

MEMORANDUM

To: Planning Commission

From: Kali Casper, AICP; Assistant Planning Director

Date: May 12, 2023

Subject: SUB 23-0001 – Northside Park Revised Section XII - Major Subdivision Preliminary Plat Review for 55 lots on 36.00 acres at 2150 Progress Street NW (Tax Map Numbers 166-10A; 166-10B; 166-17A; 166-17B; 166-A 4C) by Jeanne Stosser of CC&B Development, LLC (property owner)

The Planning Commission reviewed this major subdivision preliminary plat at its April 18, 2023 work session. In response to the staff report and discussion at the Planning Commission work session, the applicant submitted a revised plat and supplemental documents dated May 2, 2023. Staff has reviewed the revised materials and can provide the following comments in bold italics. The sections are in the order as outlined in the April 14th staff report; however, sections are only included where revisions were made.

Variance Requests

The applicant has made three variance requests. These variance requests were discussed in depth in the April 14th staff report. A list of the specific variances is provided in the summary at the end of this report for discussion at work session.

PLAT REVIEW

ARTICLE IV APPROVAL OF PLATS

DIVISION 2 PRELIMINARY PLATS

§ 4-200(c) 24: The applicant revised the bike lane width to 5'. *This addresses the comments from the April 14th staff report.*

§ 4-200(c) 29: *The revised plat contains sufficient topographical detail and information to confirm the feasibility of construction for future Progress Street. This is also noted in the transportation engineering memo.*

ARTICLE V REQUIREMENTS FOR DESIGN STANDARDS, PUBLIC IMPROVEMENTS, AND RESERVATION OF LAND FOR PUBLIC PURPOSES

DIVISION 2 LOT CHARACTERISTICS

§§ 5-200-204: *Lots shall have appropriate building sites; shall comply with minimum lot size; shall be served by a public street; additional considerations for common area and residual land.*

The Lot Table chart on Sheet 1 has been revised for Lot 67 and subsequent sheets show Lot 67 accurately.

DIVISION 3 STREETS

§5-313 (a)—*Street grades may not exceed 10% nor be less than 0.5%.*

Additional grading information was provided to ensure feasibility for the construction of future Progress Street. *The transportation engineering memo indicates that previous staff comments have been addressed.*

§5-318 (d)—*Driveways shall be no closer than fifty (50) feet to an intersection with a public street.*

The revised plat shows the restricted 50 foot area for driveways. ***This addresses previous comments from the staff report.***

§5-319—*Street trees required along all collector and arterial roads within or adjacent to the subdivision*

The plat cover sheet provides calculations for the required street trees for Phase I and Phase II of Progress Street. ***While the calculations are provided, the overall standard should be revised from “1 TREE / LF” to “1 TREE / 30 LF”.***

DIVISION 7 SANITARY SEWER

§§ 5-700-701 *Sanitary sewer required if available; construction and design standards*

As noted in the attached Sanitary Sewer Engineering email, the revised application provides profiles of existing and proposed sewers and addresses the previous comments relating to depths of cover over sewers and depth of manholes. ***Based on the information provided, the preliminary plat is compliant with §4-200(c)(31) as it meets all the standards in Subdivision Ordinance Division 7 Sanitary Sewer.***

DIVISION 8 STORMWATER MANAGEMENT

§ 5-800-806 *Stormwater management required; capacity standards for SWM facilities; use of watercourses and low-lying lands; maintenance of SWM facilities; drainage easements*

The Town stormwater engineer has reviewed the revised plat and additional documents, and the stormwater concept plan is approved at this time. The attached memo recommends more on-site stormwater quality treatment be considered and notes several items that will need to be addressed at the final plat and site plan phase. ***Based on the information provided, the preliminary plat is compliant with §4-200(c)(35) as it meets all the standards in Subdivision Ordinance Division 8 Stormwater Management.***

SUMMARY OF VARIANCES REQUESTED

- **§5-305:** Request to end existing streets in cul-de-sac rather than providing for the continuation/extension of existing streets
- **§5-317:** Request for 1500' maximum block length (standard is 1200')
- **§5-320:** Request to eliminate medians in collector roads

SUMMARY

The Planning Commission is asked to review the preliminary plat for compliance with the standards in the Zoning Ordinance and the Subdivision Ordinance. Planning Commission is also asked to evaluate the requested variances to subdivision ordinance standards.

ATTACHMENTS

- Engineering memo for Transportation dated May 11, 2023
- Engineering email for Sanitary Sewer Service dated May 9, 2023
- Engineering memo for Stormwater Management dated May 11, 2023

Application components provided in packet

- Comment Response Letter
- Letter of Submittal Documents
- Plat Submittal – All Sheets (1-29)

Application components previously provided

- Open Space Relocation Letter
- Traffic Impact Analysis Letter
- Variance Request Letter (except Geotechnical Report)
 - o Letter from Chris Lawrence to Carroll Givens dated February 18, 2018

Application components available online

- Stormwater Concept Narrative
- Stormwater Concept Plans
- Traffic Impact Analysis
- Geotechnical Report related to Variance Request Letter

MEMORANDUM

TO: Kali Casper, Assistant Planning Director

FROM: Randy Formica, Director, Engineering and GIS Department

DATE: May 11, 2023

SUBJECT: Northside Park Subdivision Section XII Preliminary Plat – Transportation Comments

This memorandum will address Town Staff transportation comments from the review of the preliminary plat for Northside Park Subdivision, Section XII, dated May 2, 2023.

Future Progress Street Construction

Staff's concerns regarding future Progress Street grading and proposed grading for Section XII, Phase I grading are addressed with this submittal.

Street Landings

The landing at the intersection of Claire Drive and Carroll Drive has been revised to show it as a 100 feet long landing at a 5% grade. Therefore, the landing meets the requirements of the Subdivision Ordinance and the previous comment is addressed

Connectivity

Connectivity comments are addressed with this submittal's street layout.

Conclusions

All transportation comments are now addressed.

From: [Shawn Veltman](#)
To: [Kafi Howard](#)
Subject: Northside Sanitary Sewer
Date: Tuesday, May 9, 2023 11:11:40 AM

Hi Kafi,

I reviewed the Northside resubmission and Balzer has addressed all of my comments regarding depths of cover over sewers, depth of manholes. They have also provided profiles for all of the existing and proposed sewers which makes me much more comfortable that they can make everything work in compliance with our specifications. I have no additional sewer comments.

I did note that that on Sheet 1, Note 23 it should say 1 Tree/ 30 LF rather than 1 Tree /LF

Shawn

Shawn H. Veltman, PhD, PE

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Please consider the environment before printing this e-mail!

MEMORANDUM

TO: Kinsey O'Shea
FROM: Kafi Howard, Town Engineer
DATE: May 11, 2023
SUBJECT: SUB23-0001-Northside Park Section XII – Stormwater Concept Plan and Floodplain Memo

This memo addresses the applicant's proposal for Preliminary Plat approval for the creation of 55 lots on 36 acres of land. The Engineering Department has completed the review of the Northside Park Section 12 Stormwater Concept Plan submitted on May 2, 2023. The SWM Concept Plan is **approved** at this time for the reasons described below. Per Chapter 18-605 of the Town code, a concept plan should be prepared at the time of the preliminary plan of subdivision, rezoning application, or special use permit application or other early step in the development process to identify the type of stormwater management measures necessary for the proposed project. The Town's review of this concept plan is to confirm that the stormwater management measures are capable of providing for Stormwater Management consistent with the Virginia DEQ Regulations and BMP Clearinghouse website to comply with **Sec. 4-200(c)(35)** of the Town Code.

Stormwater Management Required §5-800 – The stormwater management proposed for this subdivision is designed to be met with the use of three traditional detention ponds, 4 bioretention facilities and a Manufactured Treatment Device. Water quality requirements for this subdivision is 25.84 lb/year of phosphorus treatment. The plan is proposing to meet this requirement by treating 75% of the requirement on-site with the installation of 5 bio-retention facilities and a manufactured treatment device (MTD). The remaining 25% of the water quality will be met through the purchase of 6.42 lbs of off-site nutrient credits. The Town **recommends** that this development provide more on-site stormwater quality treatment instead of using off-site methods for 25% of the treatment. Additional on-site treatment will provide lasting beneficial water quality value to the Toms Creek watershed, whereas the current layout may degrade our local water quality.

Storm Drainage Design and Construction §5-805:

The preliminary plat appears to represent a **compliant** drainage design at this stage. Additional information confirming compliance will occur during the site plan development process.

Items noted on this concept plan that will need to be resolved at final plat & site plan phase are the following:

- Notes will need to be included at the time of final plat to clarify the shared temporary use of the Future Progress Street ROW. Beginning with the development of these parcel up until the future Progress Street Road is constructed, this ROW is planned for the public and private uses defined here: Town access to the public pump station and Private access to the stormwater management facilities between Claire Dr. and Craig Dr.

- Highly erodible soils exist on large areas of this development. All channels and stormwater conveyances within these areas must be designed accordingly.
- Designs for access to all stormwater facilities must be addressed at site/engineering plan stage.

Floodplain Management §5-101:

- A flood study was performed by Parker Design Group and was approved for this watershed in November of 2018. The limits of this approved flood hazard overlay is illustrated on the preliminary plat. This preliminary plat appears to be in **compliance** with the Floodplain Hazard Overlay provisions.