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THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF ALTAVISTA, VIRGINIA, WILL BE HELD IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING ON Monday, February 5, 2018 at 5:00 p.m.

### **AGENDA**

1. Call to Order
2. Roll Call
3. Determination of a Quorum
4. Election of Officers for 2018
5. Approval of Agenda
6. Approval of Minutes: December 4, 2017: TAB 1
7. Citizens to Address the Commission
8. Public Hearing: None
9. New Business
  - Draft Master Plan for Parks and Trails: TAB 3
10. Old Business
11. Staff Report- Dan Witt: TAB 4

Adjournment

Dan Witt

Assistant Town Manager

The Altavista Planning Commission held a regularly scheduled meeting on Monday, December 4, 2017 in the Council Chambers at 5:00 PM

Members Present	-	John Jordan, Chairman Marvin Clements Tim George Laney Thompson John Woodson
Also Present	-	Cheryl Dudley John Eller Thomas McCue, owner of Vista Pawn Dan Witt

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

The minutes from the meeting on September 5, 2017 were reviewed and approved as amended. A motion was made by Mr. Clements and seconded by Mrs. Thompson. All members were in favor with none opposing.

A public hearing for a Special Use Permit (SUP) application submitted by Mr. Thomas McCue to operate a car dealership, used at 1000 Main Street was open at 5:06 PM

Staff received a SUP application from Mr. Thomas McCue on October 10, 2017 to operate a used car lot at 1000 Main Street. A used car lot is an allowable use within the C2, General Commercial district; however, it requires the issuance of a SUP. Mr. McCue is the owner of the Vista Pawn Shop, one of the businesses at this location; others being, Subway & Dominoes. His intent is to expand Vista Pawn and pawn motorcycles and ATVs, both of which would be on display inside the business. Mr. McCue was pawning motorcycles and ATV's, but Mr. Andy Hicks stopped by and informed him that he could not pawn these items without a Virginia Motor Vehicle Dealer Board (MVDB) licenses. At the time Mr. McCue was not aware of this requirement.

Between the dates when Mr. McCue submitted the application and the hearing, scheduled for December 4, he successfully completed the stringent requirements and testing to become licensed by the MVDB. The initial application requested the use of 2 spaces for cars and Mr. McCue does not intend to use more than 2 spaces to pawn cars, however, the MVDB is a 'one size fits all' Virginia licensing agency so whether a person wants to operate an actual used car dealership, i.e. Steve Farmer or B&D Auto, or just to pawn motorcycles and ATVs and an occasional automobile, the requirements are the same. The MVDB minimum required spaces for a used car dealership is 10. Note: It was never Mr. McCue's intent to be an automobile dealership, used but based on the Town Code's definition (below) and the MVDB requirements, this was his only option.

Staff has inspected the number of spaces at 1000 Main Street and based on the current uses, there are 12 extra spaces on the site; 49 spaces on site and only 37 required.

Mr. Thomas (Tommy) McCue, 126 Summerdale Lane, Evington, VA 24550 spoke and informed the PC of his intentions for the SUP. He also stated that this is an opportunity for him as a business owner to grow and explore more options for his business here in Altavista.

The Public Hearing was closed at 5:30 PM with no one speaking for or against the application.

Mr. George made a motion that the Planning Commission recommends to Town Council approval of the special use permit application for property at 1000 Main Street to be used for an automobile dealership, used, and as an accessory to Vista Pawn Shop, with design guidelines set forth in Section 86-504 of the Town Code and conditions as recommended by staff.

In addition to the required guidelines contained in Section 86-504, staff recommends the following:

1. All vehicles displayed for sale shall be in operating condition.
2. No repair work or maintenance of vehicles shall be permitted on site.
3. All cars displayed shall use the 10 assigned spaces as shown on the site plan submitted by the applicant and all ATVs and motorcycles may be displayed inside or outside.
4. Applicant shall comply with all local, state and federal laws.

Mr. Clements seconded the motion. All members were in favor with none opposing.

Mr. Witt gave provided the members with their 2017 Annual Report for Town Council. All members were in agreement of the report as amended with none opposing.

The meeting was adjourned at 5:42 PM

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John Jordan, Chairman

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Dan Witt, Assistant Town Manager

# Altavista Parks and Trails Master Plan

## Recommendation Framework - Draft 1/18/18

*Goal → the overall purpose and vision we are working toward*

*Strategy → the approach to meeting the goal*

*Recommendation → the action that implements the strategy*

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## I. ENGLISH PARK

### Goal 1 - Enhance English Park:

#### Strategy A: Improve Circulation in English Park

##### RECOMMENDATIONS:

1. Identify and correct all deficient ADA issues.
2. Clear the intersection of 3<sup>rd</sup> Street and Pittsylvania and add landscape and signage to create a formal park entrance. Add trees along 3<sup>rd</sup> street.
3. Standardize the semicircular-entry parking lot.
4. Standardize the boat trailer parking lot.
5. Standardize the parking at the playground to separate the travel-way from the playground.
6. Improve circulation and separate pedestrians from the roadway.
7. Correct the odd condition of the road splitting at the pier. (Part of VDOT Bridge Replacement)
8. Separate the pedestrian/bike trail from the roadway.

#### Strategy B: Update English Park's infrastructure and amenities.

##### RECOMMENDATIONS:

1. Add a pavilion to support a larger playground.
2. Renovate playground. (2018 CIP)
3. Add a dog park.
4. Add a splash pad.
5. Add a disc golf course (2018 CIP)
6. Update the park furniture with new benches and trash cans.
7. Renovate the restroom building, inside and out. (complete spring 2018)
8. Plant trees and add landscaping. Preference is for native vegetation for wildlife habitat.

9. Consider future ballfield improvements to finish the county field improvements. (Long term)
10. If constructing a water settlement pond, integrate it into the park as a feature. (Long term)

## **Goal 2 - Increase Connectivity to and through the Park:**

### **Strategy A: Create Loop Trails in English Park**

#### **RECOMMENDATIONS:**

1. Add a loop trail along the outside of the main park greenspace.
2. Add a loop trail around the partially complete ball fields on the west side.
3. Develop loop trails on the far west side of English Park to allow trail users more walking options and the ability to expand length (ties to lengthen trails recommendation)

### **Strategy B: Increase access to the riverfront in English Park**

#### **RECOMMENDATIONS:**

1. Create a river overlook at the top of bank.
2. Add a low water canoe take out and fishing pier, something that can flood. Grade so that it is accessible.
3. Renovate the existing low water access at the boat ramp.
4. Undertake limited selective clearing as allowed by DEQ and DCR to allow for river views from the park.

### **Strategy C: Strengthen Connection between English Park and Town**

#### **RECOMMENDATIONS:**

1. Renovate Broad Street from Main to the railroad track overpass, and from the overpass to the Booker Building to create a strong visual and physical connection and pleasant walking experience.
2. Create a wide pedestrian underpass along Pittsylvania that connects Downtown to English Park.
3. *Create trail connections to the neighborhoods on the west side of the park.*

## II. SHREVE PARK

### Goal 3 - Enhance Shreve Park:

#### Strategy A: Improve Circulation in Shreve Park

##### RECOMMENDATIONS:

1. Identify and correct all deficient ADA issues.
2. Standardize the parking lot.

#### Strategy B: Update Shreve Park's infrastructure and amenities.

##### RECOMMENDATIONS:

1. Renovate playground
2. Add a nature playground centered around the hill and the stream.
3. Add a splash pad (1 total - consider location to "Y"??)
4. Update the park furniture with new benches and trash cans.
5. Plant trees and add landscaping. Preference is for native vegetation for wildlife habitat.
6. Renovate the restroom building, inside and out. (completed winter 2017)
7. Restore the stream for water quality.
8. Build a bridge connection so that access is not through the stream.
9. Consider removing little league field from Shreve Park to open up more space and allow a proper outfield fence in War Memorial Park. Little league fields could be located on the improved ball field areas of English Park. (Long Term)

### Goal 4- Increase Connectivity to the Park:

#### Strategy A: Strengthen connection to YMCA

##### RECOMMENDATIONS:

1. Better integrate the Y into the park so that it feels like one cohesive space. Add consistent landscape and reduce paving.
2. Create a strong connection between the Trade Lot and the "y".
3. Plant trees and unify the streetscape between the main "y" building and the pre-school/afterschool building.

#### Strategy B: Strengthen Shreve Park Connection to Downtown and Neighborhoods

##### RECOMMENDATIONS:

1. Create a trail through Shreve Park to link Downtown to the northern neighborhood.

2. Create a trail from the RR underpass along Pittsylvania to 7<sup>th</sup> Street and the entrance to Shreve Park.
3. Renovate 7<sup>th</sup> as a bike friendly corridor to link downtown and Shreve Park.

## III. BOOKER BUILDING

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### Goal 5 – Adaptive Reuse of the Booker Building

#### Strategy A: New Use for the Booker Building

##### RECOMMENDATIONS:

1. Create a business plan, proforma, and marketing plan for the Booker Building.
2. Develop an architectural plan that will support the business plan (should be done in conjunction with the business plan)
3. Renovate the Booker Building to support the business plan.
4. Create an event space behind and joined with the Booker Building to support more activities. Do this in conjunction with the booker Building renovations.
5. Either partner with or develop in house, the necessary staff and operations personnel to implement the business plan.

## IV. CONNECTIVITY

### **Goal 6 – Improve Walking & Biking Connections**

#### **Strategy A: Develop a system of loop bikeways around the Town**

##### **RECOMMENDATIONS:**

1. Develop a map and set of recommendations for connecting key destinations and allowing for loop biking circuits around the Town
2. Implement a series of low-cost restriping and signage programs that add bike lanes where feasible and install shared lane markings and signage where possible.

#### **Strategy B: Improve walkability to key destinations and recreational opportunities.**

##### **RECOMMENDATIONS:**

1. Complete the key sidewalk connections to link destinations.
2. Complete additional sidewalk connections as recommended in the VDOT Rural Long-Range Plan for the Town
3. Improve key intersections to enhance pedestrian safety at crosswalks

#### **Strategy C: Improve Bicycle and Pedestrian Access Between English and Shreve parks.**

##### **RECOMMENDATIONS:**

1. Plan and implement a multiuse trail along Pittsylvania Avenue to connect English Park to downtown and to Shreve Park.
2. Develop intersection improvement projects to ensure safe crossings of Seventh and Main Streets along Pittsylvania Avenue.

### **Goal 7 – Expand the Trail Network**

#### **Strategy A: Implement key trail connections**

##### **RECOMMENDATIONS:**

1. Create a trails connection to Lane Access
2. Develop Lane Access Road east from Pittsylvania Ave. to the water treatment plant as a multi-use trail.
3. Develop the sewer easement east from Pittsylvania Avenue to the water treatment plant as a multi-use trail to create a loop.

4. Study options and routes for a trail from the sewer plan east to the town limits.
5. Add loop trails to English Park (*refer to English Park Goals*)

## Public Survey

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### Parks Usage

- 29.1% of residents use the parks at least once a week
- 64.6% of residents use the parks a few times a month
- 2.9% of residents never use the parks

### Most popular amenities (over 50%)

Walking & hiking trails	87.4%
Playgrounds	67.5%
Covered shelters	58.3%
Picnic areas	56.8%
The Booker Building	52.4%

### Least popular amenity

Tennis Courts	9.2%
Bottom 4 are all athletics (interesting observation)	

### Top 3 concerns

Outdated equipment/facilities	44.2%
Maintenance and cleanliness	39.3%
Security or safety issues	36.4%

### Rate the condition of the parks

Good

### If household has a need for facilities (over 50%)

Walking and biking trails	95.9%
Picnic areas/shelters	84.4%
Large community parks	75.0%
Playgrounds	72.6%
Small neighborhood parks	68.5%
Outdoor amphitheater	67.5%
Boat ramps/kayak access	66.9%
Outdoor water spray parks	64.1%
Mountain biking trails	50.3%
Off-leash dog parks	49.7%

### Lowest 5 – all athletics (except skate park)

### If there is a need are they being met (partly to not met)

Outdoor water spray parks	97.0%
Disc golf course	94.6%
Outdoor amphitheater	93.9%
Skateboard parks	90.6%
Pickleball courts	89.7%
Off-leash dog parks	88.0%
Volleyball	86.9%

Horseshoes	77.5%
Mountain biking trails	76.2%
Gymnasium for indoor activities	71.0%
Outdoor tennis courts	69.0%
Softball fields	53.1%
Boat ramps/kayak access	51.4%
Satisfaction with parks	
Very satisfied	9.7%
Satisfied	45.2%
Neutral	37.4%
Importance of parks and trails to quality life	
Very Important or Important	95.6%
NOT	3.4%
Support building new improvements and amenities	
Strongly Support or Support	91.7%
Strongly oppose	2.4%
Support building new improvements and amenities to assist economic development	
Strongly Support or Support	91.7%
Strongly oppose	2.4%
Events for the future	
Music events	79.1%
Farmers market	78.6%
Festivals	77.2%
Food events	72.3%
Movie nights	66.0%
Antique/Craft fairs	58.7%
Wine/Beer tastings	55.8%
Bottom 2 are all athletics, tournaments and foot races (interesting observation)	
77.7% walk for pleasure at least a few times a month	
53.9% never bike	
69.9% want recreation trails in parks and around town	
Only 9.2% of people don't want trails	
Separate bike lanes are the most popular (38.8%)	
48.5% don't bike around town though	
Under age 5	30.10%
Ages 5-9	33.01%
Ages 10-14	34.95%
Ages 15-19	27.67%
Ages 20-24	23.30%
Ages 25-34:	34.95%

Ages 35-44	43.20%
Ages 45-54:	33.50%
Ages 55-64	30.58%
Ages 65-74	23.79%
Ages 75+	19.42%

69.4% of respondents were Town of Altavista residents

62.6% were female

## Common Themes in Altavista - **DRAFT**

	<i>as identified in...</i>	Parks Assessment	Public Meeting	Public Survey	Stakeholder Interviews
<b>BUILD NEW</b>					
Disc Golf				X	X
Dog Park			X	X	
Nature Playground			X	X	
Splash pad			X	X	
Trails		X	X	X	X
<b>IMPROVE</b>					
Access to park from downtown		X	X	X	X
Access to river		X	X	X	X
ADA accessibility		X			X
Booker Building			X	X	X
Loop Trails		X	X	X	X
Playgrounds		X	X	X	X
Restroom		X	X		
Vehicular/Pedestrian circulation		X	X		X
No connection to Neighborhoods			X	X	X
Connection to Neighborhoods			X	X	X
Desire for additional programming (events)			X	X	

- KEY**
- 1 New playground
  - 2 Stream restoration
  - 3 New bridge
  - 4 Alternate splash pad location
  - 5 Create new entry to War Memorial Park
  - 6 Improve parking
  - 7 Create connection to YMCA
  - 8 Trail access at Pitsylvania Ave.
  - 9 Connection to lane access
  - 10 Improve front entrance
  - 11 Improve circulation
  - 12 Create river access
  - 13 Create river overlook
  - 14 Improve circulation
  - 15 Revitalize and update Booker Building
  - 16 Improve access to overpass
  - 17 Downtown gateway
  - 18 Create event space
  - 19 Add pavilion
  - 20 Add splash pad
  - 21 Improve circulation
  - 22 Improve playground
  - 23 Convert road to trail
  - 24 Add loop trail
  - 25 Create river access
  - 26 Improve circulation
  - 27 Dog park
  - 28 Frisbee golf course
  - 29 Fix road around pier
  - 30 Future improvement of ball fields
  - 31 Future seating pond
  - 32 Extended trail system



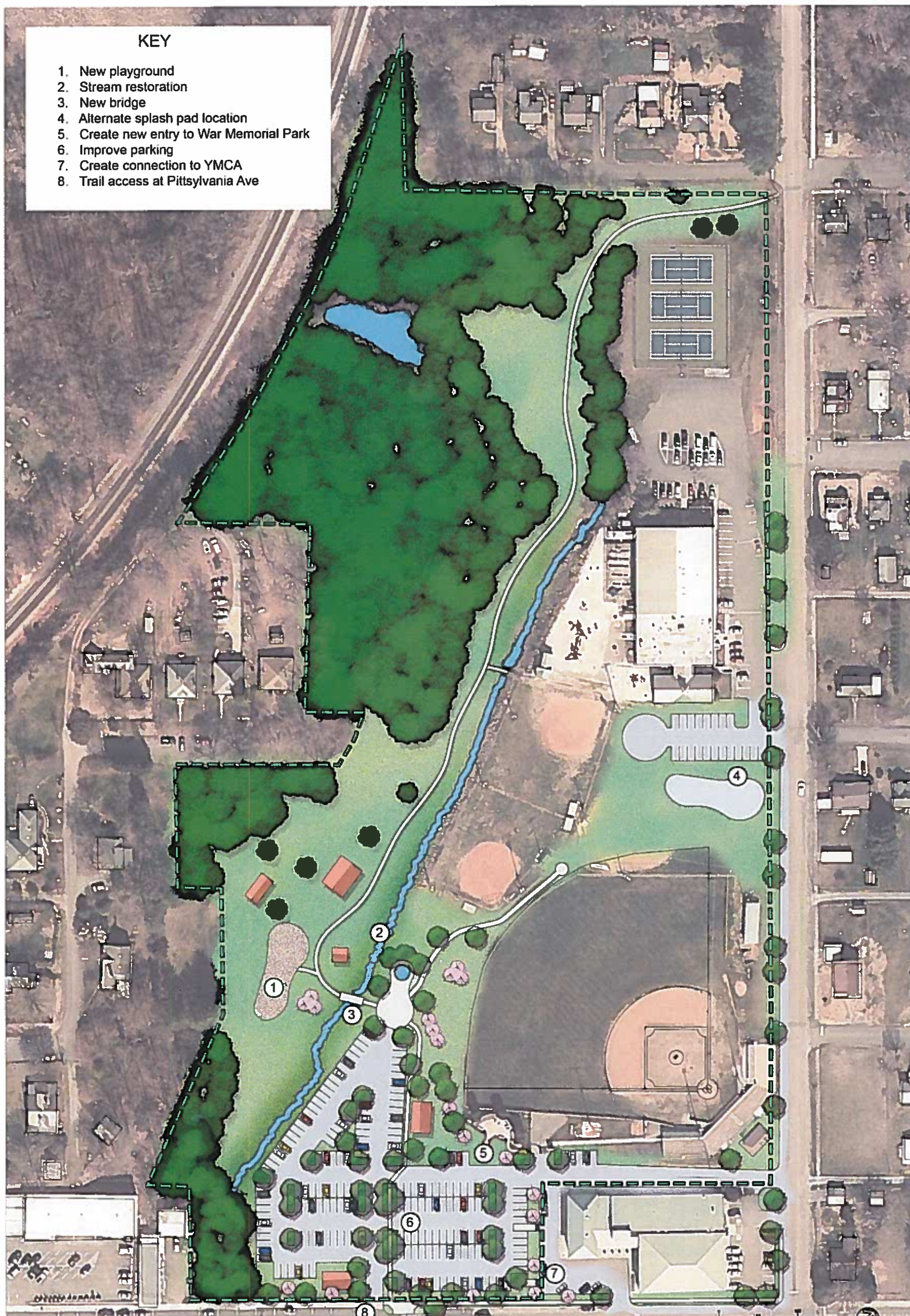


- KEY
- 1. Connection to Bedford Ave.
  - 2. Trailhead at mausoleum
  - 3. Historic railroad interpretive site
  - 4. New loop trails
  - 5. Existing trails



# KEY

1. New playground
2. Stream restoration
3. New bridge
4. Alternate splash pad location
5. Create new entry to War Memorial Park
6. Improve parking
7. Create connection to YMCA
8. Trail access at Pittsylvania Ave



Major Destinations:

- 1. Abbott Laboratories
- 2. Avoca Museum
- 3. Schrader Bridgeport International Inc
- 4. Moore's Electrical Mechanical
- 5. Altavista Elementary School
- 6. Virginia Technical Institute
- 7. Graham Packaging Co
- 8. Ogden Road Mini Storage
- 9. Avondale Drive Community Playground
- 10. School Street Playground
- 11. City Owned Open Space
- 12. Bedford Avenue Playground
- 13. War Memorial Park
- 14. Altavista High School
- 15. Riverfront Open Space
- 16. Rage Plastic
- 17. University of Virginia Health System
- 18. BGF Industries Inc
- 19. Bennett's Mechanical Services Co
- 20. Altavista Waste Water Treatment
- 21. Dominion Altavista Station
- 22. Main Street & 7th Street Business District

**RI. 29 Connection**  
Proposal for long term connection potential along Rt. 29 as an off road multi-use path as part of a regional connectivity effort

**Riverfront Connection**  
Proposal for long term connection potential along riverfront. Greenway unsurfaced trail along river's edge and blueway along river with pull-in access for recreation.

LEGEND

Town Limit

Parks

Pedestrian Network

Bicycle Network

Trail Network

- Existing Trail
- Planned South-use Trail
- Potential Blueway Trail
- Potential Route 29 Connection

NOTE - See additional maps for more detail on specific network recommendations



## PLANNING COMMISSION AGENDA FORM

**Agenda Item and Number: #11**

(Public Hearings, New Business, Old Business, Staff Report, Permit Related, Citizen Request)

**Subject Title:** Staff Report- Permits**Meeting Date:** February 5, 2018**Action Needed: N/A**

(N/A: Information only)

### Subject Overview

Permits issued for January 2018:

<b>DATE</b>	<b>PERMIT #</b>	<b>APPLICANT NAME &amp; ADDRESS</b>	<b>REASON FOR PERMIT</b>
1/9/2018	01-18	Verizon Wireless, Elkridge MD	Antenna upgrades at 1618 Melinda Drive Tank
12-Jan	02-18	Thomas McCue 1000 Main Street	Interior renovations to Suite F
23-Jan	03-18	Thomas Rosak, 327 11th Street	6' x 20' front porch at 807 Lola Ave.

### Suggested / Required Action or Suggested Motion(s)

None required