



**Planning Commission Agenda
Monday, October 27, 2025
Town of Orange Community Meeting Room**

6:00 p.m.

1. Call to order.

Roll Call:

Chairman Benjamin Sherman
Vice-Chairman Jeffrey Crane
Commissioner Rita Carroll

Commissioner Martha Roby
Commissioner Page Sullenberger
Mayor J. Harrison Cluff, *Ex-Officio*

- 2. Public Comment** – *The Commission receives public input from residents and taxpayers of the Town. Citizens are encouraged to sign up prior to the beginning of the meeting and turn in a/their slip to the Deputy Town Clerk. Please note that Public Comment is limited to 3 minutes per individual.*
- 3. Consideration of the Planning Commission Meeting Minutes of September 22nd & October 14th, 2025.**
- 4. Continued Discussion of DRAFT FY2027-2032 Capital Improvements Plan.**
- 5. Continued Discussion of the Caroline Streetscape Concept Plan – DRAFT.**
- 6. Discussion of Revisions to the Subdivision Ordinance.**
- 7. Next Meeting – Tuesday, November 10, 2025, at 6 p.m. – Work Session Meeting.**
- 8. Adjournment.**

The Town of Orange Planning Commission Agenda Package is available on the Town's website for review at www.townoforangeva.org

Planning Commission Meeting Minutes
September 22, 2025
Page One

The Town of Orange Planning Commission held a meeting at 6:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Chairman Benjamin Sherman, Vice-Chairman Jeffrey Crane, Commissioners Martha Roby and Page Sullenberger. Staff members present were Director of Community Development Deborah Sturm, ICMA-CM, AICP, Deputy Town Clerk Kimberly Strawser, CZA, CMC and Town Attorney Catherine Lea. Mayor J. Harrison Cluff was also present. Commissioner Rita Carroll was absent.

CALL TO ORDER

Chairman Sherman called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

Chairman Sherman requested to move agenda item 5 – Continued Discussion of the Caroline Streetscape Concept Plan to agenda item 2. Motion was made by Commissioner Roby, seconded by Vice-Chairman Crane to move agenda item 5 to agenda item 2. On vote, Chairman Sherman – aye, Vice-Chairman Crane – aye, Commissioner Carroll – absent, Commissioner Roby – aye, and Commissioner Sullenberger – aye. Motion carried.

CONTINUED DISCUSSION OF THE CAROLINE STREETSCAPE CONCEPT PLAN – DRAFT

The Director of Community Development reported that she spoke with the Town's consultant regarding a waiver for the parking spaces in front of St. Thomas Episcopal Church. The Director of Community Development stated that the consultant spoke with representatives from VDOT and since the parking spaces were on church owned property they could remain. A brief discussion was held.

PUBLIC COMMENT

Mr. John Rhett of Orange appeared before the Commission to discuss the Caroline Streetscape Plan. Mr. Rhett asked the Commission to consider expanding the area.

Mrs. Ann Harmon of St. Thomas Episcopal Church appeared before the Commission to comment on the Caroline Streetscape Plan. Mrs. Harmon stated she was pleased to hear the response from VDOT. Mrs. Harmon stated further that St. Thomas is a Parrish that has elderly members, people who are disabled, and families with small children who really needed the parking spots in front of the church.

Ms. Virginia Donnelly of Orange appeared before the Commission to discuss the Caroline Streetscape Plan. Mrs. Donnelly stated that she was the Facilities Manager at St. Thomas Episcopal Church, and she was responsible for placing signs and blocking off parking for the Church when they had events.

Planning Commission Meeting Minutes
September 22, 2025
Page Two

CONSIDERATION OF PLANNING COMMISSION MINUTES OF AUGUST 25TH AND SEPTEMBER 8, 2025

Motion was made by Vice-Chairman Crane, seconded by Commissioner Sullenberger, to approve the meeting minutes of August 25th and September 8, 2025, as presented. On vote, Chairman Sherman – aye, Vice-Chairman Crane – aye, Commissioner Carroll – absent, Commissioner Roby – aye, and Commissioner Sullenberger – aye. Motion carried.

CONTINUED DISCUSSION OF DRAFT FY2027-2032 CAPITAL IMPROVEMENTS PLAN

The Director of Community Development stated that the first step is to rank the items in the current CIP. The Director of Community Development stated that it was the goal to hold a public hearing on the DRAFT CIP at the October 27th meeting.

After discussion, it was the consensus of the Commission to discuss further and possibly do the ranking of the items in the CIP at their October 14th work session, have further discussion at their regular meeting October 27th and hold a public hearing at their regular meeting on November 24th.

Commissioner Sullenberger & Commissioner Roby requested that the Director of Public Works attend the work session on October 14th.

COMPREHENSIVE PLAN COMMUNITY MEETINGS

Chairman Sherman stated that the first meeting is Thursday, September 25th from 6:30p.m. to 8:30p.m., in the Community Meeting Room. The Director of Community Development stated that she would have a brief Power Point presentation and exhibits to review and comment on. The Director of Community Development stated that it would be important for Commissioners to attend. The Director of Community Development stated further this would be an open house format meeting. The Director of Community Development reported that 54 Comprehensive Plan surveys have been received to date.

KEAN ROAD UPDATE

The Director of Community Development reported that the storm water maintenance agreement was signed and DEQ approval was pending. The Director of Community Development stated that she spoke with the engineer and once the Town finalized their review bonds would be posted for the project.

NEXT MEETING

Tuesday, October 14, 2025, work session meeting at 6 p.m.

Planning Commission Meeting Minutes
September 22, 2025
Page Three

The Deputy Town Clerk stated that immediately after the Planning Commission meeting the FOIA/COIA training would be held.

With no further business to come before the Commission, the meeting adjourned at 6:46 p.m.

Kimberly Strawser, CZA, CMC
Deputy Town Clerk

Chairman Benjamin Sherman

Planning Commission Meeting Minutes

October 14, 2025

Page One

The Town of Orange Planning Commission held a work session meeting at 6:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Chairman Benjamin Sherman, Vice Chairman Jeffrey Crane, Commissioners Rita Carroll, Martha Roby and Page Sullenberger. Staff members present were Director of Community Development Deborah Sturm, ICMA-CM, AICP, Deputy Town Clerk Kimberly Strawser, CZA, CMC, Director of Public Works Larry Bond, Town Attorney Catherine Lea and Interim Town Manager Chris Snider. Mayor J. Harrison Cluff was also present.

CALL TO ORDER

Chairman Sherman called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

DISCUSSION OF DRAFT FY2027-2032 CAPITAL IMPROVEMENTS PLAN (CIP)

The Director of Community Development stated that a ranking sheet was provided to the Commission. The Director of Community Development stated further the Director of Public Works was in attendance if the Commission had any questions regarding the projects in the CIP.

After discussion, the Commission ranked each of the projects in the DRAFT FY2027-2032 CIP. The Director of Community Development stated that staff would review all the scores and bring the final ranking back to the Commission at their next meeting.

REVIEW OF THE CAROLINE STREET – STREETSCAPE CONCEPT PLAN

The Director of Community Development reported that she met with a local architect and a member of the St. Thomas Episcopal Church regarding comments they had regarding the Caroline Street – Streetscape Concept Plan. The comments were as follows:

- remove the on-street parking and landscaping in front of the church
- extend the streetscape to S. Madison Rd.
- create a gateway to downtown using wayfinding signage
- locate a crosswalk at Brooking Street (south of the intersection) and at S. Madison Rd.
- extend on-street parking on west side of Caroline Street from Brooking Street to S. Madison Rd.
- locate parking between the James Madison Museum and Paint It Orange
- Place a bump-out in front of the museum and include more plantings, also provide handicap access to the museum and connect the crosswalk to Brooking Street
- locate two trees on the southern lawn of the Episcopal Church
- repeat existing street trees along the corridor to tie together the landscaping
- locate an elevated crosswalk across W. Church Street
- consider a crosswalk at W. Main Street and Caroline Street, on the eastern side of the intersection

Planning Commission Meeting Minutes
October 14, 2025
Page Two

The Director of Community Development stated that staff recommends the Commission recommend approval of the draft concept plan, as amended.

After discussion it was consensus of the Commission that staff have the consultant include the recommendations on the concept plan and bring back to the Commission for final review, before their recommendation.

DISCUSSION OF REVISIONS TO THE SUBDIVISION ORDINANCE

The Director of Community Development reported that she and the Town Attorney were still working on the revisions to the subdivision ordinance and requested that the discussion be deferred to the next meeting.

NEXT MEETING

Monday, October 27, 2025-regular meeting at 6 p.m.

With no further business to come before the Commission, the meeting adjourned at 7:08 p.m.

Kimberly Strawser, CZA, CMC
Deputy Town Clerk

Chairman Benjamin Sherman

FOIA/COIA TRAINING

The Town Attorney held FOIA/COIA training immediately after adjournment of the Planning Commission meeting.



AGENDA SUMMARY

October 27, 2025

Agenda Item #4

Continued Discussion of DRAFT FY2027-2032 Capital Improvements Plan

SUMMARY

This matter is on the Planning Commission's agenda for continued discussion on the draft FY2027-2032 Capital Improvements Plan.

Attached is a revised draft CIP to reflect the scoring of projects as discussed at the Commission's meeting on October 14th, as well as an updated project score sheet that reflects the Commission's scores.

STAFF RECOMMENDATION:

Staff recommends the Planning Commission schedule a public hearing to receive comment on the draft FY27-32 Town of Orange Capital Improvements Plan.

PLANNING COMMISSION VOTE/MOTION FOR CONSIDERATION:

"Motion to schedule a public hearing for _____ to receive comment on the draft FY27-32 Town of Orange Capital Improvements Plan."

Project name	Department	Estimated Cost	Fiscal Year	Project Rank			PC Score
				Rating	Weight	Score	
				Project rating is based on importance	Project weight: Health and Safety: 10 Regulatory Compliance: 5 Percent of population served: 6 Cost-benefit/avoided cost: 7	Rating x weight = score	
Sidewalk construction	Public Works	\$185,000.00	annually	10	10	100	100
Water Plant Liquid Feed Building	Water Plant	\$1,000,000.00	FY27-28	10	10	100	100
Revenue Sharing	Public Works	\$1,333,531.34	multiple	10	10	100	100
Orange Downtown Streetscape Enhancement Projects	Community Development	\$5,400,000.00	FY28-29	9	10	90	86
Spicer's Mill Road Culvert & Bridge Replacement	Public Works & Community Development	\$3,000,000.00	FY27-28	9	10	90	84
Public Safety Building	Community Development	\$3,000,000.00	FY28-30	8	10	80	84
Hilltop Drive Connector	Public Works	\$2,286,056.42	FY27-28	9	10	90	78
Madison Road Stormwater Drainage and Utility Rehabilitation and Road Reconstruction	Public Works & Community Development	\$10,000,000.00	FY30-31	7	10	70	60
Orange Village Shopping Center Traffic Circle	Community Development	\$2,000,000.00	FY30-31	6	10	60	42
"Hilltop Drive" Sewer Line Connection	Public Works	TBD	FY31-32	5	10	50	38

TOWN OF ORANGE, VIRGINIA



FY 2027 - FY 2032
CAPITAL IMPROVEMENTS PROGRAM

PRESENTED TO THE TOWN OF ORANGE PLANNING COMMISSION
Date: September 22, 2025

Introduction: Town of Orange CIP: FY 2027 – FY 2032

Communities develop a comprehensive plan that outlines the future they desire for themselves through goals, objectives and implementation strategies contained in the plan. Capital improvement planning is one of several tools communities use to implement that plan. ***The purpose of the Capital Improvement Program (CIP) is to allow a locality to examine its current resources and to determine what future resources it needs. This is helpful for determining not only how much funding is needed to satisfy public facility needs but also when such funding is needed.***

Typically, the CIP covers a five-year period, with the first year adopted as the capital budget. Funding shown in subsequent years is not immediately committed but instead reflects an estimate of funding levels needed in the future for various projects, facilities, equipment, etc.

Planning Commission CIP Preparation

State statute designates the Planning Commission as the body generally responsible for the preparation and annual update of a locality's CIP. Section 15.2-2239 of the Code of Virginia, 1950, as amended, states the following:

A local planning commission may, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendation and estimates of cost of the facilities and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary.

The Town of Orange Planning Commission has prepared this Capital Improvement Program with assistance from Town of Orange staff. The Commission members for the preparation of this CIP were:

Benjamin Sherman	Chairman
Jeff Crane	Vice Chairman
Rita Carroll	Commissioner
Page Sullenberger	Commissioner
Martha Roby	Commissioner
Harrison Cluff, Mayor	Ex-Officio

Staff Support was provided by:

Christopher H. Snider
Wendy J. Chewning
Larry Bond
Kimberly A. Strawser
Deborah C. Sturm
Dwight Baker
Kiline Madison
Dianna Gomez
Michelle Steinberger

Interim Town Manager
Town Clerk
Director of Public Works
Deputy Town Clerk
Director of Community Development
Chief Water Plant Operator
Chief of Police
Director of Finance
Chief Wastewater Plant Operator

Definition of a Capital Project

A **Capital Improvement Project** is defined as “a major, non-recurring annual expenditure of at least \$25,000 for the payment of a capital improvement asset which has a useful life of at least five (5) years including any such planning, feasibility, engineering, or design study related to such project. These projects are included in the CIP and do not necessarily include all capital assets of the Town”.

(Definition approved by the Town of Orange Planning Commission on October 27, 2014)

The CIP Process

The CIP development process takes approximately 4-6 months beginning in the mid- to late-summer. It includes consultation with the Town Manager, department heads and interested citizens, and may include a public hearing before adoption and submission to the Town Manager for budget consideration in December.

FY 2027-FY 2032 Requests

This CIP includes projects that will be funded with Town resources, grant sources and VDOT funding. This revision adds street reconstruction projects that will be included in the FY29-FY30 funding cycle for VDOT revenue sharing funding as required by VDOT, and also includes projects submitted by staff in the summer of 2025.

Funding Recommendations

It is recommended that the FY2027-2032 CIP as prepared be approved as submitted, noting that projects assigned higher ranking should be included in the FY2027 capital budget.

Priority Recommendations

The priority order for the projects submitted during the CIP process will be determined by the Planning Commission with recommendations provided by staff.

Projects Deleted from past CIP's

There are several projects from past capital improvement plans that have been completed or will not be pursued in the near future. These are as follows:

- Marshall Heights Standpipe Replacement/Repair – this project is complete.
- Sewer Line designs for Brizzolara, Boxley-Redhill and Houseworth Street subdivisions – these designs will be completed in FY26.
- Water Line under NS tracks from Twyman Street to Lindsay Drive – to be pursued at a later time.
- Marshall Heights Water Facility Reservoir repairs and Rehabilitation – this project is complete.
- Marshall Heights Water Facility New Electrical Building – this project is complete.
- Dark Fiber Ring – to be pursued at a later time.
- Taylor Park Brick Paver Rehabilitation – this project is being funded with private funds.

Project Ranking

To help prioritize projects for funding, projects should be ranked by the Commission using a scoring system that uses project category, weight, and rating to create a score, as follows.

Categories: the categories into which each project should be placed are:

- Health and Safety: degree of impact on citizens and employees' health and safety
- Non-health and Safety Regulatory Compliance: degree that the item facilitates complying with non-health and safety laws
- Percent of population served: degree to which items serve all the residents of the town
- Cost/benefit or avoided costs: degree that expenditure pays for itself

Project weights:

- Health and Safety: 10
- Regulatory Compliance: 5
- Percent of population served: 6
- Cost-benefit/avoided cost: 7

Rating: all project ratings are 1-10

Project score is calculated using the formula "weight x rating = score". The higher the score, the greater the priority.

Revenue Sharing

Description:

The Town of Orange Public Works Department, in its role of maintaining the public roads within the Town, has plans to re-construct the following roads (listed in order of priority):

Revenue Sharing Projects FY27 through FY30			
FY	Road	Total Funding	Town Portion
27	Porterfield Drive (from Montevista Ave to end)	\$523,194.28	\$261,597.14
28	Rapidan Road (from Selma Rd to Town limits)	\$252,926.06	\$126,463.03
29	E. Main Street (from Selma Rd to May Fray Ave/Byrd Street	\$353,601.00	\$176,800.50
30	Byrd Street (from E. Main St to E. Church Street	\$80,832.00	\$40,416.00
30	Monrovia Road (from Route 20 to Town limits)	\$122,978.00	\$61,489.00
		\$1,333,531.34	\$666,765.67

Relationship to Comprehensive Plan:

Goal PS16: Ensure that public facilities are constructed and maintained to meet Levels of Service standards for different Planning Sectors in Town as articulated through specific Planning Sector plans.

Action PS16.5: Adequately fund Water Plant, Wastewater Plant, Public Works, Police, and Administrative Capital Needs to maintain Levels of Service Standards

Total Cost: \$1,333,531.34 (Town portion \$666,765.67)

Funding Source: 50% Local funds/50% Revenue Sharing Funds

Department Requesting: Public Works

Ranking: 100

Sidewalk Construction

Description

This project encompasses new infill construction of sidewalks and repair of existing sidewalks to provide pedestrians with safe access to developed areas within the Town.

Relationship to Comprehensive Plan

Goal T2: Improve existing roads and transportation systems in a manner consistent with the Transportation Vision.

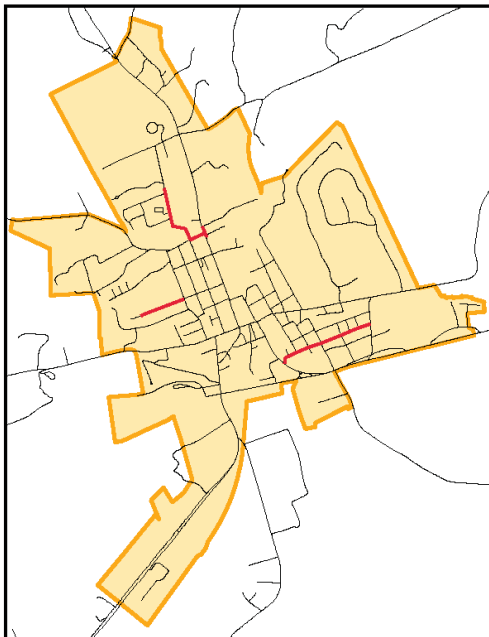
Action T4.2: Construct biking and pedestrian infrastructure in existing (already developed) parts of Town.

Total Cost: \$185,000.00 yearly (\$125,000 for new sidewalks and \$60,000 for repairs)

Funding Source: General Fund, VDOT grants, private funds

Department Requesting: Public Works

Ranking: 100



Potential Sidewalk Projects:

- N. Madison Road from Dogwood Lane north to existing sidewalk, approximately 1600 feet
- Jefferson Street from Byrd Street to Selma Road

“Hilltop Drive” Sewer Line Connection

Description: To connect Harper Drive/Berry Street and Porterfield Drive sewer lines.

Relationship to Comprehensive Plan:

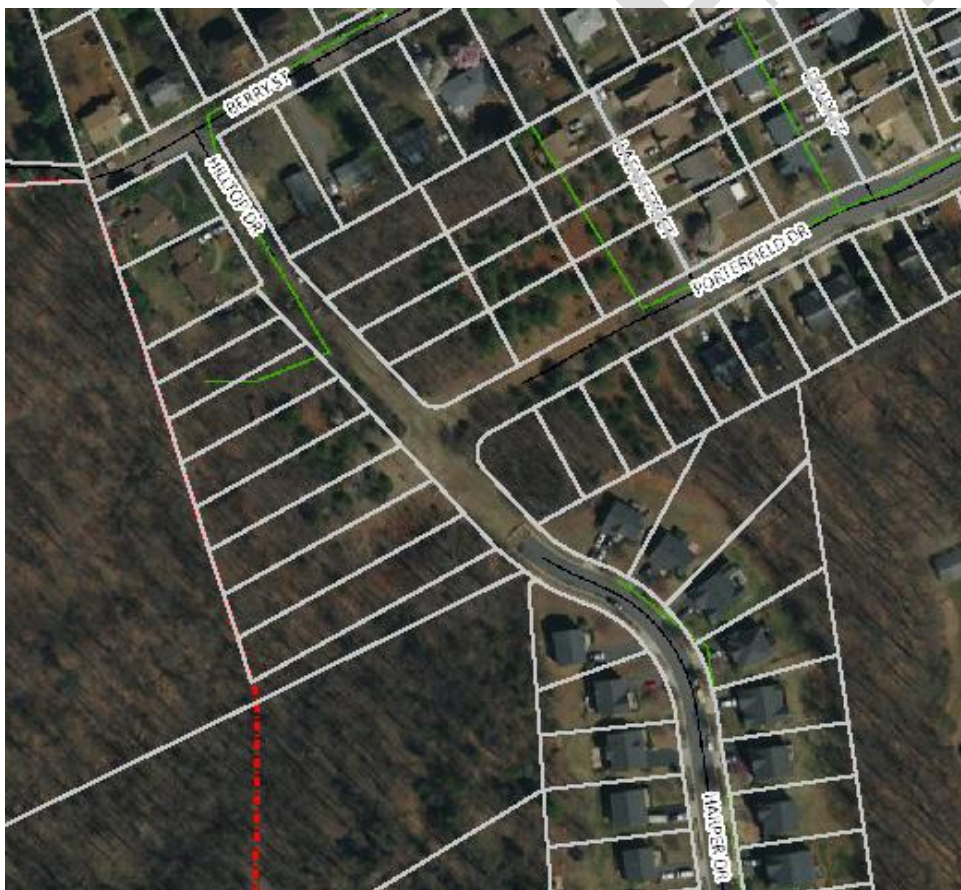
Goal PS16: Ensure that public facilities are constructed and maintained to meet Levels of Service standards for different Planning Sectors in Town as articulated through specific Planning Sector plans.

Total Cost To be determined during engineering phase

Funding Source: Sewer Fund

Department Requesting: Public Works

Ranking: 38



Hilltop Drive Connector

Description:

To connect Harper Drive to Berry Street and connect Porterfield Drive to Hilltop Drive, this would improve and give alternative routes to Route 20.

Relationship to Comprehensive Plan:

Goal PS16: Ensure that public facilities are constructed and maintained to meet Levels of Service standards for different Planning Sectors in Town as articulated through specific Planning Sector plans.

Goal T2: Improve existing roads and transportation systems in a manner consistent with the Transportation Vision.

Total Cost \$2,286,056.42

Funding Source: VDOT Urban Funds, Revenue Sharing, Town Matching Funds,

Department Requesting: Public Works

Ranking: 78



Orange Village Shopping Center Traffic Circle

Description:

As traffic counts increase on Route 15 through Town, and as the Orange Village Shopping Center continues to grow, traffic conflicts at the entrances are increasing. Working with the VDOT, a proposed traffic circle was designed to help mitigate the traffic conflicts at the northern entrance to the shopping center.

Relationship to Comprehensive Plan:

Goal PS16: Ensure that public facilities are constructed and maintained to meet Levels of Service standards for different Planning Sectors in Town as articulated through specific Planning Sector plans.

Goal T2: Improve existing roads and transportation systems in a manner consistent with the Transportation Vision.

Total Cost \$2,000,000.00

Funding Source: VDOT Urban Funds, Revenue Sharing, Highway Safety Improvement (HSIP) Funds, Town Matching Funds

Department Requesting: Community Development

Ranking: 42



Madison Road Stormwater Drainage and Utility Rehabilitation and Road Reconstruction

Description:

The underground utility infrastructure beneath Madison Road/Route 15, in many cases, is so old there is no documentation as to when it was constructed. Recently, storm sewer lines in front of 135 N. Madison Road (Domino's Pizza) collapsed, requiring emergency work by the Town's Public Works department. Due to excessive flooding on Madison Road between Nelson Street and Spicers Mill Road, Town staff worked with VDOT on a drainage improvement project in this area in 2021. The Town has experienced other utility failures along N. Madison Road, and this project would address the rehabilitation of the underground utilities while reconstructing N. Madison Road including updated streetscapes with wider sidewalks, street trees, benches, and streetlights.

Relationship to Comprehensive Plan:

Goal I11: Mitigate effects of increasing impervious surface in the Baylor Creek Drainage Basin (Spicer's Mill Road and Madison Road areas of Town) in town.

Goal I12: Mitigate effects of increasing impervious surface throughout Town.

Goal T2: Improve existing roads and transportation systems in a manner consistent with the Transportation Vision.

Goal T4: Encourage alternatives to vehicular use to increase pedestrian-friendliness of Orange

Goal PS16: Ensure that public facilities are constructed and maintained to meet Levels of Service standards for different Planning Sectors in Town as articulated through specific Planning Sector plans.

Proposed Phasing:

- Woodmark Drive to Newton Street
- Newton Street to Washington Street
- Washington Street to Main Street

Total Cost \$10,000,000.00 plus

Funding Source: VDOT: Revenue Sharing, Six Year Improvement or Smart Scale, Highway Safety Improvement Funding, Town Matching Funds

Department Requesting: Public Works and Community Development

Ranking: 60

Spicer's Mill Road Culvert and Bridge Replacement

Description

Replacement of the culvert crossing at a branch of Poplar Run (Baylor Creek). This project includes replacing the two existing culverts north of the box culvert and restoration work. This project is based on a structure inspection conducted in November 2024.

Relationship to Comprehensive Plan

Action I11.4: Reconstruct Spicer's Mill Culvert.

Total Cost: \$3,000,000.00

Funding Source: VDOT and Town funding

Department Requesting: Public Works and Community Development

Ranking: 84

Orange Downtown Streetscape Enhancement Projects

Description

This project covers sidewalks, lighting and utility improvements in the vicinity of the Orange Train Depot within the Orange Commercial Historic District, including Caroline Street from W. Main Street to W. Church Street.

Relationship to Comprehensive Plan

T4.2 – Construct biking and pedestrian infrastructure in developed parts of town.

T4.2.3 – Other pedestrian improvements, i.e., crosswalks

T5 – Create safe streets

Total Cost:

Section A: RR Tracks to Madison Road:			
Engineering:	\$150,000.00	Construction:	\$800,000.00
Section B: Madison Road to Bellevue Ave			
Engineering	\$225,000.00	Construction	\$1,400,000.00
Section C: Bellevue Ave to Caroline Street:			
Engineering:	\$100,000.00	Construction	\$500,000.00
Section D: Caroline Street from W. Main Street to W. Church Street			
Engineering:	\$325,000.00	Construction	\$1,900,000.00
Totals:	\$800,000.00		\$4,600,000.00

Funding Source:

VDOT SmartScale or Transportation Alternatives Program, ToO General Fund

Department Requesting:

Community Development

Ranking:

86



Water Plant Liquid Feed Building

Description

Construction of an addition to the water plant building to house the conversion from dry feed chemicals to liquid. Chlorine will be moved to the lowest level of the building. Dry feed chemicals are becoming unreliable to obtain. The lift currently used to bring materials to the upper levels of the water treatment plant for dry feed chemical storage is in need of \$500,000.00 in repairs.

There will be long term cost savings in less chemicals used and producing less sludge with a more reliable feed system saving in production water. No additional personnel required.

Relationship to Comprehensive Plan

Goal I1: Provide safe and clean drinking water for residents of the Town of Orange.

Action I1.1: Convert powder chemical feed to liquid feed.

Total Cost: \$1,000,000.00

Year: FY27-28

Funding Source: Grants, Water Fund

Department Requesting: Water Plant

Ranking: 100

Public Safety Building

Description

Currently the Town leases space in a privately-owned building located on Blue Ridge Drive to house the Town's police department. Constructing a public safety facility on property owned by the Town will reduce reliance on private property and allow the department to be more centrally located within the town.

Construction of a 5,000 square foot public safety building to house the Town's police department. Possible locations are property owned by the Town behind the Orange Volunteer Fire Company or the former public works property on Montevista Avenue. The estimated cost is based on a nationwide construction cost average of \$600 per square foot.

Relationship to Comprehensive Plan

Action PS2.2: Construct new police facility.

Total Cost: \$3,000,000.00

Year: FY27-28 through FY29-30

Funding Source: Grants, General Fund

Department Requesting: Community Development

Ranking: 84



AGENDA SUMMARY

October 27, 2025

Agenda Item #5

Review of the Caroline Street – Streetscape Concept Plan

SUMMARY

This matter is on the Planning Commission's agenda for continued discussion regarding the Caroline Street streetscape project.

A draft revised schematic will be provided to the Commission under separate cover for review in advance of the meeting.

STAFF RECOMMENDATION:

Staff recommends the Commission recommend to Town Council the approval of the draft concept plan, as amended.

PLANNING COMMISSION VOTE/MOTION FOR CONSIDERATION:

Should the Commission be ready to act in this regard, the following motion is offered for consideration:

"Motion to recommend to Town Council the approval of the Caroline Street streetscape project draft concept plan, as amended."



AGENDA SUMMARY

October 27, 2025

Agenda Item #6

Discussion of Revisions to the Subdivision Ordinance

SUMMARY

The Director and the Town Attorney have prepared a draft revised subdivision ordinance that brings the document in line with statutory requirements pertaining to subdivision ordinances. Effectively, the draft as prepared is nearly a complete re-write of the ordinance.

The document represents a rough working draft of the ordinance re-write to begin the Commission's review and will be provided under separate cover in advance of the meeting.

STAFF RECOMMENDATION:

None.

PLANNING COMMISSION VOTE/MOTION FOR CONSIDERATION:

None needed.