



Minutes of Council Meeting
Buchanan, VA

May 9, 2022

Present: Mayor Craig Bryant
Vice Mayor Chris Witt
Councilmember James Manspile
Councilmember Marlon Rickman

Attending: 4 citizens, Board of Supervisor Amy White, 3 employees

Mayor Craig Bryant called the May 9, 2022 Council meeting to order at 7:00 p.m. This meeting was held in the Council Room. Mayor Bryant asked Town Clerk Claudine Stump to take roll call. With four councilmembers present, a quorum was established. A moment of silence was held, and all that were present stated the Pledge of Allegiance.

Mayor Bryant stated that the agenda needed to be modified. It will be a new action item added that is number six: Discussion of the proposed Veteran's Banner Program. Mayor Bryant made a motion to add that item with a second from Councilmember Manspile. Mayor Bryant asked for further discussion. With no further discussion, the motion carried with a vote of 4 – 0.

The first item of business was to consider approval of the April 2022 Financial Report and unpaid bills. A motion for approval for all items under the consent agenda was made by Councilmember Manspile with a second from Vice Mayor Witt. Mayor Bryant asked for further discussion. With no further discussion, the motion carried with a vote of 4 – 0.

Next on the agenda was Awards, Recognitions, and Presentations. There were no awards, recognitions, or presentations.

Next on the agenda was Citizen Comments and Petitions Regarding Agenda Items. No one had signed up to speak.

Next on the Agenda was New Business/ Action Items/ Public Hearings. First action item was consideration of Resolution R22-0509-01: A Resolution Authorizing Acceptance Performance Agreement from Virginia Economic Development Partnership (VEDP)'s Virginia Brownfield Assessment Fund (VBAF) Grant for the Former Groendyk (Button Factory). Mayor Bryant asked Town Manager McCulloch to briefly summarize what the resolution is about. Town Manager McCulloch stated that there is an economic development fund called the VBAF that is administered by the VEDP. The Town applied for

the Groendyk building. This will be used for phase one environmental testing such as asbestos, lead based paint, and planning. The money will come to the Town, and Town will pay the consultant when the work is done. Mayor Bryant asked for any questions. Councilmember Manspile made a motion to approve the Resolution with a second from Mayor Bryant. Mayor Bryant asked for further discussion. With no further discussion, the Resolution was approved with a vote of 4 – 0. The next action item was consideration of Resolution R22-0509-02: A Resolution Authorizing Contracting with Stantec to Provide Planning/ Engineering Services for the Virginia Brownfield Assessment Fund (VBAF) Grant for the Former Groendyk (Button Factory). Councilmember Manspile made a motion to approve the Resolution with a second from Councilmember Rickman. Mayor Bryant asked for further discussion. With no further discussion, the resolution was approved by a vote of 4 – 0. The next action item was consideration of Resolution R22-0509-03: A Resolution Implementing of a Policy for Town Owned Flags and Flagpoles. Town Manager McCulloch stated there is a proposal to change the time and occasion for displaying the flag. To install the flags from the ground is very time consuming, and also, there is an idea to install and take down flags safely by adapting the truck. To help employees do this and enjoy their holiday, the proposal is to install the flags the work day before the holiday and take them down the work day following the holiday. Mayor Bryant made a motion to approve the Resolution with a second from Councilmember Manspile. Mayor Bryant asked for further discussion. With no further discussion, the Resolution was approved by a vote of 4 – 0. The next action item was consideration of Resolution R22-0509-04: A Resolution Awarding Real Estate Investment Matching Grants to Businesses in the Town of Buchanan. Mayor Bryant stated that this is for the seven proposals that Council saw at the Work Session for the matching grant. Mayor Bryant asked for any questions. This is not a question: Mayor Bryant thanked the Town Manager and her staff for designing and marketing the grant, and Council for working through them. Councilmember Manspile made a motion to approve the Resolution with a second from Mayor Bryant. Mayor Bryant asked for further discussion. Vice Mayor Witt stated that he was abstaining from the vote. With no further discussion, the Resolution was approved by a vote of 3 – 0. The next action item was consideration of Resolution R22-0509-05: A Resolution Authorizing the Purchase and Installation of Town Hall HVAC System. Town Manager McCulloch stated that we are working with Donald Electric to update the HVAC system for Town Hall. It will help it be more efficient and regulate rooms that are not being heated or cooled properly. It will also provide safety measures with UV lights in the meeting room for public gatherings. Councilmember Manspile stated that he learned a lot of valuable information that has come about because of COVID. It was nice to see the technology available to HVAC contractors and the information that was provided to Council to see what was available to us. We are lucky to use the ARPA funds so the taxpayers do not have to pay for it. Councilmember Manspile made a motion to approve the Resolution with a second from Councilmember Rickman. Mayor Bryant asked for further discussion. With no further discussion, the resolution was approved by a vote of 4 – 0. The last action item was Council's decision on the request for veteran's banners. Mayor Bryant made a motion to take that project and move it to the master planning process for that to be considered along with other ideas and projects when it comes time for that process to begin. Councilmember Manspile seconded the motion. Mayor Bryant stated that Council will send a letter to the requester outlining what Council is doing. Mayor Bryant asked for further discussion. With no further discussion, the motion was approved by a vote of 4 – 0.

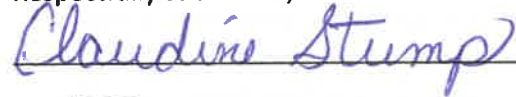
Next on the agenda was reports. Town Manager McCulloch stated regarding public works, staff was unable to come in to take care of an emergency on Saturday. We had to hook up the generator at well one due to a power outage. We are taking steps to make sure this will be covered next time. We would

like to thank Councilmember James Manspile for taking the generator to well one and unhooking it the next day. We did haul it back today. We do have better measures in place for emergencies and on call. Public works has mowed, replaced the Lions Club signs and the one-way sign at the bank, worked on the repair list for the carnival, and is getting ready to accept the container to be delivered behind the warehouse for storage. There is a question about disposition of old equipment that can be pondered on. We have the red truck, the old jetter, the mower, and the snow plow. It can be listed on eVA or we can look at other options, but the logo has to be removed from the red truck. There were 13 Miss Utilities, 4 water cut offs, 2 sewer backups, and 5-line repairs for sewer. The repairs were at 107 Bridge Street twice, 314 3rd Street, 151 Culpepper, and 151 Boyd. We had to arrange help to get the Water Street pump station unclogged. Town Manager McCulloch stated that in Community Development we did celebrate the Civil War History Weekend. We had 128 participants, 98 preregistered with 30 walk-ins. Buchanan Elementary School students toured on Friday. The event organizers are happy to know the date has been set for next year. Town Manager McCulloch thanked Council for making that happen. The community market was held last weekend. One vendor who was selling eggs stayed past closing because she was doing so much business. They are working on the Ordinance update. With Carnival, the rides contract has been signed, bread has been ordered, and the food has to be expanded to Sysco because our usual vendor US Foods is having delivery issues. There was a Carnival Committee meeting in April. A majority of the big tickets have been distributed. We are always looking for additional volunteers. The LOVE Works sign ribbon cutting is tomorrow at noon with BTech. The LEU bike ride will be coming through Town in the morning. The fishing carnival which is now BOCO Wild will be the first Saturday in June. The Ironman Race is the first Sunday in June. Town Manager McCulloch stated that regarding Public Safety, the street sweeping was done that morning. Town did not have an exact date because VDOT had to work with several towns. Town is working with VDOT on 7 ADA ramps. LES replaced one of the lights on the Main Street Bridge from our supply and is ordering the other bulb. Town has started receiving grass complaints. Town Manager McCulloch stated that there was no Planning Commission meeting this month. Mayor Bryant thanked Town Manager McCulloch. Councilmember Manspile asked what had to be done for the water for the swimming pool for BOCO Wild? Town Manager McCulloch stated the Fire Department will be pulling the water from 2 different hydrants. We will be figuring out where the pool is going. Town is working with DCR to figure out how to release the water into the river safely. Councilmember Manspile asked if we were charging for the water. Town Manager McCulloch stated that Town is, but the fee can be waived if Council wants. Councilmember Manspile stated that because of the kids and citizens enjoyment of the BOCO Wild, he makes a motion to waive the fee for the water with a second from Councilmember Rickman. Town Manager McCulloch thanked Council and stated she is sure they will be appreciative. Mayor Bryant asked for further discussion. With no further discussion, the motion was approved with a vote of 4 – 0.

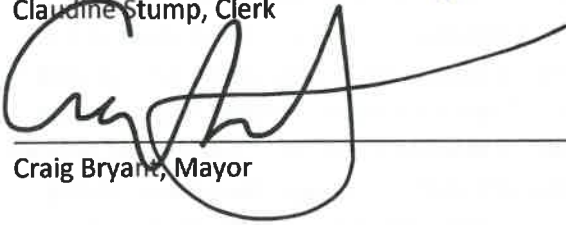
Mayor Bryant stated that Town Manager McCulloch and Council needs to communicate about the 9/11 walk being put on the Special Events Calendar. Town Manager McCulloch stated that she still needed to communicate with Mr. Price. Mayor Bryant stated that it needs to be put on the agenda as soon as possible. Mayor Bryant stated there has been an issue with black marks on the roads. Someone must be trying out a new vehicle and can afford new tires. If anyone sees anything, please call the Sheriff's Department and turn that in. Councilmember Rickman stated they are spinning in the gravel lot across from Copper Top. Town Manager McCulloch stated that she emailed pictures and an update to Sheriff Ward.

With no further discussion, a motion for adjournment was made by Councilmember Manspile with a second from Mayor Bryant. The motion to adjourn was passed with a vote of 4-0. The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

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Claudine Stump, Clerk

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Craig Bryant, Mayor



To: Town Council, Town of Buchanan

Case: Town Council Special Use Public Hearing

Location: Town of Buchanan Town Hall, 19753 Main Street, Buchanan VA 24066

Date/Time: February 14, 2022 at 7:00 p.m.

Background: an application for a Special Use Permit has been submitted by Sycamore Development, LLC on behalf of R & M Acquisitions, LLC to allow a Mixed Use Development at the real property commonly referred to as the Groendyk properties and identified as Town Parcels ID#65A-66 and 65A-68) to redevelop into an apartment facility with 22 apartments, greenspace, and brewpub. The Town of Buchanan's Planning Commission's Public Hearing was held on February 14, 2022 at 6PM

Future Land Use Designation:

The property was just rezoned to Trade, and a Mixed-Use Development is allowed by Special Use Permit

Zoning of Surrounding Properties:

Mostly surrounded by Low Residential (RL), Manufacturing, and Trade.

Site Development Plan:

Concept, engineered drawings and rough landscape plan included in packet

Staff Recommendation:

That the aforementioned parcels of land, which is contained in the Town of Buchanan and Botetourt County tax maps as Parcel #s 65A-66 and 65A-68 and legally described below, be granted the Special Use Permit request with conditions set forth below.

CONDITIONS ATTACHED TO THE SPECIAL USE PERMIT:

- 1) The proposed development will be in general conformance with the Buchanan Button Factory concept plan, engineered drawings, landscape plan dated 1/30/2022 - renderings; 2/6/2022 - elevations; and the 2/9/22 site plan.
- 2) The adjacent greenspace located on Parcel #65A-68 will be used only as open space and a no development is permitted without Town Council prior approval.
- 3) The Applicant and property owner shall comply with all state federal and local laws and ordinances, including but not limited to zoning, noise, and landscaping requirements
- 4) The Special Use Permit will expire and will be void if the Applicant does not obtain a building permit and commence construction within one year from the date of this SUP approval.
- 5) All outdoor activities in the greenspace will end by 10PM.
- 6) Permanent post construction lighting will be pointed in a down direction. All post-construction lighting shall be dark sky compliant.
- 7) Williams Lane shall not be used for primary ingress and egress to the Property.



- 8) Prior to construction, the Applicant will submit a construction plan for review and approval by the Town Manager. The construction plan shall include the anticipated construction hours, anticipated construction schedule, and measures to mitigate dust, noise and any impacts on the adjacent streets and properties.
- 9) The architectural design and façade shall be in general conformance with the elevations submitted with the Special Use Permit. If the Applicant modifies the elevations and façade of the buildings, the Applicant will submit the revised elevations to the Town Council for review prior to the approval of a building permit.
- 10) These conditions shall run with the land and be binding on all successors and assigns.
- 11) The Special Use Permit may be revoked by Town Council for noncompliance with these conditions after following the procedure set forth in the Virginia Code.