

**LYNCHBURG CITY COUNCIL
PHYSICAL DEVELOPMENT COMMITTEE
MEETING HIGHLIGHTS
Tuesday, September 9, 2014
9:00 a.m.**

Members: Council Member Turner Perrow, Chair, Council Member Joan Foster, Mayor Michael Gillette, ex-officio

Staff Present: Bonnie Svrcek, Gaynelle Hart, Greg Poff, Kent White, Marjette Upshur, Kevin Henry, Lee Newland, Starlette Early

Others Present: Justin Faulconer (News & Advance), Mr. and Mrs. Crocker (Range Street)

Contract Awards:

There were no new contracts awarded this month.

Update on Priority Projects:

Mr. Newland provided an update on projects since the last PDC meeting:

--Kemper Street Bridge / Interchange-- Currently out for rebid following value engineering and redesign

--Old Forest Road Sidewalk -- Project is under construction and 75% complete

Council Member Perrow complimented the look of the sidewalk and there was discussion on the area planned for the sidewalk extension along Old Forest Road. Council Member Foster questioned the delay on the Miller Center Renovations and there was a request for a full Council briefing on this project.

General Business:

1. ***Vacate a portion of Range Street*** -- Robert Crocker, the owner of Acorn Hill at 2134 Old Forest Road, is petitioning to vacate a portion of right-of-way known as Range Street. The petitioner has submitted this right-of-way vacation proposal in conjunction with a rezoning petition that will be presented to Council at its October 14, 2014 meeting. The petitioner has requested this vacation in order to allow for additional parking near this area of Range Street.

Mr. Henry reminded the PDC they had reviewed the rezoning related to this property several months earlier and summarized the petition. He indicated a portion of the current parking area would need to be removed if the right-of-way vacation is not approved. This request was reviewed by TRC and a revised survey has been submitted that reduces the size of the area to be vacated. The city wants to keep part of this area to maintain a drainage pipe located in the area.

Mr. Crocker remarked he has maintained the property for years and the setback seemed like a large amount. There was discussion regarding the hillside and whether there were staff concerns regarding the slope. Mr. Henry responded that as the process moves forward to engineered site plans, there may be requirements for a retaining wall or some type of erosion and sediment measures for slope stabilization.

There was clarification on how the rezoning and petition to vacate the right-of-way relate to each other. Currently the parking area is in violation of the required setback from the right-of-way. Council Member Perrow summarized the Council's discussion of the earlier rezoning request for this property. The question of how much parking should be allowed was a factor in this earlier discussion. He suggested maybe the best course would be for PDC to have no recommendation for this request and allow Council to evaluate in the context of both the rezoning and petition to vacate the right-of-way.

There was discussion regarding the reasons to consider this vacation request, with Mayor Gillette indicating his concern to reward the violation of the setback by changing the requirements after the fact. Council Member Foster supported the concept for the PDC to not make a recommendation at this time. She indicated it would allow more time for her to review the background information and correspond with stakeholders in order to make a well informed decision.

Council Member Perrow indicated he needed to be comfortable that site plan proffers were being followed and he concurred to take no recommendation at this point and allow full Council to consider.

Mr. Crocker indicated he was trying to control the dirt eroding from the hillside after several large storms by expanding the parking area. He did not wish to cause any issues with the City by making these requests. Council Member Perrow explained that the location of their commercial business in a residential area created sensitive policy issues that needed to be considered throughout the process.

Consensus from the committee was to move the request forward to full Council with no recommendation.

- 2. **Temporary Speed Table use for traffic calming** -- Allow the use of a temporary speed table to provide traffic calming for neighborhoods that successfully request same through the Neighborhood Traffic Management Program (NTMP) (by petition of greater than 66%). The device would be deployed for a period of roughly 90 days at a properly designed location after April 1 and removed prior to November 1 each year to avoid issues with snow removal.*

Mr. DeBerry indicated the City owns a temporary speed table (purchased about two years ago at a cost of approximately \$7,000) and is seeking Council's approval to use it as another tool in the Neighborhood Traffic Management Program (NTMP) toolbox. He has received a request from the Lynchburg School Board to install the speed table on their property for use this fall. The City is currently processing three additional requests for traffic calming solutions and Mr. DeBerry reviewed how these requests are initiated through the NTMP. He would like to add the temporary speed table as a possible option for neighborhoods to consider where appropriate.

Mr. DeBerry noted studies show the temporary speed table offers a long-term calming effect. He explained these studies confirm traffic is calmed while the table is in place and continues even after the table is removed. The table is screwed down in the pavement, but a high volume traffic area warrants more frequent monitoring to make sure it stays anchored. There was discussion of the location requested by the School Board (near Sandusky Middle School at a current cross walk) and

Council Member Perrow requested an update when appropriate on how it is working for the location at Sandusky. If it is successful, he suggested it might make sense to purchase a few others to put in rotation. Mr. DeBerry indicated they would like to first evaluate how much time it takes City staff to install and overall effort required to rotate to other locations.

There was additional discussion about the coordination with first responders regarding notification of locations and the constraints for use of speed bumps and tables in areas where emergency vehicles would possibly need to travel at high speeds. Mr. DeBerry indicated that, following the approval for use of the temporary speed table, coordination with public safety and appropriate signage would be addressed. Mayor Gillette commented that due to emergency vehicle paths along Indian Hill, first responders have stated this street was not eligible for a speed bump. Mr. DeBerry noted there are currently plans to restripe Indian Hill, locating parking on one side and adding bike lanes to either side. This will narrow the driving area and serve to calm traffic along this area. This is being done in conjunction with resurfacing and Region 2000's update of the overall bike plan and connectivity throughout the City, including trails, loops, etc.

3. ***Citizen Request- Hillview Street / 3004 Winchester—Follow-up*** – Update to Mr. Quick's request that Hillview Street be extended 46 feet to beginning of his property then an additional 60 feet for a turnaround area with gravel held in place by railroad ties. Staff is present to discuss the topic. The zoning ordinance states that in order to obtain a building permit, an improved street must extend all the way across the frontage of the property.

Council Member Perrow asked Ms. Hart for an update and inquired whether she had successfully communicated the reduced road construction standards for Hillview Street to Mr. Quick (no requirement for curb and gutter, no requirement for sidewalk, reduced street width, etc.) Ms. Hart explained she had worked with Mr. Quick, the Map Room and Utilities to work through issues related to those requirements. After review, Mr. Quick decided he wanted to explore the option of accessing the property from Winchester. Ms. Hart noted there are significant constraints from Winchester, including the location of a large sewer and a large amount of rock on the property. Since he had no additional information to present, Mr. Quick had expressed his intention to not attend today's PDC meeting. He did, however, want to be apprised of Council's decision to his petition.

Council Member Perrow recapped Mr. Quick's request to waive all requirements for right-of-way access to his property. He opined the City Engineer had provided good guidance on allowances the City could make regarding the construction of the road. Council Member Perrow stated he was not in favor of making additional concessions.

Council Member Foster inquired about other possible options. Mr. Newland briefed the PDC on his findings for the questions they had from last month's meeting:

- 1) How far would the road have to be extended and what size did the hammerhead turn around need to be? The road would be required to be extended 20 feet beyond the driveway to the lot and the hammerhead would need to have 20' long legs. (22.5 feet minus the 2.5 foot curb and gutter) From the existing location, the road would need to be extended approximately 48 feet to get to the property line and then the area for the hammerhead for a total of approximately 90 feet. The pavement section required is 6" stone and 2" asphalt.
- 2) Is there water and sewer available? There is a 2" water line in Hillview Street and an 8" water line in Winchester Street. For sewer, a 48" sewer crosses the property but is inaccessible due to it being over 100' deep. An 8" sewer crosses the property at Winchester Street and is also 70 feet away from the property in Hillview Street. It is only 6 feet deep in Hillview and may require a pump due to the topography.
- 3) Are there any concerns from the Fire Department? The closest fire hydrant on Hillview Street is over 670' from the property line. According to the International Fire Code, a hydrant would need to be within 400' of the house or the structure would need to be sprinkled. A hydrant is within 50' of the property line on Winchester Street.
- 4) Are there other situations like this within the City? Yes. Water and the road had to be extended on "L" Street by the property owner. Pine Drive had water and road extensions, with curb and

gutter, paid for by the property owner. Brunswick Drive also had to be extended for the construction of a residence.

Mr. Newland stated he maintains his original recommendation to deny Mr. Quick's request (permission to install a gravel road to his property bordered by railroad ties and a gravel turnaround on Mr. Quick's property.) The City's concession is to allow a road with no curb and gutter, 6" of stone, 2 inches of asphalt, 20 feet wide, and an approved turn-around at the end. Ms. Foster indicated she agreed with the recommendation, as the conditions are consistent with what the City requires for others to develop.

There was discussion regarding the building constraints including the City's easement for the sewer line and tunnel. Mr. Poff reviewed the tunnel location and right-of-way from a topographical map and Mayor Gillette noted the property was assessed its' value based on those building constraints.

Consensus from the committee was to accept the City Engineer's recommendation to deny the request and require a 20 foot wide road with a 6 inch stone base, 2 inches of asphalt, a hammerhead turnaround with 20 foot legs, one of which could be the driveway.

*4. **Review of PDC Guidelines** -- Discuss and approve the attached guidelines for the operation of City Council's Physical Development Committee (PDC). The PDC should review the guidelines every two years to ensure the committee is organized for a high degree of effectiveness and efficiency. The last time the guidelines were reviewed was in August 2010.*

Ms. Svrcek noted guidelines are reviewed every two years for both the Physical Development and Finance Committees. Council Member Foster stated she approved of the current guidelines with no changes.

Council Member Perrow suggested adding a speaking limit of five (5) minutes under items from the General Public. There was discussion of appropriate language such as "The Chair may require that petitioners hold their statements to five minutes." This would allow the PDC to engage the petitioner on additional questions, but have the right to limit opening remarks to a specific timeframe.

There was additional discussion regarding the suggestion to send lease renewals to full Council only when the terms of the lease change. There was consensus to approve this suggestion.

Roll Call:

There were no items.

Next meeting: October 14, 2014