by 10 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but not specified in the district standards.	

Permitted uses.	<p>Same as existing ordinance except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are added as a use as required by the Code of Virginia. 2. Cultivation is added as a use. 3. Intense Outdoor Recreation will require a Special Use Exception Permit. 4. Urban Livestock and Nontraditional Pets were added as conditional uses 5. Land Conservation is added as a permitted use. 6. Single-family dwellings and On-frame modular homes were redefined, but remain permitted in R-2 Residential. Manufactured homes remain permitted by Special Use Exception only. 7. Outdoor Heating Units will be permitted as a conditional use. 8. Beekeeping will be allowed as a conditional use. 9. Chicken Keeping is added as a conditional use. 10. State Authorized Group Homes are added as a permitted use. 11. Accessory Dwelling Units (ADUs) will be allowed as a conditional use. (There are at least 2 known existing ADUs in this district.) 12. Townhouses and Condominiums are added as a conditional use. 13. Family Day Homes (Caring for 5 to 12 children) are added as use eligible for a Special Use Exception Permit. 14. Small-Cell Telecom Sites are added as a conditional use. 15. Hospitals and Rest Homes are no longer permitted. 16. Homestays will no longer be permitted. 17. Cemeteries were added as a conditional use. 18. Semi-Trailer and Shipping Container Storage will no longer be permitted. 19. On-frame Modular Homes are added as a conditional use. 20. Home Occupations become a conditional use. 	<p>Same as UDO except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are not mentioned but must be allowed per the Code of Virginia. 2. Cultivation is not mentioned, or prohibited. 3. Intense outdoor recreation is a by-right use. 4. Urban Livestock is a grandfathered use or approved repeatedly by Special Exception Permit. Nontraditional Pets aren't regulated. 5. Land Conservation is not mentioned, but there is nothing prohibiting the use. 6. Single-family dwellings and On-frame modular homes were redefined, but remain permitted in R-2 Residential. Manufactured homes are allowed by Special Exception only. 7. Outdoor Heating Units are not permitted. 8. Beekeeping is not regulated. 9. Chicken Keeping is allowed under Town Code. 10. State Authorized Group Homes are allowed in any zoning district where any type of single family home is permitted per the Code of Virginia. 11. ADUs are not permitted except as part of a multi-family structure of four units or less. 12. Townhouses and Condominiums are allowed through Articles 18, 19, and 20. 13. Family Day Homes are not mentioned, but an applicant can currently request a Special Exception permit for this use. 14. Small-Cell Telecom Sties aren't permitted, but Federal law protects the use. 15. Hospitals and Rest Homes are permitted as a public use. 16. Homestays are permitted with owner occupancy and registration only. 17. Cemeteries are not mentioned, but exist within the district. 18. Shipping Containers & Semi-Trailers can be used for storage if screened from the street. 19. On-frame Modular Homes are permitted through definition only. 20. Home Occupations are permitted but conditions are hidden in definitions.
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7-H

WYTHEVILLE
PLANNING
COMMISSION



AGENDA ITEM
INFORMATION

Meeting Date:	January 9, 2025
Subject:	R-3 Residential Development Standards Presentation

SUMMARY:

Planning Director Woods will present information to the Planning Commission regarding the R-3 Residential Development Standards.

Recommended Action

No action required.

R-3 Residential Development Standards – UDO vs Current Ordinance

Item	UDO Zoning District Standards		Current Ordinance
Minimum Lot Size for various uses. The Health Official must approve any individual water or sewer system. The Zoning Administrator may require additional lot area for individual water or sewer systems if considered necessary by the Health Official.	Cottage Home or Townhouse with public water and sewer.	4,000 sq. ft.	Not permitted except in Small-Lot, Small-Home Overlay District.
	Single-family with public water and sewer.	6,000 sq. ft.	9,000 sq. ft.
	Duplex with public water and sewer.	9,000 sq. ft.	11,000 Sq. Ft.
	Triplex with public water and sewer.	11,000 sq. ft.	13,500 Sq. Ft.
	Four to twelve-unit multi-plex with public water and sewer.	3,250 sq. ft per unit.	16,000 Sq. Ft.
	*Single-family with individual onsite septic system.	30,000 sq. ft.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Single-family with individual onsite water system with or without an onsite septic system.	1 acre.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	*Connection to public water and sewer utilities is required for all uses when those utilities are available. Note: All multi-family, cluster development, public, and semi-public uses require public water and sewer systems. Note: Townhouses and Condominiums are subject to the same lot size and unit density regulations as other multiplex housing types.		Sewer and water connections are required when available. Note: The current ordinance also allows multi-family and other permitted uses to utilize onsite water and sewer systems with a minimum of 16,000 sq. ft. and health department approval. Townhouses and condominiums are only allowed currently through the respective standards in Articles 18 and 20, or through the provisions of the PUD ordinance in Article 19.
Maximum Dwelling Unit Density.	45 bedrooms per acre.		No limit on dwelling unit density is specified. The highest density examples of existing multi-family developments constructed under the R-3 Residential standards measures about 21 units per acre or 40 to 45 bedrooms per acre.

Maximum Building Height.	<p>35 Feet.</p> <p>Exception for Residential Structures: Up to 45 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.</p>	<p>35 feet.</p> <p>Exception for Residential Structures: Up to 50 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.</p>
Setback Standards		
Minimum Accessory Structure Setbacks.	Minimum setbacks for accessory structures adjacent to corner-street-side yards shall be the same as for the primary structure along the street side.	Same as UDO.
All accessory structures must be located in the rear yard.	Height less than 8.5 feet: 3 feet from any party lot line.	Same as UDO.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Same as UDO.
	Height of 12 feet or more: Same setback as primary building side yard.	10 feet.
Minimum Primary Building Setbacks.	Front: A minimum of 20 feet or the average of setbacks of structures in the same block, whichever is less, but not less than 10 feet.	<p>The average front yard setback of existing structures on either side of the block, but not less than 15 feet or more than 40 feet.</p> <p>Alternatively, 25 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 15 feet from the street line.</p>

Side and Rear Yard Setbacks				
Number of dwelling units	Minimum Side Yard setback in UDO	Minimum Rear Yard Setback in UDO	Minimum Side Yard Setback in Current Ordinance	Minimum Rear Yard Setback in Current Ordinance
1	Interior side yard 5 Feet (15 corner lot side yard).	25 Feet	12 Feet	Same as UDO
2	Interior side yard 15 Feet Corner lot side yard 15 feet.	25 Feet	15 Feet	28 Feet
3	Interior side yard 18 Feet Corner lot side yard 15 feet.	25 Feet	18 Feet	31 Feet
4	Interior side yard 21 Feet Corner lot side yard 15 feet.	25 Feet	21 Feet	34 Feet
5	Interior side yard 24 Feet Corner lot side yard 15 feet.	25 Feet	24 Feet	37 Feet
6	Interior side yard 27 Feet Corner lot side yard 15 feet.	25 Feet	27 Feet	40 Feet
7 or more	Interior side yard 30 Feet Corner lot side yard 15 feet.	25 Feet	30 Feet	43 Feet
Calculation Standard	Minimum 12-foot setback for multi-family uses plus 3 feet for every unit above 1 but not more than 30 feet.	25 Feet	Same as UDO	Minimum rear yard setback of 25 feet plus 3 feet for every unit above 1 but no more than 43 feet.

Other Standards				
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.	Not specified, but current building code requirements already require similar separation.		
Minimum Dwelling Floor Area.	700 square feet.	Number of Units	Minimum Floor Area	Minimum Ground Area
		1 Unit	700 sq. ft.	500 sq. ft.
		2 Units	975 sq. ft.	750 sq. ft.
		3 Units	1,300 sq. ft.	1,000 sq. ft.
		4 Units	1,625 sq. ft.	1,250 sq. ft.
		5 Units	1,950 sq. ft.	1,500 sq. ft.
		6 Units	2,275 sq. ft.	1,500 sq. ft.
		7 Units	2,600 sq. ft.	1,500 sq. ft.
		Calculations for more units.	650 plus 325 for each unit above 1.	500 plus 250 for each unit above 1 but not more than 1,500 sq. ft..
Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.	<p>Lot width at setback line shall be at least 60 feet. For each additional unit above 1, the minimum lot width shall increase by 12 feet.</p> <p>Minimum frontage at the street is set at 60 feet in the definitions chapter, but not specified in the district standards.</p>		

Permitted uses.	<p>Same as existing ordinance except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are added as a use as required by the Code of Virginia. 2. Cultivation is added as a use. 3. Intense Outdoor Recreation will now require a Special Use Exception. 4. Land Conservation is added as a permitted use. 5. Homestays will no longer be permitted. 6. Hospitals and Rest Homes will no longer be permitted. 7. Tourist homes will no longer be permitted. 8. Rooming & Boarding Houses will no longer be permitted. 9. Semi-Trailer and Shipping Container Storage will no longer be permitted. 10. Urban Livestock and Nontraditional Peds were added as conditional uses 11. Home Occupations become a conditional use. 12. On-frame Modular Homes are added as a conditional use. 13. Townhouses and Condominiums are added as a conditional use. 14. Small-Cell Telecom Sites are added as a conditional use. 15. Family Day Homes (Caring for 5 to 12 children) are added as use eligible for a Special Use Exception Permit. 16. On-site Property Management is added as a permitted use. 17. A density limit of 45 bedrooms per acre is added. 18. Cottage Style Neighborhoods are added as a conditional use. 19. Accessory Dwelling Units (ADUs) will be allowed as a conditional use. 20. Cemeteries were added as a conditional use. 21. State Authorized Group Homes are added as a permitted use. 22. Outdoor Heating Units will be permitted as a conditional use. 	<p>Same as UDO except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are not mentioned, but are protected by the Code of Virginia. 2. Cultivation is not specifically mentioned, but is treated as a by right use. 3. Intense Outdoor Recreation is permitted as a public use. 4. Land Conservation is not mentioned, but there is nothing prohibiting the use. 5. Homestays are only permitted with owner occupancy and registration. 6. Hospitals and Rest Homes are permitted. 7. Tourist Homes are a by-right use with owner occupancy only. 8. Rooming & Boarding Houses are allowed. 9. Shipping Containers and Semi-Trailers can be used for storage if screened. 10. Urban Livestock has continued as a historical use or by Special Exception. Nontraditional Pets aren't regulated. 11. Home Occupations are permitted but conditions are hidden in definitions. 12. On-frame Modular Homes are permitted through definition only. 13. Townhouses and Condominiums are allowed through Articles 18, 19, & 20. 14. Small-Cell Telecom Sties aren't permitted, but Federal law protects the use. 15. Family Day Homes are not mentioned, but an applicant can currently request a Special Exception permit for this use. 16. The use is not mentioned but exists in several multi-family complexes. 17. There is no density maximum, but existing complexes have 45 bedrooms per acre. 18. Cottage Style Neighborhoods is permitted only in Small-Lot Small-Home Overlay. 19. ADUs are not permitted except as part of a multi-family structure. 20. Cemeteries are not mentioned, but exist within the district. 21. State Authorized Group Homes are allowed where single family homes are permitted per the Code of Virginia. 22. Outdoor Heating Units are not permitted.
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7-1

WYTHEVILLE PLANNING COMMISSION



AGENDA ITEM INFORMATION

Meeting Date:	January 9, 2025
Subject:	RMH and R-3 MH Residential Development Standards Presentation

SUMMARY:

The Planning Commission will be presented information by Planning Director Woods regarding the RMH and R-3 MH Residential Development Standards.

Recommended Action

No action required.

RMH and R-3 MH Residential Development Standards – UDO vs Current Ordinance

Item	UDO Zoning District Standards		Current Ordinance
Minimum Lot Size for various uses.	Manufactured home space in a manufactured home park.	4,000 sq. ft.	Not regulated.
	Manufactured home park	3 acres.	Not regulated
	Manufactured Homes. Lot size not regulated except for space size since the district only includes manufactured home parks.	Not regulated It is not the intent of this zoning district to be a single-family home neighborhood.	9,000 sq. ft.
	Single family dwelling	Not permitted.	9,000 sq. ft.
	Duplex with public water and sewer.	Not permitted.	11,000 Sq. Ft.
	Triplex with public water and sewer.	Not permitted.	13,500 Sq. Ft.
	Four to twelve-unit multi-plex with public water and sewer.	Not permitted.	16,000 Sq. Ft.
	*Single-family with individual onsite septic system.	Not permitted.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	* Single-family with individual onsite water system with or without an onsite septic system.	Not permitted.	15,000 sq. ft. Health department approval is required and additional land area may be required by the Zoning Administrator.
	Public water and sewer are required for all uses in the RMH Residential District. Existing manufactured home parks in town range from 4,650 sq. ft. per unit to 9,550 sq. ft. per unit. Those numbers are based on dividing the total square footage of the site by the number of units. The actual unit space is less than the overall site average. I have found complexes on level ground in other communities with all doublewide communities spaced at 5,250 sq. ft. per unit that are popular and well maintained.		Sewer and water connections are required when available. Note: The current ordinance also allows multi-family and other permitted uses to utilize onsite water and sewer systems with a minimum of 16,000 sq. ft. and health department approval. Townhouses and condominiums are only allowed currently through the respective standards in Articles 18 and 20, or through the provisions of the PUD ordinance in Article 19.

RMH and R-3 MH Residential Development Standards – UDO vs Current Ordinance
(Continued)

Section 7, Item1.

Maximum Dwelling Unit Density.	8 units per acre	Not specified in relation to manufactured home parks.
Maximum Building Height.	<p>35 Feet.</p> <p>Exception for Residential Structures: Up to 50 feet provided that all side yards are at least 15 feet in width.</p> <p>Exception for Public or Semi-public Buildings: Up to 60 feet with 1 foot of additional side yard setback for each foot above 35 feet of building height.</p> <p>Cupolas, church spires, belfries, monuments, water towers, chimneys, flues, flagpoles, non-commercial television, and radio antennae are exempt.</p>	<p>Same as UDO.</p> <p>Note: The determination of additional height allowance in this zoning district is different than other residential districts in the current ordinance. The requirement for additional side yard setbacks is eliminated in favor of compliance with the minimum 15 foot side yard setbacks.</p>
Setback Standards		
Minimum Accessory Structure Setbacks.	Minimum setbacks for accessory structures adjacent to corner street side yards shall be the same as for the primary structure along the street side.	Same as UDO.
All accessory structures must be located in the rear yard.	Note: Permits for accessory structures in manufactured home parks require concurrence by the park management.	Not regulated
	Height less than 8.5 feet: 3 feet from any party lot line.	Same as UDO.
	Height between 8.5 and 12 feet: 5 minimum feet from any party lot line.	Same as UDO.
	Height of 12 feet or more: Same setback as primary building side yard.	10 feet.
Minimum Primary Building Setbacks.	Front: 25 feet along street frontage.	<p>The average front yard setback of existing structures on either side of the block, but not less than 15 feet or more than 40 feet.</p> <p>Alternatively, 25 feet if there are no existing structures on either side of the block;</p> <p>or, if the difference in elevation between the street or sidewalk and the setback line is more than 5 feet on either side of the street, then the setback line is at the point where the elevation difference is 5 feet, provided that the setback line thus derived is at least 15 feet from the street line.</p>

Side and Rear Yard Setbacks				
Note that it is not clear how current setback requirements would relate to a manufactured home park. Presumably, it would relate to the separation from adjoining parcels. There is no clear guidance regarding separation of individual manufactured homes in the current ordinance.				
Number of dwelling units	Minimum Side Yard setback in UDO	Minimum Rear Yard Setback in UDO	Minimum Side Yard Setback in Current Ordinance	Minimum Rear Yard Setback in Current Ordinance
1	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	12 Feet	25 Feet
2	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	15 Feet	28 Feet
3	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	18 Feet	31 Feet
4	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	21 Feet	34 Feet
5	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	24 Feet	37 Feet
6	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	27 Feet	40 Feet
7 or more	Interior side yard 10 Feet Corner lot side yard 25 feet.	10 Feet	30 Feet	43 Feet
Calculation Standard for side and rear yard setbacks.	Interior side yards are 10 feet. Corner lot side yards are 25 feet.	10 Feet	Minimum 12-foot setback for multi-family uses plus 3 feet for every unit above 1 but not more than 30 feet.	Minimum rear yard setback of 25 feet plus 3 feet for every unit above 1 but no more than 43 feet.

RMH and R-3 MH Residential Development Standards – UDO vs Current Ordinance
(Continued)

Section 7, Iteml.

Other Standards				
Minimum Structure Separation.	10 feet minimum between accessory structures and any habitable structure. 15 feet minimum between any two habitable structures.	Not specified, but current building code requirements already require similar separation.		
Vehicular Circulation and Parking, Utilities and Refuse	Manufactured home parks shall have an internal driveway system with designated and approved entrance points along one or more public streets, adequate for emergency vehicle access. Each lot or location of a manufactured home shall have a parking space of adequate size in accordance with this ordinance and provide graveled or paved parking with accessible path to home entrance. Central refuse dumpster or refuse pick up locations are required. Utilities must be metered for separate ownership when applicable. Public water and public sewer is required.	No guidance, regulation, or development standard provided.		
Screening.	All party lot lines (rear yard or side yard) shall be screened with a minimum 6-foot-tall decorative privacy fence.	No screening requirement.		
Minimum Floor Area for Dwellings.	400 sq. ft.	Number of Units	Minimum Floor Area	Minimum Ground Area
		1 Unit	900 sq. ft.	600 sq. ft.
		2 Units	975 sq. ft.	750 sq. ft.
		3 Units	1,300 sq. ft.	1,000 sq. ft.
		4 Units	1,625 sq. ft.	1,250 sq. ft.
		5 Units	1,950 sq. ft.	1,500 sq. ft.
		6 Units	2,275 sq. ft.	1,500 sq. ft.
		7 Units	2,600 sq. ft.	1,500 sq. ft.
		Calculations for more units.	650 plus 325 for each unit above 1.	500 plus 250 for each unit above 1 but not more than 1,500 sq. ft..

RMH and R-3 MH Residential Development Standards – UDO vs Current Ordinance
(Continued)

Section 7, Item1.

Minimum Frontage.	Frontage must be adequate to meet the entrance geometry standards. (See Article 7, Sections 7.12 and 7.16.	Lot width at setback line shall be at least 60 feet. For each additional unit above 1, the minimum lot width shall increase by 12 feet. Minimum frontage at the street is set at 60 feet in the definitions chapter, but not specified in the district standards.
Replacement on Lot	Lawfully established existing parks are allowed to replace homes of similar size when it can be shown that the lot was established and accommodated a home at the time of park inception. Home may be larger when setbacks can be met and home will not encroach on other properties, rights-of-way, access areas or public utility easements.	Not specified in current ordinance, but legal precedence has been established that manufactured homes in existing parks can be replaced as long as the manufactured home park has not been abandoned form more than two years.
Permitted Uses.	<p>Same as existing ordinance except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are added as a use as required by the Code of Virginia. 2. Caretaker Residence is added as a permitted use. 3. On-Site Property Management is added as a permitted use. 4. Cultivation & Land Conservation are added as permitted uses. 5. Intense outdoor recreation activities will now require a Special Use Exception Permit. 6. Small-Cell Telecom Sites are added as a conditional use. 7. The following uses will no longer be permitted: Professional Offices such as Medical, Dental, Legal, Architectural, and Engineering Offices Bed and Breakfast Inns. Tourist Homes. Homestays. Rooming & Boarding Houses. Single-Family Homes. Duplexes. Triplexes. Fourplexes. Multi-Family Generally. Townhouses or Condominiums. Conversion of Existing Structures to Multi-Family. Hospitals & Rest Homes. Private Primary and Secondary Schools Shipping Containers or Semi-Trailers as Storage. 	<p>Same as UDO except for the following:</p> <ol style="list-style-type: none"> 1. Temporary uses are not mentioned, but we are required by the Code of Virginia to allow temporary uses. 2. This use is not mentioned, but would be allowable as a residential use. 3. This use is not mentioned, but existing multi-family facilities have this use. 4. Cultivation & Land Conservation are not specifically mentioned, but are not prohibited. 5. Intense outdoor recreation is a by-right use. 6. Small-Cell Telecom Sties aren't permitted, but Federal law protects the use. 7. These uses are all permitted in the current ordinance, but are not relevant to manufactured home parks.

7-J

WYTHEVILLE PLANNING COMMISSION



AGENDA ITEM INFORMATION

Meeting Date:	January 9, 2025
Subject:	Roundtable Discussion

SUMMARY:

A roundtable discussion will be held by the Wytheville Planning Commission and Town Staff regarding future Planning Commission agendas.

Recommended Action

No action required.

8-A

Wytheville Town Council
Action Letter
Staff Assignments and Information

November 12, 2024

Number 602

ACTIONS TAKEN OR DISCUSSED

STAFF ASSIGNMENTS

- | | |
|--|---|
| <p>1. Approved the meeting agenda, as presented.</p> <p>2. Approved the consent agenda consisting of the minutes of the regular meeting of October 28, 2024.</p> <p>3. Scheduled a Work Session on Monday, November 25, 2025, at 4:30 p.m. to hold a Meet and Greet Session with Ms. Kathleen Laster regarding her possible reappointment to the Wytheville Economic Development Authority for a four year term (expires December 12, 2028).</p> <p>4. Approved the request of Downtown Wytheville, Inc. to provide traffic control on Saturday, December 7, 2024, for the Wytheville Christmas Parade and Celebration.</p> <p>5. Approved placing the discussion of a Splashpad Feasibility Study on the Town Council meeting agenda for November 25, 2024, and to request Town staff to make a recommendation as to the need for competitive procurement for the Feasibility Study.</p> <p>6. Approved extending the payment due date for 2024 Real Property and Personal Property Taxes to March 5, 2025.</p> <p>7. Approved the purchase of two bike racks from Game Time to be installed in the downtown area.</p> <p>8. Approved an additional four (4) holiday hours for Thanksgiving on Wednesday, November 27, 2024, and approved an additional eight (8) holiday hours for Christmas on Thursday, December 26, 2024, for this year only.</p> | <p>3. Town Clerk – schedule Meet and Greet Session</p> <p>4. Assistant Town Manager - advise applicant of approval</p> <p>5. Town Clerk – place on agenda</p> <p>6. Town Treasurer – implement new payment due date for 2024 Real Property and Personal Property taxes</p> <p>7. Planning Director – proceed with purchase of bike racks</p> <p>8. Director of Human Resources – notify employees of additional holiday hours</p> |
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9. Held a closed meeting pursuant to § 2.2-3711 (A.) (1.) Discussion regarding the performance of appointed employees, and certified the closed meeting.
10. Approved a Mutual Separation Agreement and Release of Claims with former Town Manager Brian Freeman for separation of employment with the Town of Wytheville.

**Wytheville Town Council
Action Letter
Staff Assignments and Information**

November 25, 2024

Number 603

ACTIONS TAKEN OR DISCUSSED

STAFF ASSIGNMENTS

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| <p>1. Approved the meeting agenda, as presented.</p> <p>2. Approved the consent agenda consisting of the minutes of the regular meeting of November 12, 2024.</p> <p>3. Adopted a resolution granting temporary signatory authority for Town legal documents to the Mayor and the Assistant Town Manager until the Town Manager position is filled.</p> <p>4. Approved the following regarding the Splashpad Project: (1) Authorized Town staff to have negotiations with Hurt & Proffitt regarding the Splashpad Feasibility Study and an environmental assessment; (2) Authorized the Town Treasurer to establish a Fiscal Year 2024-25 Budget revenue line item to receive \$25,000 from Salt and Light, Inc. for the Feasibility Study; (3) Authorized the Town Treasurer to establish a Fiscal Year 2024-25 Budget expenditure line item in the amount of \$25,000 for the Splashpad Project.</p> <p>5. Approved Assistant Director of Public Utilities and Engineering Andrew Austin to represent the Town of Wytheville as their Department of Environmental Quality (DEQ) Regional Planning Area Representative in accordance with the Local and Regional Water Supply Planning Regulations, and appointed Water Plant Superintendent Robby Krunich as the alternate representative.</p> <p>6. Approved crusher run stone as a ground fill option for the area formerly occupied by the Withers Park bleachers.</p> <p>7. Reappointed Mr. Bobby Angles to the Wytheville Recreation Commission (term expires December 31, 2027).</p> | <p>4. Director of Public Utilities and Engineering – proceed with splashpad negotiations
Town Treasurer – establish budget line items</p> <p>5. Assistant Director of Public Utilities and Engineering – advise DEQ</p> <p>6. Director of Public Utilities and Engineering – proceed with ground fill</p> <p>7. Town Clerk – advise applicant of reappointment</p> |
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| <p>8. Scheduled a Work Session for December 9, 2024, at 4:00 p.m. to hold Meet and Greet Sessions with the applicants being considered for appointment to the Wytheville Recreation Commission.</p> | <p>8. Deputy Clerk – contact applicants regarding Meet and Greet Session and prepare Work Session agenda</p> |
| <p>9. Appointed Ms. Audrey Angles as a new youth member to the Wytheville Recreation Commission (term expires August 1, 2025).</p> | <p>9. Town Clerk – advise of appointment</p> |
| <p>10. Made the following appointments to the Wytheville Redevelopment and Housing Authority: (1) Appointed Mr. Dennis Barker to fill the unexpired term of Mr. Christopher Fox (term expires September 8, 2028; (2) Appointed Ms. Elizabeth Groseclose to fill the unexpired term of Ms. Gay Hawkins (term expires September 8, 2027).</p> | <p>10. Town Clerk – advise applicants of appointment</p> |
| <p>11. Requested Town staff to review further options for a 15 minute parking space request in the downtown area.</p> | <p>11. Assistant Town Manager – continue to review parking space request</p> |
| <p>12. Requested Town staff to place stamped concrete in the bump outs on Monroe Street.</p> | <p>12. Assistant Town Manager – request stamped concrete to be placed in bump outs</p> |
| <p>13. Held a closed meeting pursuant to § 2.2-3711 (A.) (1.) Discussion regarding the appointment of an Interim Town Manager; (2) Pursuant to § 2.2-3711 (A.) (3.) Discussion regarding the possible acquisition of right of way in the College Park Subdivision; (3) Pursuant to § 2.2-3711 (A.) (7.) Consultation with legal counsel regarding litigation; (4) Pursuant to § 2.2-3711 (A.) (8.) Consultation with legal counsel regarding the possible renegotiation of a property lease, and certified the closed meeting.</p> | |

Wytheville Town Council Action Letter Staff Assignments and Information

December 9, 2024

Number 604

ACTIONS TAKEN OR DISCUSSED

STAFF ASSIGNMENTS

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| 1. Approved the meeting agenda, as amended. | |
| 2. Approved the consent agenda consisting of the minutes of the work session of November 12, 2024, and the regular meeting of November 25, 2024. | |
| 3. Adopted a resolution recognizing Councilman Gary Gillman for his service to the Town of Wytheville and presented the resolution to him. | |
| 4. Approved the request of Mr. Kerry Eans for traffic control on Sunday, January 19, 2025, to conduct the Dr. Martin Luther King, Jr. March. | 4. Assistant Town Manager – advise applicant of approval |
| 5. Reappointed Ms. Kathy Laster to the Wytheville Economic Development Authority (term expires December 12, 2028). | 5. Town Clerk – advise applicant of reappointment |
| 6. Reappointed Mr. Jeffrey R. Lucas to the Joint Industrial Development Authority (term expires December 31, 2028). | 6. Town Clerk – advise applicant of reappointment |
| 7. Established the Personal Property Tax Reimbursement Rate as 30.03 percent. | 7. Town Treasurer – implement new tax reimbursement rate |
| 8. Adopted a resolution supporting the concept of a Splashpad Project in Downtown Wytheville. | 8. Town Clerk – send resolution to Salt and Light, Inc. |
| 9. Appointed Mr. Steve Moore as the Interim Town Manager effective December 16, 2024, authorized the Interim Town Attorney to prepare a written contract with the Interim Town Manager and authorized the Mayor to sign the contract on behalf of the Wytheville Town Council. | 9. Interim Town Attorney – prepare contract with Interim Town Manager |
| 10. Held a closed meeting pursuant to § 2.2-3711 (A.) (1.) Discussion regarding the discipline of an employee of the public body, and certified the closed meeting. | |