



REGULAR MEETING OF STAUNTON CITY COUNCIL
Thursday, January 8, 2026
7:00 p.m.
Rita S. Wilson Council Chambers

PRESENT: Mayor Michele D. Edwards
Vice Mayor Brad D. Arrowood
Adam F. Campbell
Jeff L. Overholtzer
Corrie R. Park
Blake N. Shepherd
Alice L. Woods

ABSENT: None

ALSO PRESENT: Leslie Beauregard, City Manager
John Blair, City Attorney

Mayor Edwards called the meeting to order: Mayor Edwards called this meeting of Staunton City Council to order.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Councilor Woods.

The City Manager introduced Anna Leavitt as Staunton's Economic Mobility and Opportunity Special Assistant.

MAYOR'S REPORT

Mayor Edwards highlighted the Council's accomplishments in 2026 including: the development of a Housing Strategy and Commission, a completed water tower with an artistic depiction of the city, the construction of a new juvenile court on time and under budget, a new Gypsy Hill Park pool house, the enactment of a bee ordinance, establishing a new picture book pathway at Montgomery Hall Park, the refuse modernization project, stream restoration at Gypsy Hill Park, a new Wawa, and coming in second in the national Stamp Out Hunger contest.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Councilor Overholtzer stated that he was proud of the adoption of the new Staunton Plan and continuously making improvements rather than just maintaining the status quo.

Councilor Campbell stated that he was appreciative of the public's support of the Comprehensive Plan update and that he hopes a draft is available for public review this coming Spring.

Vice-Mayor Arrowood stated the he was happy to see progress on Uniontown and wanted to continue the improvements in that area.

REGULAR MEETING

A. Consent Agenda (Note: All Resolutions and Ordinances adopted by the Council shall appear at the conclusion of these Meeting Minutes.)

A.1. Approval of Minutes

Work Session and Regular Meeting of December 11, 2025

A.2. Approval of Transfer of Already Appropriated Funds Within the Capital Improvement Fund

A.3. Consideration of Ordinance Amendment for Snow and Ice Removal From Sidewalks

A.4. Consideration of 2026-2028 Staunton Plan

Mayor Edwards made the following statement:

“Per Procedure Memorandum No. 14, it is the policy of City Council to have routine, non-controversial items placed on a Consent Agenda. All items on the Consent Agenda will be voted on in one motion. If separate discussion of an item is requested by any member of Council, that item shall be removed and considered separately at the end of the regular meeting agenda.”

Mayor Edwards asked if any Councilmembers desired to remove any item from the Consent Agenda to be placed on the regular meeting agenda for separate consideration.

Councilor Campbell stated that he wanted to acknowledge two pieces of feedback the Council received concerning the snow removal ordinance. First, he wanted to state that enforcement of the ordinance would be mostly complaint based. He also stated that state law did not permit the City to establish different standards for sidewalks in different parts of the City.

Councilor Campbell moved to approve the Consent Agenda as presented.

The motion was seconded by Councilor Park and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

B. Public Hearing and Consideration of a Request by River Rock Properties, LLC, to Vacate, Discontinue, and Abandon that Portion of a 12-Foot Alley Lying Between Lots 9–12 of Block D and Lots 10–13 of Block B of the Rose Crest Addition

Tim Hartless, Planning Manager, stated the following: Thomas Wilkinson, representing River Rock Properties, LLC, is requesting to vacate approximately 200 feet of a 12-foot-wide alley which runs from Steffey Street north and terminates at the side property line of 208 Straith Street. The alley was created as part of the Rose Crest Addition which was recorded in Augusta County in 1925. The area was annexed into the City in 1948.

At the northern end of the alley is the Evergreen Townhouse Apartment Complex at 208 Straith Street. It does not appear that anyone from the apartment complex uses this alley. All other properties adjoining the subject portion of the alley are owned by the applicant.

At its meeting on December 18, 2025, the Planning Commission conducted a public hearing. During the public hearing no one spoke in opposition to the request and on a 4-0 vote, the Commission unanimously voted to recommend approval of the vacation.

Mayor Edwards stated the following:

“In a moment, I will open the Public Hearing. It is a time that Council sets aside to hear from citizens and others about a specific topic.

We ask that you please give your name, your address, and then keep your remarks at five minutes or less. When you reach the five-minute time limit, I will let you know that your time limit has expired.

For our Zoom participants, please raise your hand now if you wish to speak on this particular matter. If you raise your hand during this Public Hearing, you will also be able to raise your hand during this Council meeting for other Public Hearings and Matters from the Public. Please keep your comments to five minutes. Once everyone who wishes to speak has had an opportunity, I will then close the Public Hearing.

I will now open the Public Hearing, so if you wish to speak, please approach the podium. We will alternate between individuals physically present and those that have their hands raised via the Zoom platform.”

The public hearing was opened.

Daniel Hansen, representing the property owner, stated that the alley dead ends at the end of the owner’s property and does not affect any other property owner.

Mayor Edwards closed the public hearing.

Councilor Woods moved that Council adopt the ordinance and approve the alley vacation as recommended by the Planning Commission.

The motion was seconded by Councilor Overholtzer and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

C. Consideration of a Request by RCP 2, LLC, for a Special Use Permit at 126 Guy Street, Under the Provisions of Staunton City Code Section 18.30.030(6) to Allow a Planned Residential Development Consisting of Four Single-Family Attached Dwellings and a Common Parking Area

Tim Harless, Planning Manager, stated the following: RCP 2, LLC, is requesting a Special Use Permit at 126 Guy Street to construct four single-family attached dwellings (townhouses). The property is located on Guy Street near the intersection with Ranson Street and Straith Street. RCP 2, LLC, acquired the property in July 2024, and is now requesting a Special Use Permit for a Planned Residential Development (PRD) for single-family attached dwellings with a common parking lot. The common parking arrangement is permitted only within a PRD. The property is zoned R-3, Medium Density Residential District, and a PRD can only be approved through the Special Use Permit process. As proposed, the parking lot will have two points of access to Guy Street with eight parking spaces.

On a 4-0 vote, the Commission unanimously voted, on December 18, 2025, to recommend approval of the special use permit with the following conditions:

1. No more than four single-family attached dwellings are permitted.
2. All work must be done in general conformance with the approved master plan and strict conformance with the approved special use permit.
3. All common areas, shared parking areas, and associated landscape (landscape required by SCC Chapter 18.175) must be owned and maintained by a Home Owners Association.
4. A site plan of development will be required and must be approved by the City of Staunton before work shall commence on the Property.
5. A final subdivision plat will be required to create lots for the common area, parking area, and individual building lots

Vice-Mayor Arrowood complimented the Planning Commission’s proposed conditions.

Mayor Edwards asked if there was a timeline associated with the site plan.

Mr. Hartless stated that a site plan usually takes four to six months to approve. He stated that once approved, the site plan is in effect for five years.

Mayor Edwards stated the following:

“In a moment, I will open the Public Hearing. It is a time that Council sets aside to hear from citizens and others about a specific topic.

We ask that you please give your name, your address, and then keep your remarks at five minutes or less. When you reach the five-minute time limit, I will let you know that your time limit has expired.

For our Zoom participants, please raise your hand now if you wish to speak on this particular matter. If you raise your hand during this Public Hearing, you will also be able to raise your hand during this Council meeting for other Public Hearings and Matters from the Public. Please keep your comments to five minutes. Once everyone who wishes to speak has had an opportunity, I will then close the Public Hearing.

I will now open the Public Hearing, so if you wish to speak, please approach the podium. We will alternate between individuals physically present and those that have their hands raised via the Zoom platform.”

The public hearing was opened.

Justin Shimp, one of the co-owners of the project, stated that he lives in Nelson County but is happy to be doing an infill project in Staunton.

Mayor Edwards asked Mr. Shimp if he had his eyes on any other infill projects in the City. Mr. Shimp stated that he didn't have any specific projects, but he would like to do more business in Staunton.

Councilor Woods asked how large the units would be. Mr. Shimp stated approximately fourteen hundred square feet with three bedrooms and two bathrooms.

Vice-Mayor Arrowood asked if the units would be modular or stick built. Mr. Shimp stated stick built.

Mayor Edwards and Councilor Overholtzer thanked Mr. Shimp for investing in Staunton.

Mayor Edwards closed the public hearing.

Vice-Mayor Arrowood moved that Council adopt the resolution and approve the Special Use Permit with its conditions as recommended by the Planning Commission.

The motion was seconded by Councilor Shepherd and carried as follows:

Ms. Woods	aye	Ms. Park	aye
Mr. Shepherd	aye	Vice Mayor Arrowood	aye
Mr. Campbell	aye	Mayor Edwards	aye
Mr. Overholtzer	aye		

MATTERS FROM THE CITY MANAGER

Ms. Beauregard presented updates and information on the following items:

The Arcadia Project received the Virginia Brownfields Restoration and Economic Development Assistance Fund grant that it applied for in conjunction with the City.

City facilities will be closed on January 19, 2026 in honor of the Martin Luther King, Jr. holiday. Additionally, trash pick up scheduled for that day will occur on January 21.

MATTERS FROM THE PUBLIC

Mayor Edwards read the following statement:

“This part of City Council’s agenda is entitled matters from the public. It is a time that Council sets aside to hear from citizens and others about a wide variety of subjects. A copy of the Staunton City Council's ‘Matters from the Public’ rules is available in paper form at the Clerk’s desk and online at the City of Staunton webpage. You are asked to familiarize yourself with those rules before commenting. Please come to the podium or raise your hand, identify yourself, and complete your remarks within five minutes.”

Constance Birch thanked the Council for passing the snow and ice ordinance and she hopes the ordinance is enforced.

Randolph Burton stated that pedestrian infrastructure is woeful downtown. He said it is encouraging that the City is looking to improve pedestrian conditions downtown. He encouraged the Council to enhance Beverley Street as a destination space.

Deborah Kushner applauded Chief Williams for adhering to democracy in action. She asked to make public the date on which the City ended its contract with Flock. She mentioned other examples of democracy in action such as Uniontown and avoiding the loss of the Hardy parking lot. She asked for the City to have a transparent process for future consideration of surveillance technology. She also stated that the City’s You Are Welcome Here sign just doesn’t ring true.

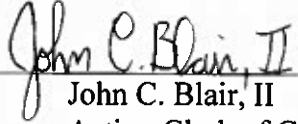
Mark Hopp stated that the City’s water tower looks great. He thanked the Council for agreeing to remove the license plate readers. He stated that surveillance technologies put a chill on people exercising First Amendment rights. He identified other cities that have recently removed or paused the use of surveillance technologies such as Salt Lake City, Flagstaff, Arizona, and Ypsilanti,

Michigan. He also highlighted a New York state senator's recent bill to stop Wegman's from using facial recognition technology.

Councilor Woods stated that the annual Martin Luther King, Jr. Memorial Service will be on January 19, 2026 at First Presbyterian Church.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 7:46 p.m.



John C. Blair, II
Acting Clerk of Council

Ordinance 2026-01

AN ORDINANCE AMENDING TITLE 12, CHAPTER 12.05. SECTION 12.05.150 OF THE STAUNTON CITY CODE TO AMEND SNOW REMOVAL REQUIREMENTS

Recitals

- A. The City of Staunton's Streets, Sidewalks, and Public Places Title establishes the duties of property owners to remove snow and ice from the City's sidewalks;
- B. The Staunton City Council desires to amend the Staunton City Code to alter time requirements and penalties for the failure to remove snow and ice from the City's sidewalks;
- C. The Staunton City Charter authorizes the Staunton City Council "to establish any penalty for the violation of any city ordinance";
- C. This matter has been properly advertised, heard, and considered; and
- D. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia that Title 12, Chapter 12.05, Section 12.05.150 of the Staunton City Code is **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows and indicated by the underlined text:

Chapter 12.05 IN GENERAL

12.05.150 Duty of property owners or occupants to remove snow and ice from sidewalks.

It shall be the duty of every person occupying any property abutting on a paved sidewalk to remove snow, sleet or ice from such sidewalk, within ~~six~~ twelve hours after the snow or sleet ceases to fall or the ice ceases to form, ~~unless the snow or sleet fell or the ice formed during the night, in which case it shall be removed by 12:00 noon on the following day.~~ If any such property is unoccupied, it shall be the duty of the owner or the person having charge thereof to comply with the requirements of this section.

If the total accumulation of snow, sleet and ice exceeds six (6) inches or more, the aforementioned twelve (12) hour time limit to remove snow, sleet and ice from such sidewalk shall be extended to twenty-four (24) hours after the snow or sleet ceases to fall or the ice ceases to form. If the total accumulation of snow, sleet, and ice exceeds twelve (12) inches or more, the aforementioned twenty-four (24) hour time limit to remove snow sleet or ice from such sidewalk

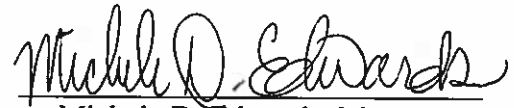
may be extended by the city manager up to thirty-six (36) hours after the snow or sleet ceases to fall or the ice ceases to form. The duration of the extension, as determined by the city manager, shall be based on the total amount of accumulation of snow and ice, the projected temperatures in the city, and any other relevant weather conditions.

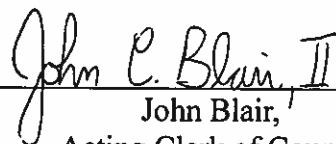
For purposes of this ordinance, the city manager shall declare when the snow or sleet ceases to fall or the ice ceases to form by using any communication method the city manager deems appropriate to communicate the declaration. However, if (i) the accumulation of the snow, sleet, and ice does not exceed six (6) inches or more; and (ii) if the city manager determines that the snow or sleet ceased to form during the night, then the snow, sleet and ice shall be removed from the sidewalk by 6:00 p.m. the following day.

A violation of the prohibition contained herein shall be punishable by a civil penalty of not more than \$50.00.

In all other respects, the provisions of Title 12 of the Staunton City Code remain the same and are hereby restated, confirmed, and reordained.

Introduced: 12-11-25
Adopted: 1-8-26
Effective Date: 1-8-26


Michele D. Edwards, Mayor

ATTEST: 
John Blair,
Acting Clerk of Council

Ordinance No. 2026-02

**ORDINANCE VACATING, DISCONTINUING, AND ABANDONING
A PORTION OF THAT DESIGNATED, UNDEVELOPED ALLEY LYING WITHIN
BLOCK B AND BLOCK D, ROSE CREST ADDITION SUBDIVISION
STAUNTON, VIRGINIA**

Recitals:

WHEREAS, An alley in the City of Staunton appears to have been created by the May 1, 1925 recordation of the Plat of Rose Crest Addition recorded in Augusta County Deed Book 222, Page 302. Rose Crest Addition was then located in Augusta County but is now part of the City of Staunton; and

WHEREAS, the portion of the alley shown on the Plat of Rose Crest Addition that bisects Block B and Block D from the northern right-of-way line of Rose Street (now Steffey Street) to the northernmost property line of the said subdivision has remained undeveloped from 1925 to the present. As shown on the Plat of Rose Crest Addition, the undeveloped alley is 12 feet in width along the described corridor for a distance of approximately 300 feet; and

WHEREAS, the portion of the alley proposed and now designated for vacation begins at the southern property lines of Lot 9, Block D extended and Lot 10, Block B extended and extends generally northerly to northern property lines of Lot 12, Block D extended and Lot 13, Block B extended (also the northern boundary line of the Rose Crest Addition Subdivision) of the said subdivision as shown on attached exhibit by Balzer and Associates, a Westwood Company entitled "Plat Showing an Alley Through Lots 10-13, Block B & Lots 9-12, Block D, Rose Crest" dated October 28, 2025; and

WHEREAS, an application to vacate the now designated, undeveloped portion of the alley described in the previous paragraph has been filed by apparent property owner, Thomas Wilkinson on behalf of River Rock Properties LLC, who owns Parcels 2768, 2769, and 2770 and resides at 120 Samuel Bears Road, Weyers Cave, VA; and

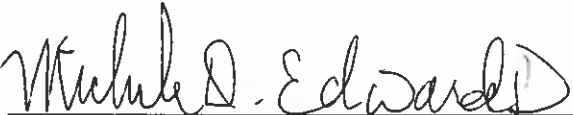
WHEREAS, public hearings were held by the Staunton Planning Commission and the Staunton City Council after proper advertisement and notice for the vacation and abandonment of the designated, undeveloped portion of alley as described above and depicted on the attached and incorporated exhibit and

WHEREAS, these recitals are an integral part of this Ordinance.

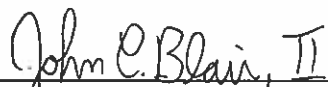
NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that subject to and contingent upon the approval by the Staunton Subdivision Agent and the recordation of the herein described exhibit just after and with the recordation of this Ordinance so that there results no street-inaccessible lot, the designated, undeveloped portion of alley as described above and depicted on the attached and incorporated exhibit is hereby vacated and abandoned, provided that there is reserved to the City of Staunton an easement for any existing utility lines

located in the portions of the alley now vacated, with ownership of the vacated portion determined in accordance with applicable law.

Introduced: 1-8-26
Adopted: 1-8-26
Effective Date: 1-8-26



Michele D. Edwards, Mayor

ATTEST: 

John C. Blair, Acting Clerk of Council

**RESOLUTION
OF THE
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
GRANTING A SPECIAL USE PERMIT FOR
A PLANNED RESIDENTIAL DEVELOPMENT
AT 126 GUY STREET (PIN 11162)**

Recitals

A. RCP 2, LLC, (Applicant), has requested a Special Use Permit at 126 Guy Street, identified as parcel identification number (PIN) 11162, in the City of Staunton, Virginia (the Property), for a Planned Residential Development consisting of four single-family attached dwellings and a common parking area (the Project);

B. The Applicant seeks a Special Use Permit pursuant to Staunton City Code (SCC) Section 18.30.030(6) to establish the Project;

C. The Property is located within a R-3, Medium Density Residential District, which, according to SCC Section 18.30.030(6) a Planned Residential Development may be permitted on review;

D. The Staunton Planning Commission conducted a public hearing on the request, after notice and advertisement as required by law on November 20, 2025 and at its meeting on December 18, 2025, recommended approval of the Special Use Permit;

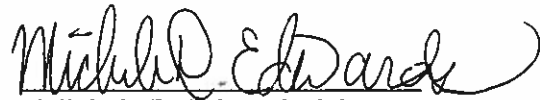
E. Upon consideration of comments received at the public hearing, as well as the factors set forth within Section 18.30.030 and Chapter 18.210 of the SCC, Staunton City Council finds and determines that granting the proposed Special Use Permit would serve the public necessity, convenience, general welfare and good zoning practice; and

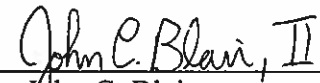
F. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia that a Special Use Permit is hereby granted to allow the Project to be established on the Property, subject to the following conditions:

1. No more than four single-family attached dwellings are permitted.
2. All work must be done in general conformance with the approved master plan and strict conformance with the approved special use permit.
3. All common areas, shared parking areas, and associated landscape (landscape required by SCC Chapter 18.175) must be owned and maintained by a Home Owners Association.
4. A site plan of development will be required and must be approved by the City of Staunton before work shall commence on the Property.
5. A final subdivision plat will be required to create lots for the common area, parking area, and individual building lots.

Introduced: 1-8-26
Adopted: 1-8-26
Effective: 1-8-26


Michele D. Edwards, Mayor

Attest: 
John C. Blair,
Acting Clerk of Council