



CITY COUNCIL AGENDA REPORT

To: Honorable Mayor and Members of City Council

Meeting: August 19, 2019

Subject: **2019 Annual Report: Planning Commission,
Board of Zoning Appeals, and Architectural Review Board**

On behalf of the City Planning Commission, the City Board of Zoning Appeals, and the City Architectural Review Board, we are pleased to provide this Fiscal Year 2019 annual report of their activities to City Council.

Respectfully submitted,

Tina M. Carr
Secretary to the Planning Commission

Donna M. Payne
Secretary to the Board of Zoning Appeals
Secretary to the Architectural Review Board

PLANNING COMMISSION SUMMARY

The Planning Commission considered 21 applications during FY2019. Below is a summary of the applications and their disposition.

Planning Commission - July 1, 2018 through June 30, 2019				
	Applications	Recommended	Did not recommend	Withdrawn by applicant
Rezoning	12	11		1
Amend proffered conditions or development plan	2	2		
Right-of-way vacation	3	3		
Plan amendment	3	3		
Zoning ordinance amendment	1	1		
Total	21	20	0	1

There were ten (10) regular public hearings held in this fiscal year. There was one (1) joint City Council - Planning Commission session.

Board Member	Attendance
Karri Atwood	6 of 10
Sarah Glenn	10 of 10
Kermit "Kit" Hale	7 of 10
Lora Katz	9 of 10
Angela Penn	5 of 6 (Term ended December 2018)
Anthony "Tony" Russell	6 of 6 (Term ended December 2018)
Frank Martin	6 of 6 (Term began January 2019)
James Smith	9 of 10
Pamela Smith	5 of 6 (Term began January 2019)

In addition, Planning Commission held two joint work sessions with Roanoke County Planning Commission on April 5, 2019, and June 7, 2019, to discuss Roanoke County's Oak Grove planning study and the City's new comprehensive plan, City Plan 2040.

BOARD OF ZONING APPEALS SUMMARY

The Board of Zoning Appeals considered 36 applications during FY2019. Below is a summary of the applications and their disposition.

Board of Zoning Appeals – July 1, 2018 through June 30, 2019					
	Applications	Approved	Denied	Withdrawn	Continued
Variances	1		1		
Special Exceptions	35	32	2	1	
Appeals					
Consideration to rehear					
Total	36	32	3	1	0

There were twelve (12) regular public hearings held in this fiscal year.

Board Member	Attendance
Valeria Alphin	10 of 12
Antwyne Calloway	12 of 12
Robert Clement	2 of 2 (Term began 11/05/18/ resigned 2/28/19)
Marcus Huffman	12 of 12
Robert Logan	12 of 12
Bryan Musselwhite	9 of 12
Walton Rutherford	8 of 12
W. Michael Woolwine	6 of 6 (Term ended 12/31/18)

ARCHITECTURAL REVIEW BOARD SUMMARY

The Architectural Review Board considered 53 applications during FY2019. Below is a summary of the applications and their disposition.

Architectural Review Board - July 1, 2018 through June 30, 2019								
	Applications	Approved	Approved as amended	Approved Consent Agenda	Denied	Appealed to City Council	Continued	Withdrawn
Certificate of Appropriateness - Board	53	6	33	5	3	2	0	6

There were eleven (11) regular public meetings and one (1) special meeting (April 25, 2019, to discuss Angels of Assisi project) held in this fiscal year. The public meeting to be held December 13, 2019, was canceled due to building evacuation.

Board Member	Attendance
Anne Beckett	8 of 8 (Term began 10/4/18/resigned 6/14/19)
John Fulton	10 of 12
Katherine Gutshall	12 of 12
Bill Hume	10 of 12
Drew Kepley	9 of 12
Bill Mason	12 of 12
David Parr	2 of 4 (Term ended 10/1/18)
Shawn Swain	7 of 8 (Term began 10/4/18)
Christopher Vail	3 of 3 (Term ended 10/1/18)