

**Town of Broadway
Planning Commission
Meeting Minutes
Monday, February 12, 2024
7:00 p.m.**

The Broadway Planning Commission met in the Council Chambers of the Broadway Town Hall on Monday, February 12, 2024. Planning Commission members present were Eddie Long, Tim Schmoyer, Travis Driver, Elizabeth Fawley and Scott Campbell. Staff members present were Deputy Town Manager, Cari Orebaugh and Town Clerk, Donna Lohr.

Chairman Eddie Long called the meeting to order at 7:00 p.m. and established a quorum with five members present.

Mr. Long welcomed newly appointed Planning Commission members Elizabeth Fawley and Scott Campbell.

Approval of Minutes:

Mr. Tim Schmoyer made a motion to approve the minutes from the January 8, 2024, meeting of the Planning Commission, as presented. Ms. Elizabeth Fawley seconded the motion which passed with the following recorded vote:

Elizabeth Fawley	Aye	Tim Schmoyer	Aye
Travis Driver	Aye	Scott Campbell	Aye
Eddie Long	Aye		

New Business:

a. Comprehensive Plan Update

Mr. Eddie Long advised that the only item under New Business was a review of the Housing Chapter, Chapter 6, of the Comprehensive Plan Update.

Mr. Jeremy Crute, with the Central Shenandoah Planning District Commission (CSPDC), provided a presentation summarizing changes made to Chapter 6 of the Comprehensive Plan Update, as well as a few changes to the Transportation Chapter, based on feedback from the last meeting. A copy of the updated Transportation Chapter, Chapter 7, is on file with the minutes.

Mr. Crute began his presentation by showing a list of the most pressing transportation needs in Broadway and asking Planning Commission members if they agreed with the prioritization of the list. Mr. Travis Driver remarked that Town Council Members had commented at their meeting that they would like to see a sidewalk on the south side of E. Springbrook Road to Route 259 before the start of the 2024/2025 school year. Pedestrian traffic from the high school will likely increase in this section due to the opening of the Southern States convenience store.

Mr. Crute then asked Planning Commission members for their input on the 2023 listed projects. Mr. Travis Driver made Mr. Crute aware that the Route 259 Bridge may be named after a Broadway High School alumnae in the future.

Ms. Cari Orebaugh suggested changing Item #7, the Linville Creek Greenway, as that project has been refocused, due to the pending Shenandoah Rail Trail.

Mr. Crute then discussed a map indicating the proposed pedestrian network. The existing sidewalk infrastructure and the proposed sidewalk projects will allow for connectivity in Broadway from all four corners of town limits.

Mr. Crute then asked Planning Commission members to review the transportation goals listed in his presentation and voice any changes that need to be made. No changes were suggested. Mr. Crute then moved on to discuss Chapter 6, the Housing Chapter. A copy of the updated Housing Chapter is on file with the minutes. Mr. Crute provided a brief recap of the community survey results on this topic. The data from the survey regarding housing is included in the presentation. Mr. Crute summarized that there is good diversity of housing units in the Town of Broadway. There is variation in number of bedrooms per unit, as well as varying ages of housing stock. Overall, Broadway has relatively young housing stock, with approximately 69% being owner occupied units. Housing costs in Broadway are up approximately 50% since 2010. Mr. Crute then mentioned that the housing goals are from the previous Comprehensive Plan, and he welcomed Planning Commission members' input for any changes to the goals. Planning Commission members discussed the first goal and determined that it should not be listed as the #1 goal. Rockingham County does not need to be included and the wording should be changed to state, "The Town will work to ensure that older structures are being maintained to ensure safety." Planning Commission members agreed that the other four goals are good. Mr. Crute then presented the completion timeline, stating that Chapter 8, Utilities, is the next chapter to be reviewed and discussed in March. Lastly, Mr. Crute remarked that he would proceed with sending the Transportation Chapter to VDOT for preliminary review if the Planning Commission is ready for him to do that. He advised that it will likely take several months for VDOT to respond with comments on that chapter. Planning Commission members agreed that Mr. Crute should proceed with sending the Transportation Chapter to VDOT for review.

Old Business:

a. Certified Planning Commission Training:

Ms. Orebaugh reminded Planning Commission members that Certified Planning Commissioners Training is coming up on March 14 & 15, 2024 and May 9 & 10, 2024 with an at-home study section in between those dates. It is an expectation that Planning Commission members complete this training. The hours for the training are 8:30 am – 4:30 pm for all four days. Ms. Orebaugh advised that she can host a virtual session here in the Council Chambers, or members may do the training virtually at a site of their own choosing, or the Town will pay for members to attend the training on-site in person. Ms. Orebaugh requested that members let her know within the next week which option they would like to do.

Other Business:

Ms. Orebaugh remarked that the next Planning Commission meeting is scheduled for March 11, 2024.

Adjournment:

With no further business to discuss, **Mr. Travis Driver made a motion to adjourn the Planning Commission meeting at 7:50 p.m. Mr. Tim Schmoyer seconded the motion which passed on a unanimous 5-0 voice vote of Planning Commission members.**

Donna Lohr, Town Clerk/
Secretary to the Planning Commission